

GRACE UNITED CHURCH

2021

ANNUAL REPORT

Belonging, Learning, Connecting in Grace

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Minister's Message

The report that follows narrates the support and participation in the mission and ministry of Grace United members in 2021. While we are living through strange times, we have not stopped being church, and have not merely paused, to resume once the challenges are over. I believe Grace United has answered the call to be more genuine to who God is calling us to be.

God has always wanted to assure us of God's divine presence with us. Early in the faith stories, God's presence was made known in a voice, a burning bush, a cloud, and eventually in the person of Jesus. All along there has been a tension between people wanting to locate God in a place, and God refusing to be limited to a building. During the Exodus, Moses built the people a tabernacle, a portable sanctuary as a place of worship. The tabernacle, also known as the Tent of the Congregation, became the portable earthly dwelling place of God. God never intended for the tabernacle to remain in one place. It was built to move. The idea being that when God moves, we move.

By the time Jesus was born, the people of Israel had built an impressive temple where they understood the presence of God to reside. The Holy of Holies, within the temple was covered by a veil, and once a year the High Priest would enter to offer a sacrifice. Jesus came to remove the veil, removing any barriers between people and God, promoting the understanding that God was everywhere and without limit.

Two thousand years later we still get trapped in the dilemma of whether church is a noun or a verb. Church as a noun is something we come to and sit in. Church as a verb is not a monument but a movement. If we understand church as a noun, it suggests church is limited to a place that provides programs that we come to. Church as a verb shifts our understanding that we are functioning parts of a body; together with a whole lot of others, we partner in shaping our spiritual growth in community. In our hearts, we say we know the building isn't the church. And yet we still feel tied to a particular building, people, and time for worship. And many have expressed grief that our in-church worship has been limited over the last two years. While no one has enjoyed this time, it has nudged us out of our comfort zone and called us to be church, instead of going to church. The ageless call of God to the church has been to engage in a ministry that begins after we leave worship. Worship has always been intended to prepare us to be the church, not ending when we left the building. We became the church when we left the building to be God's hands and feet serving the world.

While the last year has been nothing like any of us hoped or longed for, the following pages demonstrate how the community of Grace United has lived out your faith being church. You have done exceptionally well through this time and are to be commended. Throughout, important activities, caring, learning, growing, worship haven't stopped. If anything, they've evolved and become more intentional. To the staff (Michael, Rhonda and Juan), Susan as interim staff, the Board and Committees, and all those who support the work and worship of Grace United with their time, talent and treasure - I say thank you for being church. Well done good and faithful servants!

Thank you for the support you have offered each other and the community beyond. Thank you also for the support you have offered me and my family. As we move toward the end of our interim time together, the next few months will be an awkward phase of excitedly looking forward, and nervously letting go. We will celebrate what we have done together and take stock of what didn't get completed. My analogy for this time is that I have equipped the airplane, coached the crew, hopefully got the plane on the desired runway pointing in the right direction, now we await the arrival of a new captain who will take you on the next adventure in faith.

It has been my privilege to minister with you through the last three years as you have chosen and started to live into your new identity as Grace United Church. I wish you many blessings as you continue to live into being church together.

Rev. Helen Prior

Message from Co-Chairs of the Board

Heather McGavin & Dale Martin

As you read this message, Grace United Burlington is nearing the end of its three-year transition journey in which the congregations of Nelson, St Stephen and Tansley United Churches came together to chart a new combined future. Who knew back in mid 2019 that our journey would be extended and complicated by the unprecedented global events of the last two years? And yet through it all, our church family has been able to continually surprise with creative ways to stay connected with each other and with the greater community. This would not be possible without the ongoing dedicated support of our volunteers and Board Committee Groups, and especially our congregation who stuck with us through all the ups and downs of our journey. A special thank you to Reverend Helen Prior for her patient and thoughtful leadership through the last two and a half years, as well as the Transition Team for their dedicated work.

Grace is about to embark on the next phase of its journey as a combined new church, and based on how we have navigated the last few years, our future looks bright. As we continue to do God's work in our community, we thank everyone for their ongoing support and look forward to the next chapter in Grace's history.

GRACE UNITED CHURCH BURLINGTON CONGREGATIONAL MEETING AGENDA March 13, 2022

1. Sign in to Zoom meeting – 12:15 PM
2. Start of meeting –12:30 PM.
Note – This meeting will be recorded for Minutes.
3. Acknowledgement of Territory
 - a. We acknowledge that we gather for worship on the traditional territories of the Anishinaabe (Ah-nish-in-ah-bay) First Nations. This territory is covered by the Upper Canada Treaties and is within the lands protected by the “Dish With One Spoon” wampum agreement. We live this by honouring and respecting the four directions, and the land, waters, plants, animals, and ancestors that walked before us, their history, spirituality and culture. We acknowledge the land on which we gather is part of the Treaty Lands and Territory of the Mississaugas of the Credit.
4. Grace – FULL Conversations

At Grace United, we live out our core values by abiding by our Guiding Principles: Belonging, Learning, Connecting in Grace. Therefore, when we gather to do the work of the church we are all invited to join in the conversations and dialogues. Each person's idea or opinion is to be equally considered and valued. We remember the importance of “listening so we may understand and not simply respond” and the wisdom of the Dalai Lama who says (paraphrased) that when we talk we are only repeating what we already know, but when we listen there is the possibility of learning something new.

We strive to engage in Grace-FULL conversations. GRACE-FULL is defined here as:

We covenant to keep G = GOD at the centre of our listening, silence and speaking

We covenant to take R = RESPONSIBILITY for what we say and feel without blaming others

We covenant to A = APPROACH new ideas with curiosity and wonder

We covenant to C = CONSIDER our own assumptions and perceptions, what we hear and feel before we speak
We covenant to E = ENCOURAGE sensitivity, kindness, compassion, patience, courage, and open-mindedness
Being FULL = Of God's Spirit, we covenant to lean into God's transformative love, as we seek a safe community where each person's dignity and worth are affirmed and celebrated.

5. Opening Prayer

- a. Memorial for members who have passed.

6. Process for voting and asking questions.

- a. This meeting will be recorded.
- b. Participants will be muted except during discussion times to avoid interference from background noise.
- c. You will be asked to vote on Motions only if you disagree and do so by physically raising your hand and keeping it up until we have counted.
- d. If you have a question, click on the chat icon at the bottom of your screen and type your question. The Chair will read out the question before it is answered.

7. Motion: To allow members and adherents to vote at the meeting.

8. Motion: To elect Dale Martin as Chair and May Griffiths-Turner as recording secretary for the meeting.

9. Motion: To approve the Agenda as presented.

10. Motion: To approve the March 2021 AGM minutes.

11. Motion: To approve the July 25, 2021 Congregational Meeting minutes.

12. Presentation of Board and Committee Chairs for 2022

- a. Motion: To accept the Board & Committee Chairs as presented by Nominations Committee.
- b. Motion: To allow the Board to fill open positions throughout the year.

13. Finance Report & 2022 Budget

- a. Motion: To accept the 2022 Budget

14. Endowment Fund Reports

- a. Motion: That the \$ 100,000 in 2021 income from the Nelson Endowment Fund be allocated as follows:

\$ 32,000	Upgrade to sound system, per request from Communication Team.
\$ 20,000	New piano, (\$ 20,000 from Nelson Fund + \$ 10,000 from St Stephen Fund).
\$ 10,000	Front office renovations, per request from Ministry & Personnel.
\$ 10,000	Upgrade of outdoor lighting, per request from Property Committee
\$ 10,000	Various property improvement projects, including but not limited to shed roof replacement, new garden shed, parking lot repairs, landscaping, musical instrument cabinet, ..., per request from Property Committee.
\$ 18,000	To be saved for future replacement of parking lot pavement and/or new accessible washroom in the loft area.

15. Transition Team Report

16. Committee Reports

- a. Motion: To approve the Committee Reports as presented.

17. Recommendation from the Search Committee – Sue Stephen

18. Other Business

19. Motion to Adjourn

20. Benediction

GRACE UNITED CHURCH BURLINGTON ANNUAL CONGREGATIONAL MEETING MINUTES March 14, 2021

Attendees: Nancy Adams, Walter Adams, John Allchin, Louise Allchin, Sharon Allchin, Claire Andoff, Arlene Anningson, Max Anningson, Sandra Baker, Paul Bartu, Shirley Bottaro, Steve Bottaro, Carol Boyle, Jennifer Brezina, Cheryl Caldwell, Ron Caldwell, Mary-Ruth Crabb, Carol D'Amelio, Linda Draddy, Colleen Edwards, Bob England, Sharon Georgas. Gary Goodale, Mark Goodale, Ruth Goodale, Stacy Goodale, May Griffiths-Turner, Janice Hatt, Larry Hatt, Bob Hayworth, Irene Hayworth, Nancy Holman, Don Hunt, Joan Hunt, Jane Hunter, Jane Jenner, Debbie Lauzon, Mike Lawton, Cliff Lelievre, Donna Lelievre, Dale Martin, Janice Martin, Marilyn Martin, Myrna-Gail McDonald, Heather Mc Gavin, Barb McKeown, Dale McKeown, Sandy McKeown, Bruce Merwert, Lynn Merwert, Roslyn Morgan, Bill Morgan, Michael Mulrooney, Kathryn Munn, Sandra Newcombe, Sue Paquette, Jo Parkinson, Lloyd Pong, Rose Pong, Rev. Helen Prior, Chisanga Puta-Chekwe, Jane Roach, Larry Roach, Margaret Rogers, Janet Saunders, Rod Saunders, Janice Scott, Jack Seedhouse, Kathy Seedhouse, Dave Shilton, Michelle Shilton, Ross Stephen, Sue Stephen, Susan Ward-England, Sandy Wright, Lorraine Yamamoto, Sheila Young

1. Sign in to Zoom – meeting opened at 11:00 am for participants to sign in prior to the start of the meeting at 11:15
2. Start of meeting – 11:15 am. Everyone was welcomed to the first Annual Meeting of Grace United Church
3. Acknowledgement of Territory
We acknowledge that we gather for worship on the traditional territories of the Anishinaabe (Ah-nish-in-aah-bay) First Nations. This territory is covered by the Upper Canada Treaties, and is within the lands protected by the “Dish With One Spoon” wampum agreement. We live this by honouring and respecting the four directions, land, waters, plants, animals, and ancestors that walked before us, their history, spirituality and culture. We acknowledge the land on which we gather is part of the Treaty Lands and Territory of the Mississaugas of the Credit.

4. Opening Prayer was given by Rev. Helen Prior, including In Memoriam



5. Process for voting and asking questions was provided:

- The meeting is being recorded to ensure discussion is captured for the Minutes.
- Participants will be muted except during discussion time to avoid any interference by background noise
- You will be asked to vote only if you disagree, and do so by physically raising your hand and keeping it up until we have counted.
- For those on the phone, your phone will be unmuted so you can vote no if you choose.
- If you have a question, click on the chat icon at the bottom of your screen and type your question.
- The Chair will read the question out before it is answered.
- For those on the phone, your phone will be unmuted during discussion time.

6. Motion to allow adherents to vote:

MOTION: That all full members and adherents present be allowed to vote on the Motions

Moved by: Jennifer Brezina

Seconded by: Lloyd Pong

CARRIED

7. Election of Chair and Recording Secretary for the meeting:

MOTION: That Heather Mc Gavin be appointed as Chair and May Griffiths-Turner be appointed Recording Secretary for the Annual Congregational Meeting.

Moved by: Paul Bartu
Seconded by: Susan Ward-England
CARRIED

8. Approval of Agenda

MOTION: That the Agenda be accepted as printed
Moved by: Mark Goodale
Seconded by: Bob England
CARRIED

9. Approval of previous Minutes Annual Congregational Meeting March 8, 2020

MOTION: That the minutes of the Annual Congregational Meeting March 8, 2020 for New Church be accepted as printed

Moved by: Kathy Seedhouse
Seconded by: Larry Hatt
CARRIED

Approval of previous Minutes Congregational Meeting for Grace United Church September 27, 2020

MOTION: That the minutes of the Congregational Meeting September 27, 2020 be accepted as printed

Moved by: Janice Hatt
Seconded by: Janice Martin
CARRIED

10. Presentation of Board and Committee Chairs for 2021 – Nominations Committee. Reported by Carol Boyle. Recognition was expressed for how blessed GUC is to have such a dedicated group of folks that have led the community of faith over the last year. It has been extremely challenging dealing with the pandemic and all the restrictions that have had to be considered.

Thank you was extended to all those who are staying on for another year, to all those who served last year and have decided to take a break and to all those who may be joining the Board for this upcoming term. There are many enthusiastic folks but there is always room for one more. If you would like to be a part of the Board, please let Carol Boyle know. New faces are always welcome.

The Board listing, is located on page 48 to 51 of the 2020 Annual Report for the Term of July 1, 2021 to June 30, 2022.

- a. Motion to accept the Board & Committee Chairs as presented by Nominations Committee

MOTION: To accept the nominations for the Official Board slate of officers for July 2021 to July 2022 as presented.

Moved by: Carol Boyle
Seconded by: Carol D'Amelio
CARRIED

- b. Motion to allow the Board to fill open positions throughout the year

MOTION: To allow the Board to fill any open positions as required throughout the year.

Moved by: Carol Boyle
Seconded by: Sharyn Georgas
CARRIED

11. Finance Report & 2021 Budget - Reported by Sandra Baker.
PowerPoint slides presented:

2020 Year End	2021 Budget
<ul style="list-style-type: none">• Revenue, all sources: \$258,340• Expenses, all sources: \$264,209• Net (loss): \$5,868• Loss covered by surplus cash from 2019	<ul style="list-style-type: none">• Projected Revenue, all sources: \$245,088• Projected Expenses, all sources: \$268,510• Projected Net (loss): \$23,422• Loss to be covered partially by expected HST refund and loans already in place
CELEBRATE!	

Why support a deficit budget?

- Budget is conservative; assumes no in-person worship in 2021
- Finance will monitor actuals vs budget monthly and forecast adjustments to the budget to reflect changes in circumstances
- Loans have been secured so cash reserves are available to ensure all expenses can be paid

Finance Committee is amazed at all the contributions and ideas that were presented in 2020.

Finance Committee has been as careful, conscientious and conservative as possible when developing the 2021 budget, and will continually make adjustments, changes and report to the Board in real time throughout the year.

There may be possibilities for some fundraising and in person worship in 2021.

Finance Committee has confidence in the congregation to meet the budget recognizing how generous they are.

The congregation was asked to consider a 1% increase in annual givings. This small individual amount has a significant impact to the whole.

Thanks was extended to the Finance team for all their work.

- a. Motion to Accept 2021 Budget on page 42 of 2020 Annual Report
MOTION: to accept the Budget for 2021 as submitted.
Moved by: Sandra Baker
Seconded by: Dave Shilton
CARRIED

12. Endowment Fund Reports

- Motion to approve Nelson Fund distributions. – Reported by Mike Lawton

The Nelson Endowment Fund, the legacy of Nelson United Church generated \$ 45,000 in income in 2020. Per policy the funds are to be directed toward our Property and/or Outreach Committees. It was agreed by the St Stephen Endowment Fund Committee to 100% fund our Outreach Committee funding request for 2021. As a result, 100% of the 2020 income from the Nelson Fund will be allocated to the Property Committee.

Property has identified projects costing \$29,000 the balance will be saved for the parking lot fund or the replacement of the piano.

MOTION: That the \$ 45,000 in income Nelson Endowment Fund from the be allocated to the Property Committee who have identified a list of projects that need to be completed. See attached the summary from the Property Committee.

Moved by: Mike Lawton
Seconded by: Kathryn Munn
CARRIED

- St. Stephen Endowment Fund Update - Reported by Dave Shilton PowerPoint slides presented:

<p style="text-align: center;">St. Stephen Endowment Fund</p> <p><u>Purpose</u> <i>"The intent of the fund is to provide a means to support the Outreach work of the congregation of Grace United Church, in the areas of spiritual growth, pastoral care, music, and other ways that the congregation may deem suitable in North Burlington and beyond."</i></p> <p><u>How does the application process work?:</u></p> <ul style="list-style-type: none">- The charity must be registered with CRA- Fill out a simple application form.- Provide a brief description of the request and the \$\$ amount for which you are applying	<p style="text-align: center;">St. Stephen Endowment Fund</p> <p><u>Where do I get an application form?</u></p> <ul style="list-style-type: none">➤ Reach out to any member of the St. Stephen Endowment Fund Committee- Sue Paquette, Kathy Seedhouse, Mike Lawton, Janice Martin, Dave Shiltonor- Church office <p><u>Where do I send the application?</u></p> <ul style="list-style-type: none">➤ For any questions or to submit a request for funding, please contact Dave Shilton shiltd@outlook.com
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- St. Stephen Endowment Fund Financial Report is on page 65 of the Annual Report
- Opportunities for funding support were received throughout 2020 that were provided to community groups. Refer to page 66 in the Annual Report.
- Information was provided to raise awareness of the Fund within the congregation. The Fund was started as a result of the sale of St. Stephen United Church. UCC allowed us to keep the funds, provided it was not used for day-to-day operations of the church.
 - Refer to purpose in PowerPoint.
- The spirit of the fund is that the interest the fund generates is spent. It does not have to be spent each year. There may be larger projects that arise that require funds from more than one year. Congregation is encouraged to apply for funding on behalf of an outreach group or share this information with an outreach

group that may be able to benefit from this funding. Please note a CRA charitable number is required.

- The St. Stephen Endowment Fund Committee meets monthly and in 2021 plans to bring forward information to the congregation about some charities funded and good work being supported.
- Please reach out to the Committee if you see an opportunity or need in the community where funding would be a benefit.

13. Transition Team Report – Reported by Sue Stephen

The report from the Transition Team (TT) is included in the Annual Report on pages 61 to 63 along with documents outlining the Core Values on pages 89-92.

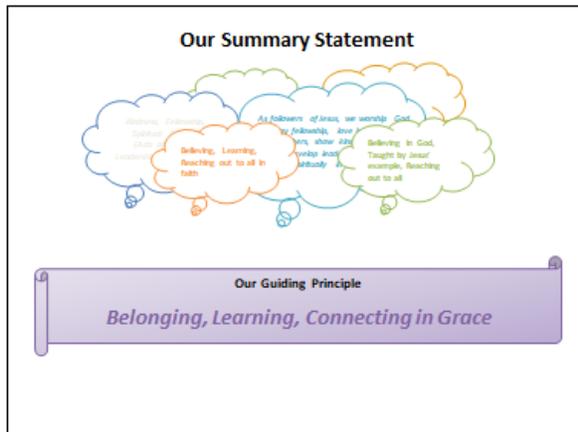
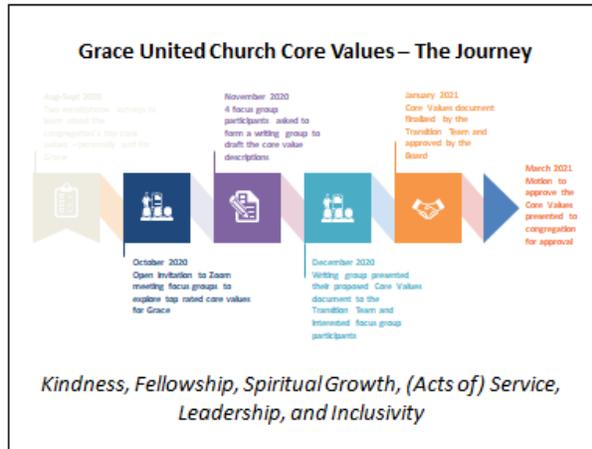
One glaring omission from the report was my thanks to the members of the team, especially Stacy Goodale. Last spring, I needed to step away from my role as Chair for health reasons and Stacy stepped in and the team did not miss a step in continuing with our work. To Stacy, Barb, Chisanga, Linda, Sharyn, Helen and our 2 Regional Liaisons Mel Matthias and Marilyn Parsons – grateful thanks for the work you continue to do on behalf of Grace.

Today, I would like to highlight the work done to determine Core Values for Grace United Church.

- Beginning in August 2020, congregational input was invited through email and those without email had the opportunity via phone to identify from a list of 40, their top 5 personal core values and 5 they saw alive at Grace.
- A second survey was conducted to learn the top core values for Grace as we move forward
- The top 6 were identified as Fellowship, Spiritual Growth, Acts of Service, Leadership, Inclusivity and Kindness
- In October, the TT invited all those interested to Zoom meetings to share their understanding of each of these 6 core values. Approximately 20 people, in addition to the TT participated in these sessions.
- In November the TT invited 4 of the participants (Jack Seedhouse, Janice Hatt, May Griffiths-Turner, Michelle Shilton) to form a writing group with Chisanga and myself. The information shared during the zoom meetings formed the basis of the work done on definitions by the writing group.
- While Kindness was listed 6th it was agreed that without Kindness the other five were at best shallow and at worst impossible to live out

- In December, the initial work of the writing group was shared with the TT and with interested participants from the October Zoom sessions
- The Core Values document was completed, accepted with final edits by the TT and then approved by the Board in January 2021.

PowerPoint slides presented:



To the *Transition Team*: Stacy, Barb, Chisanga, Linda, Sharyn, Helen
 and our 2 Regional Liaisons: Mel Matthias and Marilyn Parsons

To our Core Value *Writing Group*: Jack, Janice, May, Michelle, and Chisanga

To all of you who took the time to share your thoughts and engage in dialogue

THANK YOU!

Motion to approve Core Values

MOTION: That the Core Values of Kindness, Fellowship, Spiritual Growth, (Acts of) Service Leadership, and Inclusivity, their definitions and Action Steps be accepted

Moved by: Sue Stephen
 Seconded by: Stacy Goodale
 CARRIED

Summary Statement

- Once the work on the Core Values was completed the TT was challenged by our Regional Liaisons to have a single statement that could be commonly used on bulletins, reports, letterhead that expressed through our Core Values who we are and what we are about.
- There were 6 variations on a statement beginning with simply stringing the 6 Core Values in one line with each word separated by a comma
- This approach was quickly dismissed as diminishing the values themselves as well as their definitions and action statements
- One of our longest discussions was about what to call the statement. Some see this as a Mission or Vision statement, some as a brand. We have referred to it as simply a Summary Statement but suggest it might best be defined as our Guiding Principle.
- We agreed the statement should be short and active, representative of the 6 core values
- Belonging, Learning, Connecting in Grace - Why were these 3 words chosen?
- Belonging – in the new church paradigm people need to first feel a sense of belonging before they begin to engage and, in some cases, before they begin to Believe
- Learning – whether in growing in our faith, as leaders, or in our interactions with others we continue to learn
- Connecting – whether with God, members of our congregation or others it is impossible to carry out our core values without being in relationship
- In Grace – this phrase might mean one thing or have a double meaning for people – we are called to be God’s people do our work in Grace United Church, but possibly more importantly in, through and because of the Grace of God.

MOTION: That the summary statement "Belonging, Learning, Connecting in Grace" be accepted as our Guiding Principle.

Moved by: Sue Stephen

Seconded by: Chisanga Puta-Chekwe

CARRIED

Thanks was extended to the Transition Team for their dedicated and incredible work.

14. Committee Reports

MOTION: to accept the Committee Reports as submitted in the 2020 Annual Report

Moved by: Linda Draddy
Seconded by: Bob England
CARRIED

15. Other Business

- a. Thanks was extended to May Griffiths-Turner for her work as Board Secretary
- b. Rev. Helen expressed thanks to those attending and how nice it was to see everyone's face today, that she misses seeing due to holding virtual worship services. She commended everyone for the awesome job they are doing holding together, pitching in as a team through these times and hope this will serve as a foundation time as we move into the future.
- c. Thanks was extended from Jane Jenner to the Board and all the hard-working Committees and many congregation members that saw our church through a challenging year. I echo Helen's sentiments that Grace has surmounted the difficulties of operating during the pandemic, and come out all the stronger for it. And that's down to the dedication and efforts of many who gave so unstintingly of themselves while coping with the unprecedented personal challenges we have all faced during this time of testing. My sincere and humble thanks to all.
- d. Thanks was extended to Music Director Michael Mulronev for his heroic work providing music during virtual worship services
- e. Thanks was extended to the Englands and the Hatts for their work in assembling Sunday Worship services.

16. Motion to Adjourn – moved by Gary Goodale

17. Rev. Helen closed the meeting with a Benediction.

Heather McGavin
Board Co-Chair, Heather McGavin
Turner

May Griffiths-Turner
Recording Secretary, May Griffiths-
Turner

GRACE UNITED CHURCH BURLINGTON CONGREGATIONAL MEETING MINUTES July 25, 2021

Attendees: Nancy Adams, Walter Adams, Edward Adelakin, John Allchin, Louise Allchin, Claire Andoff, Paul Bartu, Jennifer Brezina, Cheryl Caldwell, Ron Caldwell, Christine Cameron, Sue Clarke, Carol D'Amelio, Linda Draddy, Joan Eagle, Colleen Edwards, Bob England, Shirley Erskine, Sharon Georgas. Gary Goodale, Ruth Goodale, Stacy Goodale, May Griffiths-Turner, Janice Hatt, Larry Hatt, Peter Hobden, Shirley Hobden, Nancy Holman, Jane Hunter, Joyce Imrie, Elaine Johnson, Cliff Lelievre, Donna Lelievre, Dale Martin, Janice Martin, Marilyn Martin, Margery McCormick, Dennis Marshall, Dennis Marshall, , Heather McGavin, Barb McKeown, Dale McKeown, Sandy McKeown, Bruce Merwert, Lynn Merwert, Roslyn Morgan, Bill Morgan, Dave Mycroft, Wendy Mycroft, Sandra Newcombe, Jo Parkinson, Lloyd Pong, Rose Pong, Chisanga Puta-Chekwe, Jane Roach, Larry Roach, Margaret Rogers, Janet Saunders, Rod Saunders, Janice Scott, Jack Seedhouse, Kathy Seedhouse, Dave Shilton, Michelle Shilton, Ross Stephen, Sue Stephen, Susan Ward-England, Sandy Wright, Lorraine Yamamoto, Sheila Young, Marilyn Parsons (Horseshoe Falls Regional Council)

1. Participants signed in to the Zoom meeting beginning at 11:00 am.
2. Meeting started at – 11:15 am. Participants were informed that “This meeting will be recorded for Minutes”.
3. Acknowledgement of Territory

We acknowledge that we gather today on the traditional territories of the Anishinaabe First Nations. This territory is covered by the Upper Canada Treaties, and is within the lands protected by the “Dish With One Spoon” wampum agreement. We live this by honouring and respecting the four directions, land, waters, plants, animals, and ancestors that walked before us, their history, spirituality and culture. We acknowledge the land on which we gather is part of the Treaty Lands and Territory of the Mississaugas of the Credit.

4. Marilyn Parsons was recognized as our Horseshoe Fall Regional Council Representative

Opening Prayer by Heather McGavin

5. Process for voting and asking questions was described as:
- a. This meeting will be recorded.
 - b. Participants will be muted except during discussion times to avoid interference from background noise.
 - c. Participants will be asked to vote on motions only if you disagree, and do so by physically raising your hand and keeping it up until we have counted.
 - d. If you have a question, click on the chat icon at the bottom of your screen and type your question. The Chair will read out the question before it is answered.

6. Motion: To allow members and adherents to vote at the meeting.

Moved by: Heather McGavin
Seconded by: Sandy Wright
CARRIED

7. Motion: To approve the Agenda as presented.

Moved by: Heather McGavin
Seconded by: Dale McKeown
CARRIED

8. Approval of Community of Faith Profile including Financial Viability Statement

Preamble to the motion given by Heather McGavin:

This is our calling card and what prospective candidates will be reading about us. This document has been a long time in the making but we finally got there. It is also a document that must be kept current and updated at least annually. In creating the document, we combined the feedback from the surveys, sessions on Belonging, Learning and Connecting, and listened as Committee Chairs met with the TT. A lot of people were consulted. It was a collaborative effort with many voices chiming in and making valuable contributions. All told, there were approximately 20 drafts of this document – each one better than the one before as new ideas emerged and new voices were heard. Thank you to everyone for your contribution to this document. I sincerely think that it is something to be proud of

and we hope that the Horseshoe Fall Regional Council and prospective applicants will think so too.

Motion: To accept the Community of Faith Story which includes the Financial Viability Statement for Grace United as presented.

Moved by: Heather McGavin,
Seconded by: Sue Stephen.
CARRIED unanimously

Thanks was extended to all who participated in the process involved in creating this document.

9. Approval of Minister Position Description

Preamble to the motion given by Heather McGavin:

I would like to start by telling you that there have been a couple of minor changes to this document since it was sent out to you. These changes are minor but subtle and we made at the recommendation of the Human Resources Commission at Regional Council.

The first change is under the heading of Continuing Education. The bullet point there now reads: "We encourage the minister to reflect on the goals of the Living Faith Story in their choices of professional continuing education, drawing on the annual continuing education allowance budgets and not exceeding it." The previous wording was just a bit more prescriptive.

The second change is under the heading of Administration. The second bullet now reads: "Prepare a monthly written Board report and participate as a member at monthly Board meetings". This is just acknowledging that the minister is a member of the Board and the previous wording did not recognize that fact.

Before I make this motion, I want to extend a sincere thanks to the entire TT for volunteering to draft the position description and all of the work that went into getting us to this point. I want to acknowledge the Transition Team for the endless hours of meetings and email collaborations, but special thanks go to Stacy for doing the bulk of the work on the draft that was finalized in this format by Dale and me. I also want to thank the Committee chairs who took the time to meet with the TT.

Their input has informed this position description extensively so know that they were heard and that their input is reflected in this document.

When you read this position description, your first thought might have been was 'yes - that is exactly who we need'. We have defined who we think would be the perfect minister for us, but we may not find the perfect person. We have set our expectations very high and what we want may be too much for any one person to deliver but our Search Committee is going to make every effort to find the best match for us. We just all need to be flexible and balanced – both as a Board and congregation as well as the new minister.

Motion: To approve the Ministerial Job Description with minor changes as presented.

Moved by: Heather McGavin,
Seconded by: Sue Stephen.
CARRIED unanimously

Thanks was extended to all for their participation to create this document.

10. Approval of Search Committee Candidates

Preamble to the motion given by Heather McGavin:

We are really excited to present this proposed slate of search Committee candidates to you, but we should probably tell you a bit about the process that we went through. Looking at timelines and approval processes, the TT asked that the Board name a Search Committee by mid-June. Several meetings were held with Board co-chairs, Rev. Helen, Sue Stephen as a rep to Regional Council and a trained Liaison on the Human Resources Commission, and Carol Boyle representing past chair and her experience with Board Governance to put together a list of potential candidates. If you read the document that was circulated, you saw some of the criteria that the UC states that Search Committee members should meet. There were other considerations that we also took into account, recognizing that not every candidate can meet all of these criteria.

- 1) We have followed the recommendation from Regional Liaisons to our TT that two members of the TT be included in the Search Committee for consistency purposes.
- 2) We have representation from the three legacy congregations.
- 3) These individuals have the ability to work in potentially protracted, ambiguous, and emotionally charged settings.
- 4) Most have current or past Board experience.
- 5) Most of them have demonstrated leadership roles in current/past church Committees/activities.
- 6) We believe that we have achieved demographic diversity.
- 7) These individuals, having reviewed what's entailed in the role and the Handbook on Search and Selection, have indicated interest in participating in the Search Committee.
- 8) The candidates have shown a willingness to commit a significant amount of time to the process, 12+ months, beginning in September and continuing until at least the start of the new Minister's term, likely requiring a minimum of weekly meetings.
- 9) They have a familiarity/comfort with UCC protocols, including the guidelines as set out in the UCC Search Committee guidelines and agreement to sign confidentiality agreements.
- 10) Some have past Search Committee experience.
- 11) We have professional Human Resource experience on this Committee.
- 12) These individuals have long-standing, continued participation/attendance at Grace.

We have asked if any Board members interested in stepping forward contact us and we have not received any requests.

Motion: To approve the Search Committee as presented.

Moved by: Heather McGavin,

Seconded by: Paul Bartu

CARRIED unanimously

Please Note: Search Committee nominees abstained from voting on this motion

Thanks was extended to:

- Heather McGavin for providing the context on each motion
- The Search Committee for agreeing to serve
- Transition Team for their guidance through this process
- Everyone at GUC who contributed their thoughts and ideas to the Community of Faith Profile and Minister Position Description
- Marilyn Parsons of HFRC for attending the meeting

11. Other Business

- a. Reminder was provided that UCW will meet Tuesday evening at 7 PM on the church patio / lawn to discuss Candy Cane Traditions
 - b. Question was asked: do we know when we will return to the building for Sunday services?
 - The short answer is no
 - We can technically return now with COVID restrictions, 25 maximum attendees, however we are not yet ready to do so
 - Communications is working through the logistics of providing in-person services while also continuing online services
 - We may be able to return sometime post Labour Day
 - We will be seeking input from the congregation regarding their comfort level in returning without knowing people's vaccination status and recognizing children under 12 will not be vaccinated
 - c. Question was asked if a straw poll of those at this meeting could be taken to determine people's comfort level with returning to the building
- The following question was posed to attendees "Recognizing that you will not know the vaccination status of attendees and that children under 12 years will not be vaccinated, are you comfortable returning to GUC for live services in the Fall of 2021?"

- Approximately 50% responded yes

12. Motion to Adjourn by Gary Goodale

13. Closing prayer by Dale Martin

Attachments:

- 1) Grace United Church Burlington Community of Faith Story and Financial Viability Worksheet as approved by the Board.
- 2) Ministerial Job Description as approved by the Board.
- 3) Search Committee as approved by the Board.

Dale Martin

Dale Martin Board Co-Chair

May Griffiths-Turner

May Griffiths-Turner, Board Secretary

Grace United Church Burlington

Ministerial Search Committee

Aislinn Doran

Mark Goodale

Jane Hunter

Mike Lawton

Kathryn Munn

Chisanga Puta-Chekwe

Sue Stephen

May Griffiths-Turner

Minister Position Description

Community of Faith: Grace United Church Burlington

Regional Council: Horseshoe Falls

Date: 9 July 2021

Position Title: Congregational Minister

Position Profile: Full-time (40 hrs/week)
Solo

Position Summary

Grace United is blessed with a congregation that has come together, as of July 1, 2019, to continue the ministries, and enhance the legacies of our 3 amalgamated congregations. We are a church which promotes the public good by loving God and our neighbours and embraces *Belonging, Learning, Connecting in Grace* as our guiding principle.

We look to a Minister for inspiring and meaningful worship; pastoral care and spiritual guidance; as well as active engagement in helping us grow our presence in North Burlington, especially with youth and families. We need a Minister who has the “ministry of presence” – who knows when to lead, when to follow, and when to lift up and embrace the gifts of others.

Autonomy in Decision Making:

The Minister reports to the Ministry & Personnel Committee and the Board and acts as the senior on-site staff member, making necessary decisions to ensure the efficient daily operations of the church, and provides day-to-day work direction to the Office Administrator and Music Director. The minister is expected to work collaboratively with the Board and individual Committee Chairs and seek approval from relevant stakeholders as the situation warrants.

Principal Areas of Responsibility and Associated Duties

Leadership

- Provide strong leadership in worship, pastoral care, and spiritual development
- Provide day-to-day direction to the Office Administrator and Music Director related to work priorities. Redirect performance or employment related questions to the Ministry & Personnel Committee

Principal Areas of Responsibility and Associated Duties

Leadership (Continued)

- Recognize, encourage and empower congregation members to share their gifts and lead in ways that are authentic and comfortable for them
- Encourage and support the Board on their governance, discerning and visioning, with our core values and desire to grow in mind
- Demonstrate an interest in the financial position of the church and offer guidance to the Finance Committee re policy/governance. Promote stewardship initiatives
- Participate regularly in congregational events, including outreach activities, where possible

Worship

- Prepare and deliver meaningful Sunday services that include a balance of contemporary music and traditional favourites and, incorporate progressive theology that is relatable to the community of faith, reflects current events, and makes you think. Periodically, a creative approach to Sunday services is encouraged (i.e. once/month)
- Administer the sacrament of Communion once a month or as agreed with the Worship Committee
- The minister is responsible for driving the plan for services but works

cooperatively and flexibly with the Worship Committee each month to plan the details of upcoming services, organize the work and clarify responsibilities

- Provide an outline of the service and any required audio/visual material to the Communications Committee in advance, to allow time to prepare for the service
- Leverage the expertise of the Music Director to cooperatively plan music for Sunday services and special events
- In collaboration with the Worship Committee, conduct special services, events or programs as needed (i.e. in response to a current event that affects the congregation, for spiritual practice, or to encourage youth and young families)
- Remain open to delivering both virtual and in-person services, as necessary

Pastoral Care

- Collaborate with the Congregational Care Network (CCN) to coordinate consistent and meaningful pastoral care to members and adherents, as needed. Tailor the approach to care based on the individual's needs and the input of CCN, while maintaining confidentiality
- Support those within the community requiring pastoral care and/or spiritual guidance (including walk-ins, outreach participants).
- Maintain awareness of social services available for those in need, and assist in making connections as needed
- Support the initiatives of the Tele-ministry, Prayer Chain and Prayer Shawl Ministries as alternative pastoral care offerings

Principal Areas of Responsibility and Associated Duties

Faith Formation and Christian Education

- Support the idea that spiritual growth is a shared responsibility of the community of faith by: 1) being open to what defines a spiritual growth opportunity, 2) building the capability of the Faith Formation Committee to support Christian education, and 3) empowering the congregation to be stewards of their own spiritual development and support the development of others
- Work collaboratively with the Faith Formation Committee on a monthly basis to: identify, plan and lead at least 2 traditional Christian education opportunities throughout the year, as well as encourage and support more creative, grassroots alternatives that the community of faith organizes and leads themselves based on interest and capacity
- Be an active presence in the spiritual growth of the children and youth of GUC by: delivering an engaging children's message each Sunday,

offering guidance and support to the volunteer Kids Program Coordinator, and building relationships with youth and families in our community. There is also a desire to return to an annual youth summer camp program

- Lead baptism, confirmation and marriage prep classes as required
- Advocate for the community of faith to grow their awareness of civic and social justice issues by integrating these topics in our Faith Formation programming and promoting inclusivity in all educational opportunities

Community Outreach and Social Justice

- Actively support GUC's community outreach programs by: speaking positively about the impact of outreach, encouraging congregation members to take on leadership roles in outreach activities, and participating periodically in outreach initiatives
- Maintain awareness of community needs by building relationships and actively engaging with outreach participants and local community members, with a specific focus on youth, families and seniors
- Participate periodically in Outreach Committee meetings to: stay apprised of outreach activity, alert the Committee to community needs, share ideas, and offer support and guidance to Committee members

Self-Care

- In collaboration with the Ministry & Personnel Committee, set goals for ongoing self-care by maintaining a healthy balance of their own physical, emotional, and spiritual well-being, including: rest, recreation and professional development

Continuing Education

- We encourage the minister to reflect on the goals of the Living Faith Story in their choices of professional continuing education, drawing on the annual continuing education allowance budgeted and not exceeding it.

Principal Areas of Responsibility and Associated Duties

Denomination and Communities

- Engage in the life of Regional Council and/or General Council and share any learning with relevant Committee(s)
- Offer guidance to the congregation regarding participation in other

local United Church activities, and inter-faith activities in the community

- Collaborate with other local United church ministers for opportunities for shared worship, or partnership in spiritual growth initiatives

Administration

- Manage own calendar and share with the Office Administrator and Chair of Ministry & Personnel Committee
- Prepare a monthly written Board report and participate as a member at monthly Board meetings
- Attend various Committee meetings as needed, with specific focus on attending monthly Committee meetings for Worship and Faith Formation. Facilitate meetings where additional leadership/support is needed
- Prepare various ad hoc communications as required, or requested by the Communications Committee
- Attend ad hoc Committee meetings as required e.g. Re-entry Committee

Required Knowledge, Skills and Attributes

- Minister recognized within the United Church of Canada, or eligible to be admitted to the UCC
- A collaborative and flexible leader, with a focus on listening, building relationships and bringing out the best in the congregation; who role models progressive and inclusive behaviours and creates an environment where *belonging*, *learning* and *connecting* are paramount
- Experience managing diverse stakeholders with potentially competing interests
- Demonstrates an interest in, and/or knowledge of relevant social justice issues and opportunities in our local community and the world at large
- Ability to travel within the area of pastoral charge membership
- Comfort and capability with computers and basic technology, including email, MSOffice products, videoconferencing and recording

Community of Faith Living Faith Story & Financial Viability Worksheet

If Grace United Church Burlington (amalgamated July 1, 2019) were to be described as a tree, it would be one with an extensive and strong root system and a living edge, healthy, and ready to continue growing.

Guiding Principle

Belonging, Learning, Connecting in Grace.

Core Values:

Kindness, Fellowship, Spiritual Growth, Acts of Service, Leadership, and Inclusivity

As followers of Jesus Christ, we believe we are called to live out His commandments; to love God and to love our neighbours as ourselves (Matthew 22:37-39), and to do justice, love kindness and walk humbly with our God (Micah 6:8). We believe that by adhering to our core values: **Kindness, Fellowship, Spiritual Growth, Acts of Service, Leadership, and Inclusivity** we will achieve whatever God calls us to do within our community of faith, our wider community and the world.

Each of our Core Values is linked to scripture, has a definition and descriptors of how we demonstrate or live out each of the values. [These can be found here.](#)

The congregation chose our Core Values. The definitions and descriptors were written, and the scriptures chosen, after consultation with the congregation during the Fall/Winter 2020-2021.

Summary of Our Community of Faith:

Grace United is the amalgamated congregation of Nelson, St Stephen and Tansley United Churches, now residing in the former Tansley United premises in Burlington Ontario. We are blessed with a congregation that has come together, as of July 1, 2019, to continue and enhance the ministries and legacies of the originating congregations and grow our United Church presence in North Burlington. Through our period of transition, we have identified as a church, which promotes public good by loving God and our neighbours. This is demonstrated through outreach activities funded by grants and endowment funds. We are a mature demographic traditional church who values high standards of worship, spiritual guidance, pastoral care and music ministry. Looking towards the future, we see Outreach,

Community Support and Social Justice as avenues to grow our presence and influence in North Burlington.

***Please refer to our website at Graceunitedchurchburlington.com for full details of our combined church history, current governance, ongoing congregational and community programs, and past services.*

Definition of Current Ministry:

Administration – Priority 9 – We have 0.8 FTE administrative support. Lay leadership within the congregation consists of an active Official Board, which consists of Committee chairs and other members of the congregation. There are fifteen Committees which meet either monthly or as required (Music & Worship, Outreach, Faith Formation, Finance, Food Fun and Fellowship, M & P, Congregational Care Network, Property, Trustees, Nominating, Stewardship, Welcoming and Membership, two Endowment Committees and Communications). There are a number of individuals who take on leadership roles in the life of the church especially when we embark on special projects.

Community Outreach & Social Justice – Priority – 5 – We have developed an extensive series of community outreach programs that focus on vulnerable populations including single moms, youth and seniors. We liaise with other Burlington churches in supporting the wider community and our outreach efforts reach as far as northern indigenous communities.

For several years we have had a Single Moms night each month and a Seniors' cooking program where they prepared dinner twice a month. During COVID we were not able to replicate the Single Moms program remotely, but the Seniors Cooking program switched immediately to zoom where there were themed evenings with our chef demonstrating meal preparation appropriate for folks living on their own and the recipes were shared.

Our Elf Network supported 20 families last Christmas as well as providing gifts to our seniors and single moms. Medical masks were sewn and made available within days of the pandemic.

Our Food for Life program, (food recovery), supports 75 families and we have a food pantry for emergencies. Grace has relaunched the Fresh Food Box program providing fresh primarily locally sourced produce to families in the community.

We have worked with community partners to provide summer youth camps. One of the most memorable was when we ran a Lion King musical camp with the assistance of our Musical Director, which engaged children in the community and provided them with an opportunity to develop talents and boost self-esteem.

Every summer we run a backpack program distributing approximately 100 backpacks and other appropriate school supplies to children in the community.

The Outreach ministry has ongoing financial support from congregational offerings, grants and through our endowment funds, which support community outreach programs, as well as national and international endeavours.

Continuing Education – Priority – 4 – We live out Spiritual Growth as one of our core values through the dedication of many to lifelong learning. Our congregation is enriched with a Book Club, enjoys Bible Study and topical studies (i.e. First Nations Relations, Environment and Justice issues). There is a desire for more learning opportunities in the future. We aspire to an ongoing relationship between worship and continuing education and spiritual guidance.

Denomination & Communities – Priority 8 At present we have three congregational representatives to Regional Council. One rep is serving as a Liaison to a Search Committee and serves on the Human Resources Commission. There is an active local ministries network and yearly participation in a multi-denominational Annual Remembrance Service at Christmas in partnership with a local funeral home.

Faith Formation & Christian Development – Priority 3

Each of the legacy churches had their own Faith Formation / Christian Development history. Most of our congregants are schooled in the traditional ways of carrying out Christian Development. For example, in 2020 we held a Lenten Bible study, and an Advent session was carried out through Lectio Divino and a desire for more bible study in the future has been expressed. While Grace United has not fully developed a plan for Faith Formation/Christian Development there are ongoing discussions about expanding our concept of spiritual growth to be much broader and more inclusive. Members of the congregation have expressed a need/desire to learn more about faith in general, the teachings of the United Church, and to understand the relevance of the Bible today. We want to empower the congregational members individually to be stewards of spiritual growth and to have this concept embraced as an integral part of who we are. We hope to foster leadership within the congregation to move this concept forward.

It has not been possible to maintain a children's program throughout the pandemic.

In an attempt to both promote self-study of the Core Values and create a list of favourite hymns for members of Grace United Church, each member of the congregation was asked first to identify their favourite hymn, and then to identify

the hymns, which for them bring meaning to the Core Values.

Leadership – Priority 6 – ongoing mentoring of current and future lay leaders is important to our congregation. As well as having one Licensed Lay Worship Leader as a member of our congregation, numerous other members of the congregation provide worship leadership throughout the year. We are blessed to have many individuals who take on various leadership roles in the life of the church in addition to the traditional leadership roles that congregants assume (such as chairing Committees or taking on special projects). They see a need and take it upon themselves to respond to it.

Evidence of leadership within the church has emerged prominently with the pandemic. Our interim minister and the communication team showed great leadership in pivoting to online services within 48 hours of our provincial lock down at the beginning of COVID and not one Sunday service was missed.

Our exceptional music director has taken the choir to the production of high-quality recordings of hymns and anthems for each service.

The communications team also initiated a News You Can Use video each Sunday so that announcements and information sharing connects the congregation each week without interrupting the service which is watched in various locations across Canada, the US and UK.

A key group of church leaders have met throughout the pandemic to examine the steps involved with church re-entry when that will be allowed. A survey was sent to the congregation determining their priorities and concerns regarding re-entry. Safety protocols were developed, and new tenant contracts were drafted to include these new measures.

Two women who like to cook and bake started providing monthly dinners for folks in the church who are alone and needing some extra care. These are delivered by a willing cadre of volunteers.

A small group saw the need for a church directory and took up the task of creating and organizing this with a company that creates church directories. This had to change completely once COVID was on the scene and undaunted, they gathered all of the required information and consents and had a directory printed up. The delivery of these was coordinated with a Christmas cookie drop requiring a great deal of organizational detail because church envelopes were delivered at the same time.

Pastoral Care – Priority 2 – We are a mature demographic with ongoing needs for Pastoral Care. We have a strong Congregational Care Network who provides

on-going support to shut in members and those experiencing life changes. During COVID a phone tree was initiated for more constant connection with members and adherents, and a once-a-month meal delivery program was initiated to emotionally boost those who were most isolated or benefitting from some extra care. Christmas and Easter cards were sent out to all members of the congregation along with a small plate of baking and all congregants received their own small Grace United Church candle to use during the online services.

Self Care – Priority 7 – The congregation and the minister are encouraged to recognize and name the needs of the church. All have a responsibility to respond to identified needs. We also recognize that no one can be expected to do more than they are able. The Ministry and Personnel Committee works closely with the minister to encourage a realistic workload, while maintaining a balanced lifestyle. Continuing Education funds for the minister are budgeted for annually. The minister is encouraged and supported in scheduling and taking vacation and study leave. The minister’s interest in ecumenical involvement in the community and contact with other United Church clergy and clergy from other denominations is also supported. The congregation is encouraged to share the workload to avoid burnout.

Worship – Priority 1 – Meaningful and rich Sunday Worship continues to be a key desire of the congregation. We have an exceptionally talented music director and a good-sized choir. We appreciate meaningful, traditional worship and a music ministry that is delivered in an eloquent and engaging fashion. With the assistance of the Communications Committee running equipment, we have enhanced audio and visual components to our worship services. During COVID we have utilized YouTube but even before, we appreciated PowerPoint as part of our worship experience. The congregation has a desire to explore alternative forms of worship and recognizes that this can be a pathway to expanding our reach in the community.

5) Do you have any goals for the next year that might enhance your current ministry or begin something new?

As Burlington continues to grow and evolve, we recognize that the future of our congregation lies in meeting the needs of an increasingly diverse community. Balancing the needs of our current congregation with those of new demographics to maintain relevancy in our community, including a re-focusing of our in-house family and youth programs, will be an increasingly important goal for Grace in the coming years.

We are currently exploring the process required to become an Affirming Congregation and want to ensure that our inclusiveness is all encompassing.

Our Outreach chair is currently in discussion with Six Nations Polytechnic/Community College to investigate optimal ways to support the heritage language program.

The Outreach program will also be re-evaluating each of the programs offered to ensure that when we can begin to offer them again in person, our volunteer base will be optimized and that the needs of the community are being met adequately.

We are also exploring ways in which we can maintain a digital presence post COVID to ensure that all members of the congregation can be included in worship activities. Ten members of the congregation (as well as our interim minister) attended the United In Learning "The Church Has Left the Building" webinars to address our learnings from this pandemic and to plan for when we can be in the church in person and carry those lessons forward. We will continue to explore ways in which we serve our community (both internally and externally) in ways that bring life to our core values.

Committee Position descriptions are under review to ensure alignment with our Core Values, Guiding Principle and to determine whether actions suggested in congregational discussion of the Guiding Principle may be implemented.

One goal of the Transition Team that has not yet been acted on is the implementation of a Stewardship program. This work is pending for fall 2021.

Developing leadership within the congregation is a goal that has been identified on many fronts. Not only will it benefit the work of the church as we reach out to the community, but it will develop the strength and spiritual development of the congregation.

Members of Grace are blessed but also hold the responsibility to oversee the substantial endowment funds that were amassed with the sales of the Nelson and St Stephen buildings and properties. There are clear guidelines for the use of these funds. Funds from the Nelson endowment fund can be used by Grace for capital and outreach projects but both members of Grace (most likely the Outreach Committee) and community organizations can apply to the St Stephen Endowment Fund to support various Outreach activities. One of our goals is to make this application process easier and accessible to the congregation and to the community.

Antler River Watershed; Horseshoe Falls; Western Ontario Waterways Regional Councils

Community of Faith: Financial Viability Worksheet

PURPOSE: To provide information about the Community of Faith's financial ability to support ministry.

Who uses it: Communities of Faith in gathering their profile information for ChurchHub and preparing their Living Faith Story. Copies are sent to the Regional Council in digital form.

Community of Faith: Grace United Church Burlington

Address: 2111 Walkers Line Burlington ON L7M 0Z2

Pastoral Charge: _____

Regional Council: Horseshoe Falls

Date: July 20, 2021

Please append a recent financial statement to this worksheet.

We have attached a copy of our recent financial statements Yes

See Interim Operating statement as at April 30/21 attached at the end of this document.

1. Do your expenses exceed your revenues?

Year	Total Revenues (incl. PAR, envelopes, fundraising, other income)	Amount given through envelopes	Amount given through PAR	Expenses	Do expenses exceed revenues? (yes/no)	Bank balance at end of year
Current year to date April 30, 2021	\$77,736	\$12,396	\$44,975	\$82,223	Y	\$95,999
One year ago 2020	\$258,340	\$61,571	\$128,813	\$264,259	Y	\$103,219
Two years ago 2019	\$258,281	\$61,223	\$93,609	\$248,218	N	\$31,122

Three years ago 2018	\$229,662	\$	\$	\$228,125	N	\$14,267
Four years ago 2017	\$252,310	\$	\$	\$230,626	N	\$44,349
Five years ago 2016	\$213,932	\$	\$	\$218,898	Y	\$14,642
Six years ago 2015	\$224,620	\$	\$	\$229,566	Y	\$9,155

Comments:

The above financials reflect our changing organization. The results from 2015-2018 are for the former Tansley United Church. Tansley was joined by their friends from Nelson United and remained as Tansley until it was agreed that they would also unify with St Stephen United. The three united into one and began to unify the financials, in summer of 2019. Endowment funds belonging to two of our founding churches provide us with helpful transitional support as well as supporting outreach and capital needs. While our expenses have exceeded revenues, we have had cash, plus endowment support as well as a loan from the federal government that have eased that burden due to the COVID pandemic. We are also fortunate to have maintained revenue sources through consistent rental, the most consistent of which has been a nursery school. We have been blessed through the pandemic by consistent giving, and by many congregants switching to PAR, which has stabilized our cash flow projections. To some extent, year and year comparisons, given the changing nature of our organization as we unified three churches into one, is an apples to oranges comparison. To be clear, the numbers reflected here, pre unification, are Tansley numbers.

2. Payroll Costs:

At present we have called or appointed the following paid staff:

Minister: ~~40~~ hours per week

Secretary: 30 hours per week

Custodian: 8.5 hours per week

Other (youth, Sunday School, etc.): 20 hours per week MUSIC DIRECTOR

Our Cost of Living Group is 5

Cost of payroll (\$ paid plus employer contributions (EI, etc.) for everyone.

Current year 2021	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
\$54,506	\$172,330	\$159,687	\$149,522	\$145,666	\$146,252	\$145,511

3. Have you experienced a deficit for more than two consecutive years in the last five years?

No Yes

4. Are there any outstanding loans? No Yes if yes, please list?

CEBA \$60,000

5. Do utilities, maintenance, and repairs exceed 25% of revenues?

Year	Utilities (Power & Water)	Fuel	Maintenance	Total	Exceeds 25% of Revenues (Yes or No)
Current year	\$3,339	\$	\$7,815	\$11,154	n
One year ago	\$10,882	\$	\$12,896	\$23,778	n
Two years ago	\$13,642	\$	\$13,988	\$27,630	n
Three years ago	\$14,136	\$	\$14,956	\$29,092	n
Four years ago	\$13,230	\$	\$13,322	\$26,552	n
Five years ago	\$13,694	\$	\$9,545	\$23,239	n
Six years ago	\$13,301	\$	\$17,122	\$30,423	n

6. How many contributors support your congregation?

Current year	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
129	151	134	110	109	104	103

7. How many contributors would you have in each age group this year?

0-20 years	0
21-30 years	1
31-40 years	2
41-50 years	7
51-60 years	36
61-70 years	30
71-80 years	34
81+ years	30

We do not collect data related to the ages of our congregation. The numbers noted in the columns related to contributors and age groups are our best guess. Also of note is the fact that if a couple contributes jointly, they are counted as 1 contribution.

8. Is there a reliance on a few generous contributors where 50% of the revenues come from one or two contributors? No Yes

Contributors and Givings

Annual giving	Number of givers: Current year Pro Forma	One year ago 2020	Two years ago 2019	Three years ago 2018	Four years ago 2017	Five years ago 2016	Six years ago 2015
\$20-\$250	31	31	20	19	12	18	20
\$251-\$500	17	17	18	17	18	13	16
\$501-\$1,000	30	30	26	17	16	18	9
\$1,001-\$5,000	65	65	67	52	58	51	62
\$5,001+	8	8	3	5	5	4	3

9. Have you taken part in a stewardship project (campaign) in the past two years?

- No project, however donors have been encouraged to donate through various methods, cheque, PAR, e-transfer, CanadaHelps
- Yes–Letters to congregation when we have the need AND at key philanthropy periods, such as Christmas and Easter
- Yes–Regular information and letters sent to all members and adherents
- Yes–Program such as Called to Be the Church with information during worship, letters, and a request for commitment
- Yes–Program and information presented at a congregational get-together e.g. AGM, 1/4ly presentations from the Finance Team
- No–All-member visitation
- Other

Since Sept 2020, with the implementation of e-transfer, we have had 215 donations via that method.

Click or tap here to enter text.

Have you encouraged members, at least yearly, to increase PAR givings? Yes

71% of our donors are on PAR, resulting in regular monthly income of \$12,750.

10. Please list any investments, special funds, and other monies your community of faith holds. What are the rules/restrictions around the use of those funds?

Investment / Fund / other	Amount	Rules/Restrictions
Nelson Endowment Fund	\$1,000,000	Interest to be used for capital expenses only
St. Stephen Endowment Fund	\$2,900,000	Interest to be used for Outreach purposes only, in the Burlington Community and beyond

THINKING ABOUT THE DATA YOU HAVE COLLECTED

The covenant with a minister that you call is seen to be at least a three-year commitment. Show how you will be able to meet that commitment.

OBSERVATIONS

11. Treasurer’s observations:

As a Finance Committee, we are confident in our congregation that they will continue to support operations. We are also confident that as we turn the corner on the pandemic, our earned revenue sources will return to being viable parts of our organization’s financial story. Lastly, we benefit greatly from the support of our endowments, which help us maintain the

formerly exceedingly challenging costs of looking after our building and property and extends our ability to support Outreach organizations and concerns in the community. We are optimistic about our future and look forward to the new call.

12. Search team's observations (if separate from above):

[Click or tap here to enter text.](#)

Regional council's observations (optional):

[Click or tap here to enter text.](#)

RECOMMENDATIONS

Based on the treasurer's observations (above) and financial information, we are confident that we can support a category F, level 5 minister for a minimum of 3 years.

** Recommendation of search team, treasurer, and governing body:

[Click or tap here to enter name of community of faith](#)community of faith is viable to call/appoint a minister up to Category (A-F)[Click or tap here to choose a category](#) for [Click or tap here to enter hours per week](#) hours per week.

Pastoral Charge Statistical Information to be entered onto ChurchHub

Notes:

- 1) Of the \$758,000 in Liabilities, \$20,000 is CEBA forgivable, and \$697,765 is the original Tansley Mortgage, which is frozen, payable upon the sale of the property.
- 2) Above income figures do not include earnings from the \$3,900,000 in endowment funds, which are allocated for capital improvements and outreach activities.

<p>This information can be found on your most recent Statistical Report, or if there have been significant changes you can use updated information. <i>(In the future this will automatically update in your profile based on your online Value of Other Property, Endowments, Investments, etc.</i></p>	\$3.9M	(C) Other Organization, Sources, Means	\$53,185
Estimated Value of Church Land	\$5M	M&S Received from Pastoral Charge (Exclusive of UCW)	\$9,292
Property Insurance on All Church Buildings and Contents	\$2.5M	M&S Received from United Church Women	\$0
Total Liability on Loans, Mortgages, etc.	\$758,000	Paid Out for Other United Church Appeals or Funds	\$0
Expended for Local Capital Improvements	\$0	Paid Out for Other Purposes (Hospital, Bible Study, etc.)	\$0
Expended for Capital Debt Principal and Interest Repayment	\$0	Compensation Paid to One Minister, Lay Supply or Student Supply (2020)	\$ 70,969
Expended for Operation of Pastoral Charge (incl. All Salaries)	\$264,209	Compensation Paid to Other Ministerial Staff	\$0
		Travel Expenses Paid to Ministerial Staff (2020)	\$150

Grace United Church

Profit and Loss Statement to April 30, 2021 2021 YTD

	Actual	(Assuming 100% virtual services) 2021 YTD Budget	Variance to Budget YTD
REVENUE			
Offerings - Envelopes & PAR	\$57,371	\$56,125	\$1,246
<i>Offerings - Outreach receipts</i>	\$1,434	\$1,384	\$50
<i>Mission & Service Receipts</i>	\$3,375	\$3,171	\$204
Other Misc. Receipts	\$3,186	\$3,048	\$138
Easter / Christmas offering	\$885	\$0	\$885
Rental Income	\$10,018	\$9,820	\$198
Fundraising	-	-	-
Government Subsidies	-	-	-
TOTAL REVENUES	\$76,269	\$73,548	\$2,7214
EXPENSES			
Payroll	\$58,841	\$57,104	(\$1,737)
Admin & General Expenses	\$5,182	\$5,130	(\$52)
Property & Maintenance	\$11,673	\$11,732	\$59
Committee Expenses	\$727	\$650	(\$77)
Transition Team	-	-	-
Regional Council Assessment	-	-	-
<i>Mission & Service Remittance</i>	\$3,375	\$3,171	(\$204)
<i>Outreach</i>	\$1,434	\$1,384	(\$50)
Other Misc. Disbursements	-	-	-
HST	\$43	-	(\$43)
TOTAL EXPENSES	\$81,275	\$79,171	(\$2,104)
NET PROFIT (LOSS)	(\$5,006)	(\$5,623)	\$617

Notes to the attached interim financials:

- 1) The financial statement as of April 30th shows an operating loss of ~\$5000. This is in line with our budget for the year. Envelope givings were ahead of plan but offset by unexpected salary costs.
- 2) The noted shortfall was expected. A key-contributing factor has been our inability to fundraise due to COVID, which we are confident will be re-established later in 2021.
- 3) We are targeting an overall 2021 operating shortfall of ~\$15,000. This is based on the assumption that the congregation will not return to live services until late in 2021. The forgivable portion of our CEBA loan of \$20,000 will cover the shortfall.
- 4) At the beginning of the COVID shutdown, both Endowment funds associated with Grace pledged financial support to the church if needed. We are pleased to note that to date, these funds have not been required. We are reasonably confident that the Endowment support will not be required to support 2021 operating costs under current re-opening expectations.

Reports of the Board Committees

Communications

Susan Ward-England (Chair), Bob England, Janice Hatt, Larry Hatt, Jack Seedhouse

Sunday Services

For the first 9 months of 2021 the Communications team produced a remotely recorded Sunday Service along with a News You Can Use feature. We would like to thank Helen and Michael and the choir for all of their hard work over the last year so that we were able to have a service available each week for the Grace family to watch.

October was a very busy time at Grace as the new A/V equipment was installed and tested. This equipment allowed us not only to record our service in the building but also to live-stream to our YouTube Channel.

New Equipment

Grace now is the proud home to:

- 3 remote access cameras (camera angles can change)
- A new sound board
- ATEM, a new switcher. This technology allows us to choose camera view etc. in order to produce the video which is seen by those at home.
- A new podium microphone
- A new microphone for the organ

This was an expensive project, but the Board made the decision that in order for Grace to grow in the future we needed to make this step. The Communications team did our best to purchase technology which will allow us to grow in the future.

Funding for the project:

\$18,000	The portion of the \$20,000 grant which Outreach was able to obtain.
\$8,934.20	Donations to the A/V project from the congregation
\$2,505.00	Shredding event funds
\$29,439.20	Funds available

The bill for the project to date is **\$29,196.94** so we will be able to cover the costs of this project.

Other impacts:

The Communications team increased the size of the A/V Booth, as we will now require 3 operators each Sunday. We also had to allow for the social distancing requirements.

We have reached out to our A/V volunteers and a few have been trained on the new method for in building slide projection. We have not yet begun to train the sound board volunteers due to social distancing. We have plans to train one more individual on how to operate the ATEM switcher and will probably require at least one more volunteer to be trained on this.

News You Can Use:

News You Can Use was a tool that was created each week to act as announcements in order to ensure that the congregation was kept up to date regarding the work of the church. This retired in October 2021 since we moved back to in the building services. This series ran from August 2020 until September 2021 and was a great source of information to the congregation.

As we moved back into the building, we returned to rolling announcements and verbal announcements at the beginning of service.

Social Media:

We acknowledge that a great way to get our message out the community is through the use of our social media platforms. We have been active on YouTube, Twitter, Facebook and Instagram.

YouTube

- 156 subscribers
- All services are publicly available
- Gives Grace the ability to livestream or pre-record services and any special messages

Instagram:

- 144 followers. (18 are church members, the rest are mostly other churches)
- This platform is really great for posting pictures but only our followers see the info.

- Posts are made a few times a month.

Twitter:

- 98 followers (17 are church members, the rest are mostly Burlington companies)
- This platform allows for short posts and pictures and is great since if a follower likes or comments on a post then their followers see it as well.
- The Sunday service info is posted each week. Other events are also posted as needed.

Facebook:

- 117 followers (42 are church members)
- This platform allows for longer posts and pictures/videos and allows followers to like or post comments.

Church Sign:

Over the past year the church sign was a great way to communicate out to the community about what was happening at Grace.

Future Plans:

The Communications team plans to make a proposal to the Nelson Endowment fund for 2022 to invest in a review of our current sound system to determine possible upgrades/mitigations that can be made at Grace to improve sound quality in the sanctuary. We will continue to have our hearing assist bench available and we are working on improving our hand-held hearing assist system.

Submitted by Susan Ward-England

Congregational Care Network (C.C.N.)

June Richardson, Janet Saunders(Co-chairs),

Members: Ruth Goodale, Gary Goodale, Janice Hatt, Donna Lelievre, Lynn Merwart, Kathy Munn, Sandra Newcombe, Sandy Wright, Barbara McKeown, Joan Hunt, Velma-Jean Johnson and Marilyn Martin

Congregational Care Network is a network of people within our church who reach out in a caring way to people in need.

If you know of needs within our community, please let Rev. Helen or the church office know.

COVID has made it more difficult but we can still call, listen and send a card.

We answered approximately 18 concerns in the last year and we have ongoing caring we do for those with 'special needs'.

A 'thank you ' to the Crop Circle who make us amazing cards.

Respectfully submitted,

Janet Saunders and June Richardson
Co-chairs

Faith Formation

Chair: Donna Lelievre, Kids Program: Stacy Goodale, Kids Program Assistant: Penny Edwards

*Members: Rod Saunders**

Children's Education: Gratitude to Stacy Goodale for purchasing the \$350.00 - curriculum for 2021/22 offered by **W**hole **P**eople **o**f **G**od.

- used once (so far) by Stacy for one child
- need more teachers/ assistants who are comfortable with in-church worship and have their Police Background Clearance checks up to date.

Congregational Supportive Education: note that Spiritual Development has been identified by Grace United Church as a core value.

- On-line Lent Bible Study attended by 3 people
- Donna and Stacy attended two support sessions offered by Horseshoe Falls Regional Council:

- We are sowing seeds, ready to address varying issues / interests and emphasize spiritual practice.
- assist the minister to prepare Sunday's scripture prologues that include some background information to enhance our deeper understanding of scriptural relevance to today's needs. (WPOG used as one resource for this)

Yet-to-be-met challenges to FF:

Due to the preoccupation of the search for permanent pastoral leadership, the Faith Formation Ministry has minimized congregational development.

- Advent Challenge was largely based on the wider United Church of Canada's 'Advent Unwrapped' resources and links were offered in 'The Grace-Line'. Challenges were proposed for congregants to adapt their personal prayer development as they desired.
- monitor progress of the Affirming Church preparations on best ways to set us up for success

We followed the lead by Rev. Helen as she preached a "Prayer Sermon" last May:

- Everyone needs to pray for an effective new pastor and pray hard: "There is power in prayer. When people work, they work, but when people pray, God works." Angus Buchanan
- Everyone needs to pray constantly, and pray hard for the search team, the leaders, and remain open to the spirits calling/guiding. *We may not know who we need but God does.
- Praying is not asking. Prayer is putting oneself in the hands of God, at God's nature and listening to God's voice in the depth of our hearts.

We are not alone. We are in God's hands and all will be well.

*not renewing the 2022/23 term

Respectfully submitted, Donna Lelievre, Chair

Finance

*Sandra Baker (Chair), Sandra McKeown (Treasurer), John Allchin (Donation Steward),
Dave Shilton*

The Finance Committee is pleased to provide the 2021 Financial results and the 2022 Budget for Grace United Church.

Financial Results 2021:

Results for 2021 show a "Net Loss" of \$23,223. This is very close to our 2021 budgeted loss of \$23,422. The shortfall will be covered by existing funds in the Grace United Church bank account.

A review of envelope givings for 2021 is very encouraging. In spite of Grace United Church being closed to in person worship for most of 2021, envelope givings (including Easter/Christmas donations) totaled \$199,956. This amount was favourable to our 2021 budget by \$11,331 (6.2%) and an increase from 2020 of \$11,710 (6.2%). We can't thank-you enough for this increased support throughout a very challenging year. Your generosity has been critical in helping to offset some unplanned expenses in 2021.

Operating expenses for 2021 show an unfavourable variance to budget of \$10,971. The reason for this is due to unplanned Payroll costs related to the departure of a long-term employee. We note that expenses in other areas (Property and Maintenance & Committee Expenses) were less than budgeted which was helpful to reducing our shortfall in 2021. We thank the Committees for limiting their spending this year.

Budget 2022:

The 2022 Budget for Grace United Church predicts a shortfall of \$7,825. There are currently enough funds in the bank account to cover this shortfall.

The budget was built with projecting an increase in envelope givings of 3%. With the majority of our envelope givings coming via monthly Pre-authorized Remittance (PAR), to assist with achieving the 3% increase we are asking that you take a moment to review your current monthly donation. If you can manage an increase of 3% it is very simple to make that change. By sending an email to John Allchin (Donation Steward) allchin.jl@gmail.com you can help to ease the burden of ever-increasing day to day costs of the church.

The budget for Rental income and Fundraising revenue are at 2021 levels but we are hopeful, as COVID restrictions begin to ease and Grace United Church gradually reopens in 2022, we will see these revenue streams begin to increase.

In 2022 our Canadian Emergency Business Account (CEBA) loan of \$60,000 will be repaid. The money to repay the loan is in our bank account. The terms of the loan require Grace United repay \$40,000 with the remainder of the loan (\$20,000) to be forgiven. This means Grace United will be able to recognize the \$20,000 as income and we will use these funds to assist with our Operating expenses for the year.

We anticipate there will be an increase in expenses as the church re-opens due to greater use of the building. We are also expecting a small increase in Committee Expenses and have projected potential relocation costs for a new minister of \$5,000.

Summary:

After two years of COVID the finances of Grace United Church are reasonably strong. During this time, we have benefited from increased givings, Government support, a commitment by the Committees to limit expenses and a positive bank balance which covered shortfalls.

Going forward we will be challenged. After this year we will no longer have funds in the bank to cover shortfalls, nor will there be anymore government programs to assist with Operating expenses. One area that we can focus on is increasing rental income. During COVID rental income dropped significantly from previous years. We must look to bring renters back to the church. Additionally Fund-raising revenue should improve in 2022 as Grace United Church re-opens.

Finally, I want to acknowledge the hard work of Finance Committee members Sandy Mckeown, Treasurer and John Allchin, Donation Steward. Both roles require a lot of time and dedication. Sandy has been instrumental in finding ways to streamline the role of the Treasurer while continuing to provide timely and accurate reporting. John has been involved in increasing our PAR participation which is so helpful in ensuring a reliable monthly stream of revenue.

Lastly, a thank-you to the previous Finance Chair, Sandra Baker. Sandra's hard work ensured that upon her departure the Finance Committee was running well and could focus on the financial needs of Grace United Church.

Respectfully Submitted

Dave Shilton
Chair - Finance

2021 Balance Sheet

Grace United Church			
Balance Sheet as at December 31, 2021			
Cash			
Operating Funds	\$ 21,656	Accounts Payable	\$ 16,360
CEBA Loans	60,000		
Parking Lot Fund	22,400	Music Fund	227
		Amalgamation Fund	500
		COVID Dinners Fund	804
Fixed Assets		2021 Property funds (Nelson)	11,172
Church Building	1,659,021		12,703
Church Equipment	137,428	Parking Lot Fund	22,400
Office / Other Equipment	19,465		
Parking Lot	12,268	Goods & Services Tax	(8,531)
		Loans	
		CEBA	60,000
		VIM Capital	494,477
		HUCEC Capital Loan	203,288
		Congregational Equity	1,150,680
		Retained Earnings	6,253
		2021 Net Loss	(25,393)
Total Assets	<u>\$ 1,932,237</u>	Total Liabilities & Equity	<u>\$ 1,932,237</u>

2021 Profit and Loss Statement

	2021 Actual	2021 Budget	Variance to Budget	2022 Budget
REVENUE				
Offerings - Envelopes & PAR	\$188,231	\$183,625	\$4,606	\$193,200
Easter/ Christmas offering	11,275	5,000	6,275	5,000
Rental Income	30,416	29,460	956	29,334
Fundraising	4,159	4,700	(541)	4,700
Other Misc. Receipts	8,422	8,548	(126)	8,200
Loan Forgiveness				20,000
TOTAL REVENUES	\$242,502	\$231,333	\$11,169	\$260,434
EXPENSES				
Payroll	208,265	189,253	(19,012)	196,694
Admin & General Expenses	16,025	17,060	1,035	18,360
Property & Maintenance	24,426	29,107	4,681	28,870
Committee Expenses	2,029	6,335	4,306	6,335
Relocation Costs			-	5,000
Regional Council Assessment	9,151	10,000	849	10,000
Other Misc. Disbursements	3,253		(3,253)	0
HST	2,578	3,000	422	3,000
TOTAL EXPENSES	\$265,726	\$254,755	\$(10,971)	\$268,259
NET PROFIT (LOSS)	\$(23,223)	\$(23,422)	\$199	\$(7,825)

Receipts distributed to other accounts:

<i>Mission & Service Receipts</i>	10,054	9,571	483	11,300
<i>Mission & Service Payments</i>	<u>12,079</u>	<u>9,571</u>	<u>2,509</u>	<u>11,300</u>
	<u><u>\$(2,026)</u></u>	<u>0</u>	<u><u>\$(2,026)</u></u>	<u><u>0</u></u>
<i>Outreach Revenues</i>	10,922	4,184	6,738	7,800
<i>Transfers to Outreach account</i>	<u>11,771</u>	<u>4,184</u>	<u>7,587</u>	<u>7,800</u>
	<u><u>\$(849)</u></u>	<u>0</u>	<u><u>\$(849)</u></u>	<u><u>0</u></u>
Operating	<u>\$(23,223)</u>			<u>\$(7,825)</u>
M&S	<u>(2,026)</u>			<u>0</u>
Outreach	<u>(849)</u>			<u>0</u>
Total	<u><u>\$(26,097)</u></u>			<u><u>\$(7,825)</u></u>

Horseshoe Falls Regional Council

(From Grace's Reps to Horseshoe Falls Regional Council) Shirley Bottaro, Gary Goodale, Sue Stephen

Horseshoe Falls Regional Council met virtually twice in 2021 in May (May 27 and May 29, 2021) and October (October 14 and October 16) Highlights of the meetings include:

May 27 and 29, 2021

- Worship - Outreach - in talking with indigenous brothers and sisters we are told that land acknowledgement is just part of our work. Justice must come before reconciliation.
- Communications - Kate Rodd is the person at General Council responsible for Communications and is happy to respond to questions from congregations. She oversaw the development of UCC website.
- Faith Formation - suggested contact with Kathy Douglas to learn more about the emergence of "ministry with and by youth"
- In 2020 Horseshoe Falls, along with the Regional Councils of Western Ontario Waterways and Antler River Watershed voted to become Affirming Communities. Their designations will be celebrated on Sunday June 6 in an online worship service. The theme is "We are one. We are many. An invitation was issued to all members of Grace through the Grace Line for the week of June 6 and some members did attend.
- All - United Church of Canada is intentional in becoming Non-Racist. Program being offered over the summer - a Summer Learning opportunity open to all that will be a study of racism - through poetry, literature, movies etc. Books available through Grand River Bookstore (at 5 Oaks) - buy them all and get 1 free. First session is June 13 and will focus on the Poetry of the US Poet Laureate and the Poet Laureate of Ontario. Information provided through Grace Line for the week of June 13.
- The following ministers, known to Grace United Church, were celebrated.

Anniversaries of ordination or commissioning:

Deb Kigar - 10 years

Allison Playfair - 15 years

James (Jim) Cairney - 40 years

Mark Gibson - 45 years

Retirement - Steve Huntley

These celebrations were highlighted for the congregation in the Grace Line edition that went out on May 30.

- There are an increasing number of Lay Led Congregations across Canada. There are 11 -12 lay led congregations within Horseshoe Falls Regional Council including Faith in Milton. Because these congregations do not have called or appointed ministers, they do not have pastoral relationships and ties with the UC. Following up with these congregations will be a priority to see how they remain connected and can be supported in their ministries.
- Finance - presentation was entitled "Assessments Essential but Unloved" given by Erik Mathewson. (Helen has screen shots of the presentation)
- If stats were submitted already (ours were) there's a chance our assessment for 2022 is down.
- Grants are excluded from assessments.
- Contact Susan Jackson to change any detail in our assessment.
- There's an expectation that congregational revenues are down 15-20%
- The new formula for Assessments was to be implemented in 2022 but has been delayed until 2023
- Reverend Robert Lawson was installed as the new President of Horseshoe Falls Regional Council.

October 14 and 16, 2021

The theme of the meeting was **Be Bold, Be Brave**.

Rather than share our personal highlights of the meeting from the Reps, please see the link below for a full summary of the work of regional council during that meeting.

<https://mailchi.mp/united-church/hfrcfall2021highlights?e=448529cc16>

The next meeting of the Full Court of Regional Council is planned for the end of May 2022. It is not yet known if this meeting will be virtual and/or in person.

Respectfully submitted Shirley Bottaro, Gary Goodale and Sue Stephen

Membership

Members at the beginning of 2021 = 237

During 2021

- 5 removed by death
- 0 removed by Board action
- 1 transferred in
- 0 transferred out
- 0 requested to be removed
- 5 added to roll as missed in error when roll created

Vivienne LeCoultre	January 16
* Dorren Vivian	March 11
*James Peachy	March 21
* ⁿ Betty Russelo	July 5
*Janet Hopkins	September 6
* ⁿ Ethel Bell	September 23

* member

ⁿ funeral not presided over by Grace Minister

At the **end of 2021 we have 238 members** (57 of which would be considered Non-resident (either in care facilities or progeny we don't see very often) and **21 adherents**

Baptisms = 0
Weddings = 0
Funerals = 4

Respectfully submitted by the Board

Ministry and Personnel

Mark Goodale (Chair), Sue Stephen (incoming), Paul Bartu, Shirley Bottaro, Cathy Nicholson (outgoing)

Committee changes:

The Committee continues to be very proud of having active representation from all 3 legacy churches.

Cathy Nicholson had to withdraw from the Committee this year due to competing personal commitments. We would like to thank Cathy for her contributions to the M&P Committee.

Paul Bartu has been acting in the role of Co-Chair with Mark Goodale since the churches amalgamated. Paul has been instrumental in helping with the formation of the new M&P Committee and providing leadership on various issues over this challenging time. Paul has agreed to move from Co-Chair to member of the M&P Committee to facilitate Sue Stephen coming back to the M&P Committee after her time leading the Transition Team. Thank you, Paul, for your ongoing support of the work of the M&P Committee and agreeing to continue to remain on the Committee as an ongoing active member.

Sue Stephen has wrapped up her work as the Chair, Transition Team and came back as M&P Co-Chair in December 2021. Sue has a wealth of experience on past M&P Committees, as well holds a role on the UCC Regional Council's HR Committee. Sue's experience and network of resources are a huge asset to the work of M&P, and we are thrilled to have Sue join the Grace M&P Committee.

Mark Goodale, Paul Bartu and Shirley Bottaro will remain on the M&P Committee for another term.

Major Initiatives / Issues in 2021:

1. M&P Committee worked with the Re-Entry Committee on continued challenges of opening, closing, and reopening for all our staff/contractors and clergy, as well as the changes that they have had to make in order to change work processes to accommodate working remotely.

Once again, we would like to significantly thank Helen, Michael, Rhonda and Juan for their constant resilience to all of the changes that we have had to deal with this past year, and to the extra effort that they have put in in order to allow Grace United to have the calibre of on-line services that we have today.

2. M&P worked with all the Committee Chairs this year to document and change the job profile for the Grace United Administrator position. This was a significant job redesign that considered all of the work needed for Grace United (vs. the profile that was for former Tansley UC), and really looked at many of the new responsibilities as we venture further into live-streaming, electronic signage, increasing social media presence, etc. As a result of this ever-evolving work, there are many new ongoing administrative tasks that need to be part of the new role – that were not part of the previous position. The end result of that job redesign (approved by the Board) was a decision made by M&P that the skill gap was too great for the new position, and as such we determined that we would have to end the employment relationship with Rhonda Robertson. Rhonda worked for Tansley, and then Grace United for 10 years, and we truly thank Rhonda for all her efforts over that time. Rhonda was the consummate professional in dealing with this very difficult change, and for that I am truly grateful to her. Grace UC has supported Rhonda in her transition, and we wish her nothing but blessings for the future. Thank you, Rhonda, for all you have done for us.
3. M&P has representation on the Re-Entry Committee and the Search Committee and are now beginning the search for the new Administrator position. We are hopeful that the new incumbent will be found and on-boarded in advance of the hiring of the new Minister.
4. M&P would like to say a big “Thank You” to Susan Ward-England. After the change to the Administrator position, we reached out to Susan to ask for her help in streamlining the Administrator work and getting the processes ready for the new incumbent. Susan agreed to take on this role (temporarily) and to help build all the training materials and processes for the new individual. Susan has been remarkable in this role, and she has significantly contributed to helping

the success of the 'new work' of the church. Thank you, Susan for all you do!

5. M&P recognized Birthdays and Christmas for Helen, Rhonda and Michael on behalf of the congregation in 2021.

Respectfully submitted,

Mark Goodale

Nominations

Carol Boyle (Chair)

It is the responsibility of the Nominating Committee to ensure Board positions are filled. A small group meets, considers potential members, then invites those identified as potential members to consider the available positions. This is primarily a short-term commitment as the task is often limited to 4-6 weeks while the openings are identified and then filled for the coming Board term. Other meetings are scheduled as required when an open position needs to be filled.

Over the last few years, we have had a very dedicated group working on the Board and I would like to add my personal thanks to this group that have steered us through not only an amalgamation but a pandemic as well. Many of these same folks have once again agreed to stay on for another year. That said, as I write this report we have three significant openings, one for co-chair of the Board and two as Co-Chairs of our Worship Committee. Other Committees would also welcome some new members with fresh new ideas. Experience may be an asset but not a requirement. We have job descriptions and I'm sure that YOU would be welcomed whatever area might appeal to you. The Nomination Committee is currently a Committee of one and I would definitely be grateful for additional support. If you are interested in working with any of our Committees now or in the future, please speak with the Committee chair or myself, Carol Boyle.

Remember:

There was an important job to be done and Everybody was asked to do it.
Everybody was sure Somebody would do it.
Anybody could have done it, but Nobody did it.
Somebody got angry about that because it was Everybody's job.
Everybody thought Anybody could do it, but Nobody realized that Everybody wouldn't do it.
It ended up that Everybody blamed Somebody when Nobody did what Anybody could have done.

Are you an Everybody, Somebody, Nobody or Anybody????

Respectfully Submitted, Carol Boyle, Chair

Grace United Church Board 2022-2023

Official Board

Co-Chair: Heather McGavin

Co-Chair: Stacy Goodale

Past Chair: Dale Martin

Official Board

Secretary: May Griffiths-Turner

Jennifer Brezina -
backup

Treasurer: Sandy McKeown

Communications

Chair: Susan Ward-England

Members: Jack Seedhouse

Larry Hatt

Janice Hatt

Advisors: Bob England

Jane Hunter

Stephen Askew

Tech Support: Gabe DiMatteo

Emergency Response

Committee:

Chair:

Chair/Co-Chair of the Board

Ministry & Personnel Rep

Property Rep

Worship Rep

Communications Rep

Other Board representation

as necessary (subject matter
expert)

Congregational Care Network (CCN)

Co-Chairs: June Richardson

Janet Saunders

Members: Barb McKeown

Janice Hatt

Sandy Wright

Donna Lelievre

Lynn Merwart

Kathryn Munn

Sandra Newcombe

Joan Hunt

Gary Goodale

Ruth Goodale

Velma-Jean Johnson

Marilyn Martin

Endowment – Nelson Fund

Co-Chairs: Mike Lawton

Dave Shilton

Treasurer: Sandy McKeown

Members: Dale McKeown

(Trustee)

Janice Martin

(Outreach)

Kathryn Munn

(Property)

Endowment – St. Stephen Fund

Co-Chairs: Mike Lawton

Dave Shilton

Treasurer: Dave Shilton

Members: Sue Paquette

Janice Martin

Kathy Seedhouse

Faith Formation

Chair: Donna Lelievre
Kids Program: Penny Edwards

Members: Margaret Rogers
Jane Hunter

Finance

Chair: Dave Shilton
Treasurer: Sandy McKeown
Donation Steward: John Allchin

Members at Large (Max 3)

Jennifer Brezina
Sandra Baker
Sandra Newcombe

Ministry & Personnel

Co-Chairs: Sue Stephen
Mark Goodale

Members: Shirley Bottaro
Paul Bartu

Nominations

Chair: Carol Boyle
Members:

Outreach Committee

Chair: Janice Martin

Members: Christine Capozucca
Sharyn Georgas
Janice Hatt
Marilyn Martin
Sandra Newcombe
Michelle Shilton
May Griffiths-Turner

Property

Co-Chairs: Bob England
Kathryn Munn

Members: Gary Goodale
Garry MacDonald
Kathy Seedhouse
Ross Stephen

Volunteers: John Allchin
Wayne Burroughs
Mike Lawton
Dale McKeown
Bill Nicholson

Stewardship

Chair:
Members:

Regional Council Reps

Shirley Bottaro
Gary Goodale
Sue Stephen

Transition Team

Chair: Stacy Goodale

Members: Linda Draddy
Sharyn Georgas
Chisanga Puta-Chekwe
Barb McKeown
Sue Stephen

Regional Liasons: Mel Matthias
Marilyn Parsons

Trustees

Co-Chairs Paul Bartu
Mike Lawton

Members: Minister
Sandy Mckeown
Dale McKeown
Lloyd Pong
Shirley Bottaro
Dave Shilton
Kathy Seedhouse
Wayne Burroughs
Ross Stephen

Welcoming and Membership

Co-Chairs: Bonnie Blackie
Kathy Seedhouse

Members: Barb McKeown
Sandy Wright

Worship

Co-Chairs:

Music Dir: Michael Mulrooney

Members: Janet Saunders -
Clergy Contact
Amy Watkins
Nancy Adams

Volunteer Coordinator:
Sheila Young

Decorating Team:
Sharon Allchin
Mary Ruth Crabb
Ruth Goodale
Barb McKeown

Feb 15, 2022

Grace Groups

Book Club

Co-ordinators:
Jennifer Brezina
Sue Stephen
Sheila Young
Janice Hatt

Bridge:

Co-ordinators:
Bonnie Blackie
Shirley Bottaro

Coffee Time

Co-ordinator: Linda Draddy

COVID Dinners

Co-ordinator:
Kathryn Munn
Kim Wilson

Crop circle

Co-ordinator: Janice Hatt

Fun, Food & Fellowship:

Co-ordinator: Linda Draddy
Members: Ruth Goodale

Fund Raising:

Co-ordinator: Linda Draddy
Silent Auction: Janice Hatt/UCW
Vista: Marsha Ahrens
Shredding Event: Susan Ward-England
Book Sale: Janice Hatt

Funeral Committee:

Service Co-ordinator:
Janet Saunders
Building and AV Co-ordinator:
Susan Ward-England
Gary Goodale
Reception Co-ordinator: Linda Draddy (Food & Fellowship)
Ad-Hoc: Cheryl Caldwell
Joan Hunt
Bonnie Blackie

Men's Breakfast:

Co-ordinator: Larry Hatt

Prayer Chain:

Co-ordinator: Marilyn Stairs

Prayer Shawl:

Co-ordinator: Janet Saunders

Prayer Wall:

Co-ordinator: Janice Hatt

Tansley Park Community Homes:

Chair: Larry Hatt

UCW:

Co-ordinator: Donna Lelievre

Affirming Ministry Committee:

Co-Chairs: Kim Wilson
Janice Martin

Members: Paul Bartu
Steve Bottaro
Holly Dobson
Sharyn Georgas
Jane Jenner
Kathryn Munn
Janet Saunders

Search Committee:

Aislinn Doran
Mark Goodale
Jane Hunter
Mike Lawton
Kathryn Munn
Chisanga Puta-Chekwe
Sue Stephen
May Griffiths-Turner

Outreach

Marsha Ahrens, Christine Capozucca, Sharyn Georgas, May Griffiths-Turner, Janice Hatt, Janice Martin (Chair), Marilyn Martin, Sandra Newcombe, Michelle Shilton

The Outreach Committee provides opportunities for the congregation to connect with the community. For 2021, this was a challenging proposition. The Outreach Committee continued to pivot our ongoing programs to a different format that was safe for our participants and volunteers.

BUILDING COMMUNITY

- Grace continues to be part of the North BurLINKton Community alongside other North Burlington churches, food security groups, local agencies and community members who have been working together for the past 10 years to create an inclusive and friendly community that helps people connect and increase their sense of belonging.
- Participated in North BurLINKton Leadership Team meetings – sharing of ongoing activities in the community and planning for future during COVID
- The Dinner Night Out program shifted to support the Wellington Square Friday Night Community Meal Bag Program throughout 2021

Programs focused on youth in our community

- The Boys & Girls Club Chill Zone after-school program remained discontinued. We have no plans in place for their return at this time but hope that it will be able to start up again in September 2022
- Due to the pandemic, we were not able to hire summer students this year to support a summer youth program.
- For the eighth year, we ran a Back-to-School Program to distribute over 100 backpacks and school supplies for students in North Burlington who otherwise would start school without these essential items. In addition to school supplies, we included hand sanitizer.
- The Outreach Committee distributed Family Fun Night In kits to Single Moms and their children including UNO cards and Pizza Pizza gift cards.

Programs focused on families in our community

- The Single Moms Group maintained a digital delivery by sending monthly emails with information on community resources etc.
- A Little Free Library continues to be used by the congregation & community
- For the eighth year, we supported local families and Outreach groups at Christmas time under The Elf Network (TEN) umbrella
 - 20 community families were provided food and gift hampers gift cards for both food and gifts for their children. The gift cards were primarily funded by the generous donations from the Grace congregation. We

provided Rice Krispie kits (to make cookie cutter shaped Christmas treats), Advent calendars and cookies along with non-perishable foods to supplement the gift cards.

- Single Moms and their families received Rice Krispie kits and Advent calendars
- Seniors who participate in our Cooking@Grace program received cookies and poinsettias
- Families with Food for Life were given Rice Krispie kits, Advent calendars and gifts donated by Halton Regional Police for their children
- All groups were also offered knitting from the knitters in the congregation who used their skills once again to provide hats, scarves, mitts etc.
- Donations were also made to Wesley Centre for their Christmas store
- The church provides Community Support to many families in our area who need a friendly ear to listen, food help, housing/kitchen/furniture supplies, child issues, school issues, security and safety, legal issues, income tax etc.
- We have been able to provide a friendly ear, groceries, Freshco gift cards, masks, art supplies for children and other funds to some families to help.
- In many cases we help directly and in others we connect families with community resources that are in a better position to help. Thanks, Rhonda, for being there for our neighbours!

Programs focused on seniors in our community

- Grace Moves offers gentle yoga/ strengthen and stretch and line dancing; both programs started the year with in person sessions and continued where possible in person when guidelines permitted.
- The Cooking@Grace program pivoted to a Zoom format with sessions every 2 weeks. Thanks to Chef Marcia for her flexibility in adjusting to a new format.
- Sue Marshall led the Cooking@Grace group in a needle felting workshop where nests with eggs in it were made
- The Puzzle Library continued under the direction of Sue and Dennis Marshall where puzzles were donated and then lent out to members of our congregation and community.

Burlington Artscape - Jodi Harrison organized a fund raiser for Joseph Brant Hospital where she recruited 50 local artists to paint metal leaves depicting their love of Burlington. The leaves were on display at Grace outside on the lawn for 3 Sundays in August. Hundreds of people came to Grace to view the



leaves and purchase them. All the leaf art was sold. \$37,500 was raised. 100% of the sales go to Joseph Brant Hospital! In addition, Grace was happy to accept a generous donation of one of the Burlington Artscape leaves painted by Ashley Sharpe entitled "View the View". The leaf will be on display in our gardens.

WESLEY CENTRE

- Donations of knitted goods and toys were provided at Christmas
- In addition to funds normally allocated from the St Stephen Endowment Fund, a special request was made to the Endowment Fund for extra funding at Christmas

FOOD ACCESS/SECURITY

- Food for Life is a food recovery program in Halton that picks up surplus food (mainly fruit, vegetables and baked goods) from grocery stores, restaurants and corporate partners. Weekly on Friday mornings, the church continued to be a depot for up to 70 families in North Burlington to pick up hampers of food. We were able to supplement with eggs, milk, oil and other pantry items. The program delivery changed throughout the year as guidelines by the provincial government/Halton region and Food for Life changed. Outreach organized a personal care products Thanksgiving food drive. Thanks to everyone who contributed in support of our Food for Life clients.
- Thanks to Marsha & the team of both original and new volunteers who pitched in to keep this valuable programming going!
- The Fresh Food for Halton program started up again in the summer of 2021 under the leadership of Kerr Street Mission. This program provides hampers of vegetables and fruits. The relaunched program did not include regional support for low-income families so faced distribution challenges. Thanks to coordinators Allyson and Kathryn.
- The church maintains an Emergency Food Pantry of non-perishable food items to be used for local families coming from Burlington Food Share donations primarily at Freshco from the community.

FIRST NATIONS

- Over the summer, food (white sugar, pasta sauce and Kraft dinner) was collected for donation to Whale Cove, a 400 person Nunavut community located on the western shore of Hudson's Bay.
- Continued discussions with Six Nations Polytechnic/Community College to determine the optimal way that we could support the heritage language program (Ogwehoweh Languages Enrichment Program OLEP). A proposal

made to the St Stephen Endowment Fund to fund a 3 year program was awarded starting in 2022

- In remembrance of the 215 children found buried at Kamloops Indian Residential School, Grace made a total donation to The Healing Fund of the United Church of \$2420 including the initial symbolic Outreach donation of \$215.
- A number of congregants participated (Zoom) in a book club with Bob Joseph, (a member of the Gwawaenuk Nation and future hereditary chief) to hear about his book 21 Things You May Not Know About the Indian Act.
- Orange Shirt Day also known as the National Day for Truth and Reconciliation, is a new Canadian statutory holiday. It is a national day of remembrance for the victims of the Canadian Indian residential school system. Outreach organized a bulk order of Orange Shirts for anyone in the congregation who wished to purchase them.

GLOBAL PROJECTS

- Milk bag collection was discontinued for weaving mats for Haiti during the pandemic as well as collection of eye glasses

ADMINISTRATION

- The Outreach section of the Grace website was updated

OUTREACH FUNDING

- Goal is to have a reserve fund (equal to 6-12 months of funding) in place to maintain sustainability of programming.
- Thanks to the congregation who donated towards Outreach programming throughout the year
- Donations for The Elf Network were received from:
 - the congregation's donation of funds to purchase gift cards
 - Halton Regional Police Services who donated gifts and gift cards
- Funding from the St Stephen Endowment Fund was available in 2021 but we did not use it as many of our programs had reduced costs due to change in format due to COVID; this funding will be transferred for use in 2022

GRANTS

- New Horizons for Seniors Program grant (federal) for technology to enhance digital programming (\$21k) received – used to upgrade the sanctuary technology to facilitate on line worship and other programming as well as provision of ipads into the community to people who needed support

Thanks to all the members of the Outreach Committee and other volunteers from the church and the community for their hard work this year during the pandemic. Without this support, these community programs would not be possible.

Respectfully submitted,
Janice Martin
Chair, Outreach Committee

2021 Outreach Financial Report

	2021 Budget	2021 Actual	2022 Budget
Balance Forward	15,289.76	15289.76	13,401.83
INFLOWS			
Donations	1,200.00	4,397.00	3,500.00
Envelopes, PAR	4,000.00	6,570.50	5,500.00
Food Share*		1,500.00	
Line Dancing**	600.00	1,200.50	600.00
Seniors Yoga	500.00	(373.50)	(500.00)
Benevolent Fund			4,000.00
Endowment Funds***	17,200.00		17,200.00
TOTAL INFLOWS	23,500.00	13,294.50	30,300.00
OUTFLOWS			
Back to School Supplies Program	5,000.00	3,250.57	4,000.00
Bank Charges		0.90	
Benevolent Requests/Allocations		200.00	4,000.00
Cooking @ Grace	3,000.00	1,745.45	3,000.00
COVID-19 Support	5,000.00	226.00	2,000.00
Elf Network	7,000.00	7,768.57	8,000.00
Food For Life	400.00	307.48	600.00
Wesley Dinner			500.00
Indigenous Peoples Initiatives	4,000.00	923.85	1,000.00
Resources - marginalized communities			1,000.00
Youth Programming (After School)			1,000.00
Single Moms Group	2,000.00	759.61	2,500.00
TOTAL OUTFLOWS	26,400.00	15,182.43	27,600.00
BANK BALANCE	12,389.76	13,401.83	16,101.83
* Partially funded back to school supplies program, Elf Network, Food For Life			
** Actual 2021 includes 2020 remittances			
*** Endowment Funds awarded in 2020 deferred to 2021 due to COVID restrictions, now deferred to 2022			
Note:			
2021 programs were restricted, remained virtual, or were deferred due to COVID-19 restrictions			
2022 programs will remain restricted, virtual or be deferred due to continued uncertainty around COVID-19 for the first part of 2022;			
Budget assumes return to live programming starting Sept 2022			

Property

The membership on the Property Committee as of January 2021 was as follows:

<i>Kathryn Munn (Co-Chair)</i>	<i>Bob England (Co-Chair)</i>
<i>Gary Goodale</i>	<i>Garry MacDonald</i>
<i>Kathy Seedhouse</i>	<i>Ross Stephen</i>

Associated Volunteers:

<i>Cliff Lelievre</i>	<i>John Allchin</i>
<i>Wayne Burroughs</i>	<i>Mike Lawton</i>
<i>Dale McKeown</i>	<i>Bill Nicholson</i>

New Year 2021 saw Property Committee members continuing the “gatekeeper” roles they played throughout 2020 when provincial protocols to address the pandemic resulted in the church building being closed. These roles included providing the necessary support services to ensure the church remained secure and safe for those individuals that still needed to come into the building - even after the church was opened for Sunday services (but the building remained closed at all other times).

Our caretaker, Juan, continued to clean the church building - in accordance with COVID best practices - pivoting cleaning procedures depending upon the current protocols and what activities were occurring in the building during any particular month.

Despite the church being closed, annual and on-going maintenance contractors (e.g., pest control, plumbing back-flow tests, fire and security testing, HVAC maintenance, and east door repaired) continued to perform their respective duties - respecting COVID protocols - over the course of the year.

The Property Committee, along with all the other Board Committees, completed a “chattels” (building contents) assessment as part of a property contents insurance upgrade (commenced at the end of 2020). Consolidating the various Committee lists resulted in a total contents amount of over \$400,000. It was recommended that a contents insurance quote be obtained for \$500,000 - as a buffer to cover future purchases, variations on replacement cost estimates, etc. A Board motion in January 2021 approved the “purchase” of additional contents insurance. Grace was also required to

update the property insurance data information - which was done in advance of our June renewal.

Despite the church being closed, Property Committee members were able to perform specific building maintenance work (e.g., upgrading AED machine; holes in parking lot patched; fascia replacement on south side of the office portion of the building, and installed 2 additional rain barrels).

Removing the old copy/duplicator machine from the closet in the outer office provided an opportunity for repurposing that space. Property Committee members designed and built a new storage cupboard in that closet for the Prayer Shawl Group - completed in March.

In June we had the unfortunate circumstance of vandalism on the church building. A swastika symbol was painted onto the exterior brick beside the east door. The incident was reported to Halton police and police attended at the property and a report filed, including photos. The symbol was scrubbed at the earliest opportunity.

The 2021 Endowment Fund Budget was \$45,000. Approximately \$18,000.00 was specifically allocated for various upgrades, with the remaining funds set aside for a future full parking lot asphalt replacement. Projects completed during this past year with Nelson Endowment Funds included:

- Upgrades to the parking lot lighting as well as various lighting spaces on the main floor of the church building - with the assistance of an electrical consultant - completed in September; and
- Painting projects (Committee members completed Narthex work in July; Committee members completed basement hallway and doors in September; Montessori completed stairwell work with funding assistance from Property in September).

Montessori installed an awning over the entrance door they use to the basement - permission to install given by Property Committee in 2020 - in September.

During the spring/summer/fall months, Property Committee members maintained the lawns with a smaller "crew". Property Committee members and "friends" also "stepped up" their game to do an overhaul of the existing gardens using funds provided Don and Joan Hunt as well as Endowment Funds. In addition to regular ongoing garden maintenance, we dug up and replanted certain garden beds with an emphasis on native plantings as well

as low maintenance species such as hostas. This effort was particularly timely given that Grace was selected to host the first *Burlington Artscape* event - an outdoor art exhibit (50 pieces of art) coordinated by Jodi Harrison in support of Joseph Brant Hospital. This event was held over three Sundays in August - and was a great success. Grace was the recipient of one of the art pieces provided by an anonymous donor as a thank-you for hosting the event. It was displayed in the back patio garden throughout the fall (brought in for the winter months) and will be placed outside again in the spring. A thank-you letter was prepared and sent c/o Jodi Harrison. A general fall clean-up was held in October. **A BIG THANK YOU to all who participated in cutting, trimming, pulling, transplanting, and generally cleaning up over the course of the fair-weather months.**

Property Committee renewed the snow removal contract with Spicer Landscaping and Snow Removal Inc. (the new contractor retained in 2020).

Grace United Church is blessed with a great group of property crew members whose individual and collective commitment and skills keep the church building and grounds in shipshape. It doesn't hurt that such efforts keep maintenance expenses down too!! The majority of the "crew" has agreed to stay on for another year. We look forward - again - to "happier" times in 2022.

Respectfully submitted,

Kathryn Munn, Co-Chair
Bob England, Co-Chair

Transition Team

Robert Chatterton (on leave), Linda Draddy, Sharyn Georgas, Stacy Goodale (assumed Chair December 2021), Barb McKeown, Chisanga Puta-Chekwe, Rev. Helen Prior, Sue Stephen (Chair to December 2021), Regional Liaisons: Mel Matthias and Marilyn Parsons

The Transition Team (TT) met extensively in 2021 via Zoom, with a brief hiatus during the summer months. In addition to monthly Committee meetings, the TT facilitated 5 virtual Guiding Principle exploration discussions with the congregation, as well as 6 virtual discussions with Committee chairs/representatives as part of collecting input to the Living Faith story.

At the inception of the Transition Team in September 2019, we established 5 Transition Team goals*. These goals have consistently guided our work and priorities over the last 3 years. Our accomplishments in 2021 against those goals are outlined below:

Goals*	2021 Accomplishments
1. Develop a shared vision and mission, including a new name	<ul style="list-style-type: none"> • Received Board approval in January 2021 (and subsequent March 2021 Congregational Meeting) for Grace United’s Core Values, with definitions and biblical references • Developed, in collaboration with the core values ad hoc writing group, a single statement that encapsulates our core values. These Guiding Principles: <i>Belonging, Learning, Connecting in Grace</i> – were agreed by Board in February 2021 and at the March 2021 Congregational Meeting • Facilitated 5 discussions in April/May 2021 with interested members from all Committees to further explore the meaning behind each of our Guiding Principles and establish clear action steps to embed the principles in our daily church life and to provide input to our Living Faith story • Developed a comprehensive summary of these Guiding Principles discussions and reviewed same with the Board in May 2021, including 5 motions to progress proposed next steps for becoming an Affirming Congregation, and initiating the “family groups” concept (subsequently deferred by Worship Committee until 2022 given COVID)

Goals*	2021 Accomplishments
<p>2. Build an inclusive and diverse church that reflects our community at large</p>	<ul style="list-style-type: none"> • Conducted a Music and Core Values survey to encourage our congregation to connect with our new core values in a more emotional way, through music and tradition. Results were shared with the congregation in May 2021 and handed off to Worship and Music Director as guidance for their work • Received support for the formation of an ad hoc Committee to explore the purpose and process for becoming an Affirming Congregation • Developed <i>Grace-FULL Conversations</i> in September 2021 and received approval at the October 2021 Board for its adoption at all Committees and Board meetings (subsequently added to <i>Guiding Principles of the Governance Model</i> as a companion to Holy Manners)
<p>3. Engage the church in reviewing structure, programs and relationships</p>	<ul style="list-style-type: none"> • Initiated a review of Committee position descriptions by Committee Chairs in Feb/March 2021 to assess the impact of our new core values and guiding principles on their Committee work and priorities. 4 Committees provided input • Proposed the concept of organizing our church work in "Ministries" vs Committees, and presented a comprehensive draft to Board in August 2021 that showed 5 potential ministries, including draft branding • Recommended to Board in September 2021 to establish a working group to explore the ministries concept further. 3 people indicated interest
<p>4. Develop stewardship awareness that is consistent with shared mission and vision with a focus on sustainability</p>	<ul style="list-style-type: none"> • Invited Dave Jagger, Stewardship Officer on Regional Council to discuss stewardship with the Board and help us develop a plan • Board was supportive however agreed to defer the discussion until 2022 after a new minister is in place

Goals	Accomplishments
<p>5. Prepare the congregation to call and welcome the new minister</p>	<ul style="list-style-type: none"> • Collaborated with Ministry & Personnel to secure an extension for interim ministry (received approval in January 2021) and research the New Minister search process and timeline • Developed a <i>Ministerial Talents and Skills</i> online survey to collect input on what is important to the congregation when it comes to a new Minister. Results were shared with the Board and congregation in June 2021 • Prepared and presented to Board Chairs in July 2021, a Minister position description based on congregational input to the Ministerial Talents and Skills survey • Search Committee members solicited, and approved by Board and congregation in July 2021. Search Committee kicked off as planned in Sept 2021 • 2 members of Transition Team (Sue Stephen, Chisanga Puta-Chekwe) have accepted roles on the Search Committee

Respectfully submitted,

Stacy Goodale, Chair
on behalf of the Transition Team

Grace United Church Trustees

Co-Chairs: Mike Lawton & Paul Bartu

Members: Dale McKeown, Kathy Seedhouse, Lloyd Pong, Ross Stephen, Wayne Burroughs, Sandy McKeown & Dave Shilton.

The normal work of the Trustees is to review the performance of the Nelson and St Stephen Endowment Funds. Since we are mostly concerned with income earned during the calendar year, we scheduled the review meeting in 2022. The meetings with RBC who manage the Nelson Fund and with TD who manage the St Stephen Fund have been scheduled for February 28, 2022.

Faithfully submitted, Mike Lawton Co-Chair Trustee Committee

Grace United Nelson Endowment Fund

Nelson Endowment Fund Committee, (Mike Lawton, Kathryn Munn, Bob England, Dale McKeown & Janice Martin).

The Nelson Fund generated \$ 100,000 in income in 2021 which can be used to fund the work of Grace United Church. The funds can be used to either fund capital projects and/or can be used for Outreach projects. We have agreed that Outreach will be funded by the St Stephen Fund so all the Nelson Fund income will be allocated to capital projects.

Motion:

That the \$ 100,000 in 2021 income from the Nelson Endowment Fund be allocated as follows.

- \$ 32,000 Upgrade to sound system, per request from Communication Team.
- \$ 20,000 New piano, (\$ 20,000 from Nelson Fund + \$ 10,000 from St Stephen Fund).
- \$ 10,000 Front office renovations, per request from Ministry & Personnel.
- \$ 10,000 Upgrade of outdoor lighting, per request from Property Committee

- \$ 10,000 Various property improvement projects, including but not limited to shed roof replacement, new garden shed, parking lot repairs, landscaping, musical instrument cabinet, ..., per request from Property Committee.
- \$ 18,000 To be saved for future replacement of parking lot pavement and/or new accessible washroom in the loft area.

Note: These are budget numbers.

St. Stephen Endowment Fund

We are pleased to provide the annual report for the St. Stephen Endowment Fund.

The intent of the fund is to provide a means to support the Outreach work of the congregation of Grace United Church, in the areas of "spiritual growth, pastoral care, music, and other ways that the congregation may deem suitable in North Burlington and beyond.

Balance: December 31 2020 \$2,917,728.90

Income:

Interest Income	\$102,548.99
Other Income	\$0
Total Income	<u>\$102,548.99</u>

Expenses:

Administration Costs	\$1,177.27
Endowment Payments	\$51,500.00
Total Expenses	\$52,677.27

Net Income 2020 \$49,871.72

Balance December 31 2021 \$2,967,600.62

Endowment Fund Payments in 2021

- Sleeping Children Around the World \$500
- Burlington Food Bank \$1,000
- Wesley Urban Ministries \$5,000
- Scouts Canada – designated for the troop who operated out of SSUC \$3,000
- Masomo Foundation - \$5,000
- The Bridge Program - \$1,000
- Halton Women's Place \$1,000
- Compassion Society \$1,000
- United Church of Canada M&S Fund \$5,000
- Wesley Urban Ministries (Additional support for 2021) \$5,000
- Nina's Place \$3,000
- Salvation Army Burlington \$7,500

- Wellington Square United Church \$5,000
- Grace United Church Outreach Dinners \$2,000
- St. James United Church Waterdown \$500
- Ebenezer United Church \$1,000
- Knitted Knockers \$5,000

Funds Committed but not spent in 2021

- Westdale United Church
Palestinian Refugees \$5,000
- Grace United Church Outreach \$17,200
- Six Nations Polytechnic \$13,000
- Affirming Committee \$3,000
- COVID support to Grace United \$30,000

Thank-you to the Committee members, Dave Shilton, Mike Lawton, Sue Paquette, Kathy Seedhouse and Janice Martin.

The St. Stephen Endowment Fund is accepting applications for funding. To obtain an application, please contact a member of the St. Stephen Endowment Committee or obtain a copy of the application in the office

Respectfully submitted St. Stephen Endowment Fund

Welcoming and Membership

During this last year due to the pandemic, the Welcoming and Membership Committee has been fairly inactive, however the Committee has again started to meet regularly to determine how best to achieve the goal of identifying newcomers, greeting them, and helping them assimilate into the life of the church. The role description outlining the responsibilities of the Committee has been revised. Correspondence, information packages and handouts are also being revised. Everyone is excited about the prospect of being back in the church and being able to welcome new people and introduce them into our friendly and inclusive congregation.

Respectfully submitted, Kathy Seedhouse, Bonnie Blackie Co-Chairs

Worship

Members: Jennifer Brezina (Co-Chair), Lloyd Pong (Co-Chair), Janet Saunders, Marilyn Stairs, Amy Watkins, Rev. Helen Prior, Michael Mulrooney (Music Director)

Volunteer Support: Decorating Committee - Sharon Allchin, Mary-Ruth Crabbe, Ruth Goodale, Barb McKeown, Marilyn Stairs – with help from Sue Paquette; Worship Schedule Coordinator - Sheila Young; Telephone Reminders - Flo Martin

The Worship Committee is responsible for providing a meaningful worship experience for the congregation to enable them to experience the transforming love of God.

The Worship Committee has three main areas of responsibility:

Planning

- Attending monthly meetings with clergy to plan weekly and special worship services.
- Liaising with the Music Director to plan music for weekly and special services

Worship Services

- Recruiting, training and scheduling Worship Volunteers who aid services with ushering, greeting, scripture reading, serving communion, welcoming the congregation, reading announcements and helping in special worship services, providing a Service coordinator to make sure all things run smoothly, and all participants are present
- Ensuring elements are prepared for monthly communion services
- Participate in baptism services by having congregational gifts of candle, prayer shawl or equivalent and having the warm water and towel ready during the service
- Assisting the minister with the baptism if necessary
- Obtaining Supply Ministers/Speakers to serve Grace during the absences of our Minister – (approximately 12 Sundays ... example, study leave, vacation)

Decorating

- Organizing Christmas Decorating with the congregation
- Decorating the Worship Space for special services like Thanksgiving, Advent, Easter and Pentecost
- Providing seasonal banners, tablecloths (runners), and antependium

Report

Worship services stayed on-line for most of 2021, however, these services continued to get more engaging with the great work of Helen, Michael, the Choir and especially the Communications Team.

Worship continued to offer special services to the Congregation. For example, the Good Friday service was again shared with Appleby United Church. In this service, some of our choir members went to the Appleby Sanctuary and recorded their parts for a joint anthem which made for a wonderful addition to that service. On Easter Sunday, a collage of congregants' Easter decorations was shown at the end of the service and at the end of Mothers' Day and Fathers' Day there were collages of congregant's mothers and fathers respectively. On June 13 there was a Prayer Shawl Blessing and Anniversary Sunday on June 27 was celebrated with messages from former Ministers of the founding congregations. All these additions added a feeling of community to the services.

In May, Helen began including introductory passages with the Scripture Readings each Sunday. This assists us in living out Grace's values of Inclusivity and Spiritual Growth. Starting in September, Donna Lelievre took over this job and has been writing interesting prologues since then. Thank you to Donna for taking on this task!

Helen took some study leave in April which was ably covered by Marilyn Stairs. In the Summer, for Helen's annual leave, the Transition Team requested that the Worship Committee go outside Grace to find Supply Leadership to help expose the congregation to different styles of Ministry as we were soon to begin the Search process for our permanent Minister. The Worship Committee was able to find a wide variety of Supply including Walter Reid, LLWL, Margot Federer, a chaplain, Thérèse Samuel from the Horseshoe Falls Region who spoke on the Land Acknowledgement and then came back in early November to give an additional workshop on the Land Acknowledgement to the Board and those that were interested. We also had Caitlin MacKenzie, a Ministerial candidate, Andrea Buttars from Wesley Urban Ministries and finally Dr. Sheng Ping Guo a Professor of International Christianity from Cambridge who had just received his doctorate from the University of Toronto. We thank them all for their valuable and interesting contributions to our spiritual life at Grace.

Starting in September, we began planning to go back to in-person services. The Communications Team had been able to purchase equipment that would allow us to live-stream our services. We didn't end up having our first service in church until November 7, due to the time it took to have the

equipment installed, get training, ensure there were enough volunteers available for an in-person service and make sure all the safety protocols were in place.

This was very successful, but unfortunately short lived, as we were forced to go back fully on-line just before Christmas as the omicron variant became too prevalent in the community. The decision was made for the safety of our congregation.

This year could not have been as successful as it was without the help of so many different people. We would like to thank all of those who have put so much into all of this - the planning, decorating the church, the creation of a schedule of readers and then all the volunteers for when we were in church, the reading of scripture and prayer on video and volunteering when we were in-church, the filming of readers and the live streaming, the music, the slide creation, organization, and publication of the videos. None of this could be done without the Communications Team and the very many hours they have devoted to putting these services together and making them look so professional. So much time and effort has gone into keeping our services alive and vibrant and we thank you **all** for this.

God's blessings on you all.

Respectfully submitted by,

Jennifer Brezina and Lloyd Pong (Co-Chairs of Worship)

Reports from Special Groups

Affirming Committee

Paul Bartu, Steve Bottaro, Holly Dobson, Sharyn Georgas, Jane Jenner, Janice Martin (Co-chair), Kathryn Munn, Janet Saunders, Kim Wilson (Co-chair)

The Affirming Committee (comprised of 4 individuals) was assembled in May 2021 to research the process that would need to be undertaken for Grace to become an Affirming Congregation

- met on a regular basis
- read resources and watching videos etc. on the Affirming United website etc.
- met (via Zoom) with representatives from 2 churches who have completed the Affirming process – Port Nelson in Burlington and St Paul’s in Oakville to understand the process that they undertook to becoming an affirming congregation
- have been assigned a liaison from the Affirming Network from Horseshoe Falls Region
- submitted a report outlining the affirming process and our findings to the Board in August for consideration and a motion was passed for the establishment of an Affirming Ministry Committee

The Grace Board approved the establishment of an Affirming Ministry Committee in August 2021

- recruitment for additional members to join the Committee occurred with a total of 9 members currently
- established a schedule of meeting every 2 weeks with discussions focused on understanding issues related to marginalized communities and understanding the affirming process
- opportunity from Port Nelson presented to partner with other churches in Burlington to sponsor a production in 2022 called Considering Matthew Shepard. Matthew was a 21 year old gay student at the University of Wyoming who was killed in 1998 because he was gay; funding approved and Grace United Church will sponsor

Note:

- Reset in January 2022 and have developed our Mandate and FAQ
- Moving forward with Black History Narratives and looking toward PIE day.

Respectfully submitted
Janice Martin and Kim Wilson
Co-Chairs, Affirming Committee

Re-Entry Committee

The Re-Entry Committee which was formed at the beginning of the pandemic continued to meet throughout 2021. Committee members represent Communications (Susan Ward-England), Finance (Sandra Baker), M & P (Mark Goodale), Property (Kathryn Munn), Worship (Jennifer Brezina), Outreach (Janice Martin) as well as our resident public health expert May Griffiths-Turner, Rev. Helen and the Board Co-Chairs.

As public health guidelines changed, safety guidelines were determined and rental contracts were revised and updated. As we were allowed back into the sanctuary, a registration process was established so that we could not only confirm the vaccine status of congregants worshiping in the sanctuary but provide rapid testing for those wishing to worship who are unvaccinated. Role descriptions were revised for greeters and ushers and all safety protocols put in place.

Many thanks go to the hours spent by this Committee working to ensure the safety and well-being of our staff and congregation.

Respectfully submitted

Dale Martin & Heather McGavin

Search Committee (for information only)

In June 2021 the Board proposed and the Congregation elected the following individuals to form the Search Committee:

Aislinn Doran

Chisanga Puta-Chekwe (Vice Chair)

Jane Hunter

Kathryn Munn

Mark Goodale

May Griffiths-Turner (Vice Chair)

Mike Lawton

Sue Stephen (Chair)

The Committee received training from Regional Council in October 2021 and began meeting weekly.

The work of the Search Committee is not secret but it is highly confidential

Our process for interviewing has been established and interviews have begun.

Once we are ready to recommend a name to the congregation, a Congregational meeting will be called.

The Committee appreciates the prayers and support of each member of the congregation.

Respectfully, Sue Stephen (Chair)

Reports of Groups Associated with Grace United Church

Book Club @ GRACE (Great Reads Always Captivate Everyone)

Formerly known as Faithful Readers

Book Club meets on the 4th Monday of every month September to June, except December, and is open to all attendees of the church. There are usually around 23 people at each meeting. In June the group chooses the 8 books for the following season. We discuss and rate a book each month, and choose a "winner" in May. Since March 2020 we have met on Zoom and unlike other years, we continued to meet through the summers, having informal discussions about our summer/COVID reading.

The Book Club sponsored and organized the annual Mega Used Book Sale for many years. In 2020 and 2021 it was cancelled because of COVID, but we hope to hold it again in 2022.

In May 2021, we declared the "winner" book for the 2020-2021 season:
The Henna Artist, by Alka Joshi

In June, we chose the books for the 2021-2022 year as follows:

September 27th	The Last Bookshop in London by Madelaine Martin
October 25th	Tomorrow Will Be Different by Sarah McBride
November 22nd	The Lost Apothecary by Sarah Penner
January 24th	The Book of Lost Names by Kristen Harmel
February 28th	The Windsor Knot by SJ Bennett
March 28th	The Vanishing Half by Brit Bennett
April 25th	The Paris Library by Janet Skeslien Charles
May 30th	The Book of Lost Friends by Lisa Wingate

For more details on the Book Club, please speak to one of the coordinators or visit the website:

<https://graceunitedchurchburlington.com/book-club-grace/>

Respectfully submitted, Jennifer Brezina, Janice Hatt, Sue Stephen, Sheila Young – Coordinators

Coffee Time

Linda Draddy (Chair)

A group of Women and Men who gather to chat, laugh, drink coffee, tea, or cold drinks every Wednesday afternoon at 1:00. Everyone is welcome to join us.

2021 started on Zoom, as things in Ontario opened up we were more comfortable sitting outside with lawn chairs 6 feet apart. We enjoyed our outside visits until late fall. The church building opened for fully vaccinated people so we moved inside to the back of the sanctuary. Now we are back on Zoom again.

I want to thank Janice Hatt for continually setting up our Zoom meetings.

Please join us for friendly conversation on Wednesdays at 1:00pm on Zoom while the building is closed.... Looking forward to meeting together inside or outside in the near future.

Respectfully submitted

Linda Draddy

COVID Dinners

Susan Ward-England and Kathryn Munn

As we have since its creation in 2020, Kathryn and I split the tasks of making the dinner each month. Individual bags of food are packed for each family along with a festive napkin and a greeting card made by the Crop Circle team to let the recipients know they are in the thoughts of their Grace Church family. We have averaged 25 meals per month (main course, salad and dessert, sometimes homemade rolls).

We could not do this without our dedicated team of drivers who pick up the meals at Susan's house and deliver them all over Burlington. Not only is this a wonderful day for those getting the meals, but the delivery folk also say it is a wonderful thing for them as they get to see a happy face and make new connections with those in the congregation who they might not have known.

We would like to thank the St Stephen Endowment fund for funding this project for the entire year.

Susan has now stepped down from this project, but Kathryn Munn and Kim Wilson have taken over for 2022.

Submitted by Susan Ward- England and Kathryn Munn

Crop Circle

Janice Hatt: Coordinator

We're a group of card-makers and scrapbookers who, in normal times, get together once a month to share inspiration, ideas, tools and especially fellowship, while we work on our own projects. This kind of get-together is known as a "Crop".

Through these months of COVID, we have continued to support the Grace Community Care Network with hand-crafted cards to send to members of the congregation and to accompany the distributed meals. These are particularly valuable during these times of isolation. We provided 75 packs of cards to the Food for Life families at Christmas. We also sent 60 hand-made Christmas cards to the "Any Canadian Service Person" project.

Since we have been unable to meet during COVID, we are simply staying in touch by email and responding individually to needs as they come up.

For more information, please speak to the coordinator or visit the website: <https://graceunitedchurchburlington.com/crop-circle/>

Respectfully submitted, Janice Hatt, Crop Circle Coordinator

Fundraising

Linda Draddy (Chair)

With the help of several volunteers, we managed to have two successful ventures in yet another pandemic year.

Fundraising in a pandemic is a challenge, but with Susan Ward England's leadership we managed to sneak in 2 shredding events between lockdowns.

The \$5,200 profit for the shredding events was donated to the operating fund of Grace United.

I want to thank Susan and all the volunteers for following the protocols during these events and "just doing it".

I am looking forward to a more eventful 2022 for our many fundraising events.

Respectfully submitted, Linda Draddy

Funeral Committee

Grace did not hold any funerals in 2021

Submitted by, Susan Ward-England

Fun, Food and Fellowship

Ruth Goodale, Linda Draddy (Chair)

Fun Food and Fellowship 2021

2021 was NOT a good year for this group - COVID closures stepped in and everything we had planned didn't happen.

Looking forward to some interesting Fun, Food and Fellowship Events in 2022.... Go Away COVID

Respectfully Submitted, Linda Draddy

Men's Breakfast Group

Larry Hatt, Coordinator

The Grace UC Men's Breakfast Group meets the 2nd and 4th Wednesday of every month through the whole year and does not suspend for the summer. In normal times we meet at one of the nearby restaurants. However, our meetings move to Zoom or the Grace patio when restaurants are closed.

Usually, one of the group members sponsors a discussion topic for the day; however, with the COVID spacing outside through the moderate weather this was not possible. Our discussion topics are generally, although not always, spiritually based, and the discussions last about half the one-hour meeting. As well as the sponsored discussion, general conversation is always enjoyed.

Once the weather changed in October, with restaurants re-opening, we surveyed local restaurants and chose the Alloro Restaurant in the Holiday Inn on South Service Road. Several meetings were held at Alloro and all agreed that both breakfasts and the dedicated area provided were excellent. The U-shaped private area, which the restaurant organized for us each meeting, provided an excellent setup for conversation and member-lead topical discussions.

By December, however, we were back on Zoom for the remainder of the year.

The average attendance has been between 12-14. All men of Grace are invited to join us. New attendees are most welcome for every meeting. Meetings are announced in Grace-Line or in-Church Announcements.

Submitted by, Larry Hatt Men's Group Coordinator

Prayer Chain

The Prayer Chain is a group of Grace United individuals who pray daily for people who are in need. All prayers are confidential and are maintained for one month unless otherwise indicated. Prayer gives strength and hope to individuals in need. Grace United cares! Please let us know when you need us.

You can contact Marilyn Stairs at neonatalnurse81@gmail.com to either join this dedicated group or if you are in need of our help.

Prayer chain invites you to be part of praying for people in the congregation and beyond. The chain will be a continuing resource to pray for concerns that are brought to the attention of the ministers or the prayer chain members. The concerns of individuals or Groups will be passed along the chain and prayed for by everyone who is a part of the chain. You can be part of the chain or you can simply bring your concerns to the attention of the group for prayer to be offered.

Respectively submitted,
Marilyn Stairs

Prayer Shawl Ministry

Members: Marsha Ahrens, Penny Edwards, Janice Hatt, Joan Hunt, Dawna McDade, Heather McGavin, Sue Paquette, Janet Saunders (co-chair), Sue Stephen, Sheila Young

Because of COVID, the group met outside in the summer twice, and a few times online. The group has not met in person since the first church lockdown.

There is a new closet in the office re-purposed from the copier room, thanks to Kathy Munn and Gary Goodale. In it, prayer shawls and supplies are stored. During COVID, shawls of various shapes and sizes, were stored in members' homes.

There is a Prayer Shawl website on Grace Line for people to order shawls, or they can contact the office.

Submitted by Janet Saunders

Prayer Wall

Inspired by the Western Wall in Jerusalem, Grace's Prayer Wall is a special place for prayer in our sanctuary. It was designed and built about 10 years ago by Marilyn and Peter Stairs. In 2021, a new sign was hung over the wall and we began the tradition of prayerfully burning prayers that have been left in the wall and scattering their ashes in the Grace gardens.

You are invited to sit, read the Bible, wrap yourself in a shawl and pray, alone or with others. Sometimes it helps to write down our troubles and worries. There is a basket of praying hands that you may use to write your prayer. There is a box for you to leave your prayer if you would like the Prayer Chain to pray for you, or you may place the prayer directly into the wall for God's eyes only. All prayers are confidential.

Respectfully submitted, Janice Hatt, coordinator.

Tansley Park Community Homes, Inc. (TPCHI)

Tansley Park Community Homes (TPCH) consists of fourteen non-profit townhouses located next to the church at 4090 Millcroft Park Drive. The townhouses are predominately rent-geared-to-income units, and play a part in the Community Outreach Program of church, providing affordable housing in the area. TPCH operates in partnership with the Community Housing and Services of the Region of Halton who provides the rent subsidies for our rent-geared-to-income structure. TPCH is a member of the Ontario Public Housing Association (ONPHA).

In approximately 1990, property held by the United Church of Canada (UCC) was severed and the portion of the land now occupied by the housing was sold to a newly formed non-profit corporation which provided considerable funds for the construction of our church on the remaining property. About the same time the new corporation raised a mortgage to fund the construction of the 14 townhouses. These activities were organized within the group organizing the building of the church, some of whom also formed the new non-profit corporation to build and manage the rent-geared-to-income housing. Support of the Corporation is an on-going outreach providing subsidized housing to up to 14 families.

The Board of Directors of TPCH contracts out the day-to-day property management of the housing units. The current management company is Victoria Park Community Homes Management Project (VPCHP). VPCHP manages financial, operational and project matters, and receives direction from the Board at regular meetings about 5 times a year. VPCHP, which also owns or manages hundreds of housing units in the Hamilton, Brantford, Waterloo and Halton regions, has provided extremely competent management services for our housing since our inception in 1992. This year VPCHP and the Board sought and received a \$100,000 grant to conduct long-needed repairs to the concrete steps of several units. The repair project will be conducted in 2022. Some funds may be available to expand out to other infrastructure needs of the complex.

Board Members serve for 2 years, renewable up to 6 years. Corporate by-laws require that at least four directors be members of The United Church of Canada. TPCH'S current directors are all members of Grace United Church; and members of the church have predominately formed the Board since inception. The seven members of the current Board of Directors of TPCH, affirmed at the 2021 Annual Meeting in November are:

Board Members

Larry Hatt Chair
Ron Caldwell Vice-Chair
Mary Ruth Crabb Secretary
Rhonda Cutler Treasurer
John Allchin
Bruce Merwart
Bill Nicholson

At the end of 2020 the Corporation became a “Category 2 Independent Incorporated Ministry” pursuant to the Incorporated Ministries Policies of the United Church of Canada. The new designation released the Corporations from direct oversight and accountability to UCC. Although direct reporting has been reduced, the formal corporate documents provide that should the corporation ever be dissolved, and after all debts and liabilities have been paid, that the remaining properties shall be distributed to Grace United Church or its successors. The continuing management of TPCHI depends on Grace UC for voluntary Board appointments. Of course, such formal Corporate Board appointments provide interesting training and experience in corporate governance.

Respectfully submitted,
Larry Hatt
Chair, TPCH Board of Directors

UCW

Donna Lelievre (Coordinator), Carol Boyle (Treasurer)

The United Church Women is an autonomous group of women of Grace United Church, committed to the welfare of Grace. Donna Lelievre is the co-ordinator and Carol Boyle is treasurer

- We have submitted dues of \$60.00 to the Horseshoe Falls UCW Regional Chair, to account for a current membership of 20 women. All women of Grace United Church are welcome to attend any meeting

Grace United Church Women - 2021 - via zoom	
<u>DATE</u>	<u>PROGRAMME</u>
January 27	helped prepare for World Day of Prayer - March 5, 2021 - from Vanuatu, to help be implemented in Burlington As a nod to Grace UCW's traditional January meeting ' <u>Out to a movie</u> ', attendees submitted titles and short synopses from their fave movies (and the fave movie stars that went along with them)
February 24	Social - <u>Chat Night</u> . Attendees filled in the blanks with their best of ... e.g:desserts (remember Sex In a Pan? - and the 'Robert Redford' version with pistachio pudding!) ... <i>And you thought UCW sounded boring!</i>
March 24	The practice of masking was about a year old and Grace United was hard at work supplying them. This <u>Bible Study</u> of Luke chapters 22 - 24 asked what masks are evident in these chapters and excerpted a prayer for masks from the moderator.
April 14	UCW attendees worked with the questionnaire forwarded by the Grace Transition Team. We described our <u>vision of Grace</u> in the future 1) What do we do at Grace? We unite women of the congregation for the total mission of the church and to provide a medium through which we may express our loyalty and devotion to Jesus Christ in Christian witness, study, fellowship and service.

May 26	We presented <u>Mother's Day Tea-Time Trivia</u> via PowerPoint with photos forwarded by many. (Remember cup'n saucer showers? Trousseau teas? getting up early for Princess Di's/Meghan Markle's weddings?)
June 23	Attendees shared <u>wedding trivia</u> . Organizer/organist Ruth Goodale had some interesting wedding anecdotes to share.
July 21	informal chat 'on the church lawn' <u>IN-PERSON!</u> (and safely spaced out) - special focus on summer reading
August	no meeting
Sept. 22	Attendees forward a photo of their <u>summer holiday</u> . A collage of interesting summer COVID - coping techniques was profiled.
Oct. 27	Attendees had a lively discussion about the pros and cons of co-ordinating a 2021 Candy Cane Traditions bazaar? <ul style="list-style-type: none"> •decided to reprise last year's 'Ghost of Candy Cane Traditions Past' This was rewarded with final total: <u>\$3,210.00</u> - <u>SPECIAL THANKS TO GRACE FOR CONGREGATIONAL SUPPORT!</u> The balance of the meeting examined an in-depth look at <u>Human Trafficking</u> . Youth is a vulnerable age and transgender and non-binary youth are most vulnerable
Nov. 24	UCW attendees forwarded the name of their favourite <u>charitable endeavour</u> - delineated by its most efficient use of funds and by its depth of support to its local stakes. e.g. SCAW (Sleeping Children Around the World) claims 100% of donations has gone directly to bedkits for children, and local resources are used as much as possible to supply the bedkits. In 50 years, over 4 million volunteer hours have been contributed - especially all the office management. <ul style="list-style-type: none"> • We learned of 16 different charities that people can feel confident with their donations - starting at home with Grace United Church.
Christmas 2021	Members decided to 'keep Christmas in their own hearts' this year. (no meeting)

Respectfully submitted, Donna Lelievre, Coordinator

Appendix

Grace United Church Burlington

Core Values

As followers of Jesus Christ, we believe we are called to live out His commandments; to love God and to love our neighbours as ourselves (Matthew 22:37-39), and to do justice, love kindness and walk humbly with our God (Micah 6:8). We believe that by adhering to our core values: Kindness, Fellowship, Spiritual Growth, Acts of Service, Leadership, and Inclusivity we will achieve whatever God calls us to do within our community of faith, our wider community and the world.

Kindness is an overarching value of Christian love promoting friendship, consideration, respect and generosity.

We show *Kindness* when we:

- Engage others empathetically in a welcoming and non-judgemental way.
- Offer companionship willingly.
- Help and share our talents in specific ways with no expectation of reciprocity.

Ephesians 4:32

... be kind [and compassionate] to one another, tender-hearted, forgiving one another, as God in Christ has forgiven you. (NRSV)

Fellowship is a welcoming partnership fulfilled in a community of mutual support, and shared activities, challenges, goals, interests, and duties.

We practice *Fellowship* when we:

- Welcome all people journeying in faith to participate in worship as well as other faith activities, including setting goals and planning.
- Offer help, with compassion, to eliminate barriers hindering the full participation of any member of the faith community.
- Promote honest, supportive relationships as we participate in faith and community activities.
- Share activities, goals, interests and duties with an individual or groups of individuals.

1 John 1:7

... but if we walk in the light as he himself is in the light, we have fellowship with one another... (NRSV)

Spiritual Growth is a lifelong process of knowing God and understanding our relationship with God, community, and society.

We commit to *Spiritual Growth* when we:

- Welcome challenging ideas about the nature and content of our faith.
- Offer and participate in meaningful worship and communion.
- Offer and participate in Bible Study
- Offer and participate in opportunities to meditate, pray, reflect and express gratitude.
- Make available resources for personal reflection, learning, and growth.

Colossians 3:16

Let the word of Christ dwell in you richly; teach and admonish one another in all wisdom; and with gratitude in your hearts sing psalms, hymns, and spiritual songs to God. (NRSV)

Acts of Service are guided by Christ's teachings which call us to humbly commit to the common good.

We engage in *Acts of Service* with our time, talent, and treasure by:

- Supporting grass-roots initiatives consistent with Christian teaching and relevant to our community and beyond.
- Using God-given talents to understand and serve the needs of those within our community of faith and beyond.
- Forming respectful and supportive internal and external partnerships, with integrity and without expectation of acknowledgement.

Matthew 25:35-36 and 40

'... for I was hungry and you gave me food, I was thirsty and you gave me something to drink, I was a stranger and you welcomed me, I was naked and you gave me clothing, I was sick and you took care of me, I was in prison and you visited me. And the king will answer them, 'Truly I tell you, just as you did it to one of the least of these who are members of my family, you did it to me.' (NRSV)

Leadership is participation at different levels of the community, and supporting people to reach their potential, taking the opportunity to guide responsibly with selfless duty and empathy.

We Lead by:

- Having open decision-making processes in which all are actively encouraged to participate.
- Being civic-minded and making decisions based on information from the community to help ourselves, and those with whom we engage, reach full potential.
- Encouraging and equipping all with the right tools and strategies to grow capabilities and maximize potential.
- Engaging in strategic thinking and action to stimulate innovation and growth.
- Paying attention to the needs of children and youth in developing and encouraging their leadership skills.

Proverbs 11:14

Where there is no guidance, a nation falls, but in an abundance of counselors there is safety. (NRSV)

Inclusivity is all-embracing, and celebrates and honours the full spectrum of humanity and creation by following Christ's example of acceptance.

We aspire to be Inclusive by:

- Educating ourselves and others about our differences and similarities.
- Treating each person fairly and equitably, being alert to conscious and unconscious barriers which may hinder full and equal participation.
- Being aware of unequal distribution of privilege in society and endeavouring to minimise disadvantage.
- Learning to understand and extend Christian love to everyone in an open and healing way.

Galatians 3:28*[In Christ's family] there is no longer Jew or Greek, there is no longer slave or free, there is no longer male and female; for all of you are one in Christ Jesus. (NRSV)*

As followers of Jesus Christ, we believe we are called to live out His commandments; to love God and to love our neighbours as ourselves (Matthew 22:37-39), and to do justice, love kindness and walk humbly with our God (Micah 6:8) We believe that by adhering to our core values: Kindness, Fellowship, Spiritual Growth, Acts of Service, Leadership, and Inclusivity we will achieve whatever God calls us to do within our community of faith, our wider community and the world.



Engaging in Grace-FULL Conversations

At Grace United, we live out our core values by abiding by 3 our Guiding Principle: *Belonging, Learning, Connecting in Grace*. Therefore, when we gather to do the work of the church we are all invited to join in the conversations and dialogues. Each person's idea or opinion is to be equally considered and valued. We remember the importance of "listening so we may understand and not simply respond" and the wisdom of the Dalai Lama who says (paraphrased) that when we talk we are only repeating what we already know, but when we listen there is the possibility of learning something new.

We strive to engage in Grace-FULL conversations. GRACE-FULL is defined here as:

G = GOD at the centre of our listening, silence and speaking

R = RESPONSIBILITY for what we say and feel without blaming others.

A = APPROACH new ideas with curiosity and wonder

C = CONSIDER our own assumptions and perceptions, what we hear and feel before we speak

E = ENCOURAGE sensitivity, kindness, compassion, patience, courage, and open-mindedness

FULL = Of God's Spirit, we lean into God's transformative love, as we seek a safe community where each person's dignity and worth are affirmed and celebrated.

Affirming Ministry Committee Supported Documents

Affirming Ministry Committee

Purpose:

The Affirming Ministry Committee will provide leadership and guidance to support the Grace church family, through a collaborative and inclusive process, on its journey to affirmation. The ultimate goal is to ensure that the members of the Grace community have the understanding and knowledge they need to prepare for a future vote on Grace United Church becoming an Affirming Ministry.

Guiding Values and Principles:

- Respectful discourse
- Genuine commitment to improving understanding and empathy
- Encouragement of constructive input and feedback within the Committee and from the church members
- Placing inclusivity, respect for individual differences and collaborative problem-solving ahead of efficiency

Tasks and Responsibilities:

The Committee will identify, review and share with the Grace membership a wide variety of resources to inform members about what is involved in becoming an Affirming Ministry. This will be accomplished through a range of communications, activities, learning opportunities and inclusion of affirming topics in worship, as appropriate. Examples of the tasks and responsibilities include, but are not restricted to:

- Researching and learning about marginalized groups in Canada and the issues they face
- Developing a working knowledge and appropriate language to ensure that all affirming activities and conversations are informed by a respectful and inclusive approach
- Working with the broader church community to understand what an affirming congregation is and what it might look like at Grace
- Providing a series of succinct and targeted communications and focused learning “nuggets” of information to the congregation on
 - what the Affirming Committee is doing and what an affirming congregation is and does (Grace-Line, website etc.)

- issues related to marginalized communities and celebrating leadership in them (Grace-Line, website etc.)
- Creating educational opportunities for Grace and the wider community in areas of equity, diversity and inclusion
- Partnering with other community organizations including other churches to provide educational opportunities in areas of equity, diversity and inclusion
- Developing and implementing a progressive outreach plan to Groups and Committees at Grace to increase awareness and education and encourage discussion of how their group might be enriched by Grace becoming affirming and how they might respond (UCW, Men's Group, Property, Worship, Outreach etc.)
- Using input from church Committees and individuals, identify any gaps in learning or outreach and address these as required
- Identify, when and as appropriate, formal feedback mechanisms such as survey tools to evaluate the response of the church community to the Affirming process
- Determining when the Committee feels it is appropriate to recommend a time and process for conducting a formal vote on Grace becoming an Affirming Ministry, and provide whatever support the Board requires to carry this out

Time Frame:

The Committee will make every effort to support the ongoing momentum of the Affirming Journey, but will use its best judgment to ensure the process unfolds in a way that allows all members of Grace to be included and feel heard throughout the process. There is no time restraint on how long the process takes, and the Committee will only recommend moving to a vote when they consider that optimum learning and understanding, and a readiness to make a decision, have been achieved.

FAQs about Affirming Ministries

Q. What is an Affirming Ministry?

A. Affirming Ministries are communities of faith, regional councils, assisted living homes, educational institutions, retreat centres, outdoor ministries and other ministries within the United Church that publicly declare their commitment to inclusion and justice for people of all sexual orientations and gender identities. Although Affirming Ministries make an explicit statement about issues of sexuality and gender, their commitment to justice is far broader. They continually grow and change as they seek to live more fully into God's way of welcome, love, and justice for all creation. Just as God rejoices in the goodness and diversity of creation, so too Affirming Ministries honour and celebrate diversity.

Q. Does that mean that Affirming Ministries are only concerned about those issues?

A. Affirming Ministries are not —gay-only churches or single-issue communities. They work on a variety of justice issues. They know that the work of healing and justice-making, of being the church, is an ongoing part of who they are, whether they strive to combat racism or work to make their buildings wheelchair-accessible; as they attend anti-poverty marches or seek to live out the United Church's apology on residential schools; when they honour the teachings of Two-Spirit people, respect children's rights, and provide space for addiction support groups.

Q. Who decides whether a church or organization will be declared an Affirming Ministry?

A. The ministry's governing body sends a request, along with its Affirming Ministry Vision Statement, Equal Marriage Policy, and Action Plan to the Affirming Ministry Coordinators (via email). If these documents are approved by Affirm United, the ministry membership then votes to become an Affirming Ministry. Following a positive vote (recommended 75% minimum), the ministry sends a completed membership form and institutional registration fee to the treasurer of Affirm United. The Affirming Ministry Coordinators confirm membership registration and assist the ministry in planning its service of celebration, at which it receives its Affirming Ministry Certificate. The ministry is then added to the national list on the Affirm United website.

Q. What is the difference between "welcoming" and "affirming"?

A. Being an Affirming Ministry is not merely about welcoming people of all sexual orientations and gender identities. Words like welcoming or inclusion suggest those on the inside have the power to choose to accept those on the outside. This makes it sound like an act of charity to welcome those who are

different or marginalized. However, it is not our place to welcome anyone because church is not a private club and we are not the gatekeepers. As soon as one new person comes through the doors, the community becomes a new community.

Q. Why do we need to name sexual orientation and gender identity in our statements?

A. First, we need to be explicit because so many Christians have been so explicit about their exclusion. Second, many churches that say they love or welcome everyone are not at all inclusive or accepting of people of all sexual orientations and gender identities. People may have very different understandings of what “all” or “everyone” really includes. And third, people of this marginalized group are often invisible even to those of us that want to offer support. Human rights have been won only when issues of injustice become more visible. Affirming Ministries are public, intentional and explicit (P.I.E.) about what their welcome and justice-seeking really means.

Q Why do people state their pronouns (ie she/her or he/him or they etc.) following their name?

A. Displaying a person’s pronouns in the workplace, social settings, zoom calls or on social media profiles, has become increasingly common. The reason straight people share/display their pronouns is to let others know (especially LGBTQ2S+ folks) that this is a safe space for any LGBTQ2S+ folks helping to make spaces more inclusive of transgender, gender non-conforming, and gender non-binary people.

Q. What does PIE mean?

A. To become Affirming, your ministry embarks on an educational, discernment, and decision process that helps your ministry be PIE:

Public: Be out and proud! Use symbols, signs and words which are echoed inside and outside the church building, in all facets of church life.

Intentional: An Affirming ministry is deliberate in their process of study, education and dialogue with members of their faith community. They ensure that the history of oppression and discrimination by the church is both understood and acknowledged, and that continued growth, education, and celebration are part of its ministry.

Explicit: An Affirming ministry is very clear about who it welcomes. It names queer, trans, and Two-Spirit people and the gifts they bring. You’re asked to look at a variety of areas that may be barriers to those coming to your ministry and community—age, gender, race, ability, class, economic status and, in particular, gender identity and sexual orientation.

Q. Do all United Church communities of faith celebrate same-gender weddings?

A. No, the decision is made on an individual basis. Some communities of faith offer weddings to all, some offer weddings only to heterosexual couples, and some permit their clergy to officiate at off-site same-gender weddings.

Q. Do all Affirming Ministries celebrate same-gender weddings?

A. Yes, it is one of the requirements to be declared an Affirming Ministry that a community of faith must offer heterosexual and same-gender couples the same rights and privileges, including weddings.

Q. If our community of faith becomes Affirming, does that mean we'll be a gay church?

A. No. Affirming communities of faith, like all other United Church communities of faith, have a wide diversity of members and adherents, including heterosexual couples, families, seniors, children, youth, singles, as well as members of gender and sexual minorities. Typically, in most Affirming Ministries the latter are usually more visible, out, and active than average because they're in a safe and supportive place. Often same-gender couples want their children to be part of an Affirming Ministry because of the supportive, non-judgmental atmosphere they find there. But many heterosexual people choose Affirming Ministries for the same reason—it's a place where children, youth, and adults can grow in faith in an atmosphere of respect and justice for all people from all walks of life.

Q. What is Affirm United's relationship to The United Church of Canada?

A. Affirm United/S'affirmer Ensemble is a partner organization of The United Church of Canada. It is an independently incorporated charitable organization whose membership (mainly United Church members and ministries) is open to those of all sexual orientations and gender identities who support the organization's work. It celebrates the changes in the United Church while continuing to challenge the church to be true to its calling.

Q. Is the celebration where we declare ourselves an Affirming Ministry the end of the process for becoming Affirming?

A. The celebration is an important milestone, but it is only part of a long-term commitment to live out what it means to be an Affirming Ministry. Affirming Ministries are asked to create an ongoing Action Plan. They recognize that there will always be more to learn. Affirming Ministries continue to grow and change as they gain further understanding and as they seek new ways to act for the healing and wholeness of all creation.

Primary Source: Open Hearts – Resources for Affirming Ministries in The United Church of Canada April 2020