

Annual Report for 2019

with Addendum



St. Giles Presbyterian Church

1102 23 Ave NW, Calgary, AB T2M 1T7

(Body Corporate under the Religious Societies
Lands Act of the Province of Alberta)

The Reverend Dewald (Dewey) Delport
Minister

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Agenda for the Sixty-second Annual Meeting dated Sunday, February 23, 2020

Opening Prayer

Appointment of Secretary

Adoption of Annual Meeting Minutes, February 24, 2019

Communion Dates 2020

Minister's Message

Session Report

Statistical Information for 2019

Reports from Teams of Session and Congregational Groups

Gift Team

 Mission in Action

 Pastoral Care Team

 Fanning (See Pastoral Care Report)

 Mid-week Mix

What's up?

 Choir Report

 Second Sunday Singers

 Policy and Planning

 Human Resources

 Archives Report

 Sound System Report

 Facilities and Maintenance Report

 Moms and Tots Report

 Envelope Secretary Report

 Financial Report

 Report of Finance Team

 Financial Statements 2019

 Memorial funds

 Review of Stipend and Salaries

 Presbyterians Sharing

 Statement of Operations

Budget 2020

New Business

Building Security and Keys – Walter Cooper will address the meeting.

Update regarding the construction in the Lower Hall and basement washrooms – Wayne Gallant

2019 Joys, Celebrations, and Good News

Adjournment

**Minutes of the Congregational Meeting
Sunday, February 24, 2019
St. Giles Presbyterian Church**

11:50am - Opening Prayer – Rev. Delport opened the meeting with Psalm 111 and prayer. He mentioned those who passed away in 2018, and gave thanks for what we have as well as the opportunities we have to care for others and our community.

Attendance included 33 members, 3 adherents, and 3 staff.

Motion: Appointment of Secretary – Shelley McKechnie

Moved: Chris B

Seconded: Jeanne P

CARRIED

Motion: Adoption of 2018 Annual Meeting Minutes, February 25, 2018

Moved: Walter C

Seconded: Jenny T

Discussion: No questions or business arising from the 2018 Minutes.

CARRIED

Motion: That all reports (except the Financial Reports) be received and approved as amended.

Moved: Ivy M

Seconded: Marni S

Discussion:

*Comments regarding Reports from Teams of Session and
Congregational Groups*

Dates for Upcoming Communion Services

Rev. Delport: the dates have been included in the Annual Report as requested.

Minister's Message

Rev. Delport: Thank you to everyone. A brief review of the 3 points and to be mindful of them as we discuss issues during the meeting.

Session

Rev. Delport: An apology to Bud H, who was neglected on the list of Elders in the Annual Report. The full list of members includes: Ann F, Bud H, Candace S, Dennis D, Ian M, Ivy M, Jeanne P, Jenny T, Lorne C, Sandra CE, and Wendell S. No questions for Session.

Statistical Information for 2018

Rev. Delport: A welcome was extended to the Bill M and Kathy M, our new members for 2018. A review of the trends.

Gift Team

Ivy M: A request for more committee members, please.

Mission Possible

Cathy B: Nothing to add.

Mike M: Is Mission Possible a committee of Session? Yes.

Nothing to add re: Food Bank, KAIROS, or Folk Night.

Dennis D: Thank you to Jason G for organizing Folk Night.

Pastoral Care Team

Jenny T: Thank you to everyone who has helped with the various events, including the St. Patrick's Dinner.

Addition of Addendum to the Pastoral Care Report re: Fanning Centre read aloud by Rev. Delport.

Mid-week Mix

Chris B: We would like to have more people come out. She has noticed all our groups have decreased in number. We need to invite new people.

What's Up?

Merle D: Nothing to add

Choir Report

Marni S: Nothing to add.

Gillian S: Please come! Music makes you happy!

Second Sunday Singers

Gillian S: Please come! The people know we're there.

Policy and Planning (including Human Resources)

Sandra CE: Nothing to add.

Archives Report

Janet A: Nothing to add.

Sound System Report

Walter C: We are now videotaping the services again. We have been having trouble with the sound for this; there is difficulty getting the sound for the choir and there's a buzzing from the chancel area. We are bringing in the people who installed the system to look at the system and help solve this problem.

There will be upcoming maintenance needed on the sound system.

Facilities and Maintenance Report

Dennis D: Nothing to add.

No questions.

Moms and Tots Report

Gillian S: There are lots of moms coming through and using the playroom. Gillian S is going to be leading a session. The group has been in touch with many people through Facebook.

Social Media

Joan M: If you have Facebook and “Like” our page, more people can see it. We have been putting up events information, etc.

Rev. Delport: Reviewed the statistics and trends. Our most popular pages are: 1) Home page, 2) Calendar, 3) Weddings, 4) Moms & Tots.

Envelope Secretary Report

No questions

Rev. Delport asked if there were any other questions about any of the reports

Walter C: There is no page in the Annual Report regarding weddings, i.e. who got married, when, etc.

Jeanne P: In (Jeanne’s) research, weddings are the one statistic Presbyterians don’t seem to track anywhere.

Rev. Delport: If (Walter C) would like to see it in the Annual Report, we will need a motion to do so.

Motion: In the Annual Report, under Statistical Information, we will include the number of weddings held in that year at St. Giles.

Moved: Walter C

Seconded: Bud H

Discussion: None

CARRIED

Chris B: More users for the church also means more housekeeping is required. Has Facilities taken this into account?

Dennis D: There is more trash to take out, floor mopping, etc. but there is not twice the work. Maybe 1 ½ times and sometimes things are clean to a lower standard. No extra hours are needed.

Rev. Delport: The motion is still on the floor that all reports (except the Financial Reports) be received and approved as amended.

CARRIED

Motion: Report of Finance Team (p 36) be received and approved.

Moved: Jenny T

Seconded: Donna H

Discussion:

Connie H: It has been a great year for donations. We would like to get more people on PAR. There are forms in the Narthex or see Connie H.

Rev. Delport: Reviewed what PAR (Pre-Authorized Remittance) is.

Walter C: In the past, an external audit used to happen. Are we still required to do that?

Rev. Delport: We are recommended to have a review. Dolly Forcade from St. Andrews Presbyterian Church will do that for us. We haven't hired an actual auditor to do one in more than 10 years. If we want to do that, we will need a motion. The cost of an external audit will be approximately \$5,000. The Auditor must be a hired accountant who is greater than arm's length from the church.

Cathy B: Regarding PAR, do we think it will increase giving? Are we looking at other ways to increase giving?

Connie H: PAR is just a convenient method of giving.

Trish T: As a person who goes away, it might increase giving because (her) donations will go on despite (her) attendance.

Mike M: PAR makes giving simpler.

Bill M: Is there an annual PAR?

Connie H: (She) will check on that.

No further questions or discussion.

CARRIED

Motion: Memorial Funds Report (pp 48-49) be accepted and approved as printed.

Moved: Sandra CE

Seconded: Ted S

Discussion:

Review of Memorial Funds report by Connie H.

The GIC will be rolling over to another 2 year GIC.

\$1000 from the Robson Estate Fund went to kids who went to camp.

Jeanne P: Are the funds in there in cash somewhere?

Connie H: The funds are currently at BMO (Bank of Montreal). We have changed banks to TD (Toronto Dominion Bank)

No further questions or discussion.

CARRIED

Motion: Accept and approve Financial Statements 2018 as printed.

Moved: Walter C

Seconded: Sandra CE

Discussion:

Rev. Delport: If people have questions after today, please come and ask Connie H.

Cathy B: How is the \$16,926 shortfall being made up?

Connie H: Amortization is accounted here; it's not included in the Income Statement. The actual deficit is just over \$600.

No further questions or discussion.

CARRIED

Review of Stipend and Salaries

Rev. Delpont/staff leave the meeting.

New chair designated: Bud H

New meeting secretary designated: Jeanne P

Motion: Accept and approve the total compensations recommended in the 2019 Budget for the minister and non-ministerial staff.

Moved: Joan M

Seconded: Jenny T

Discussion:

Sandra CE: walked through pp 37-38 of the Annual Report and reviewed the Session process to create numbers. Described components and explanations for Rev. Delpont's compensation. Sandra CE discussed proposed increase to Book Allowance and 1 extra Sunday only off for Rev. Delpont.

No discussion or questions are proposed.

Admin. Assistant compensation discussion:

No discussion.

Church Officer compensation discussion:

No discussion.

Nursery Assistant:

Increase to Alberta minimum wage was executed mid-2018.

Music Staff:

Musician (Esther W): RCCO rate schedule

Church Director (Marni S): Discussed 10 months per year work vs. 12 months for church musician.

Questions: Discussion on which items roll into employee T4s.
No further questions or discussion.

CARRIED

Rev. Delport resumed as chair at 1:05pm.

Statement of Operations: Budget 2019

Motion: Accept and approve the Presbyterians Sharing (p 40) amount of the 2019 budget for the amount of \$10,000.

Moved: Mike M

Seconded: Wendell S

Discussion:

Rev. Delport: National Office is requesting approximately \$23,000; our Session is recommending \$10,000 as in previous years.

Mike M: Why are we doing a lesser amount than recommended?

Rev. Delport: To make our amount manageable, plus be able to do our other work. Some churches pledge to give their recommended amount "if they can". We are allowed to send in more than we have pledged. It is better to pledge 2 and give 10, than to pledge 10 and give 2.

Dennis D: We are doing well in our commitment.

Rev. Delport: Our giving is comparable to other congregations.

Mike M: Just a bit of history, it took up to 1993 to meet our commitment. We had been pressured historically to reach that amount requested and were proud when we made it.

No further questions or discussion.

CARRIED

Motion: Accept and approve the proposed 2019 Budget (pp 37-42)

Moved: Bud H

Seconded: Ivy M

Discussion:

Rev. Delport:

P 37 Assessments: Presbytery Dues are not based on the number of people; based on revenues.

P 38 GIFT: No questions.

P 38 Worship/Service: No questions.

P 39 Mission/Outreach: No questions.

P 40 Church Office/Supplies: No questions.

PP 40-41 Property Expenses: No questions.

P 41 Revenues are derived from:

Chris B: Where are revenues from the Home School?

Rev. Delport: They are under Facility Donations, p 42.

Chris B: Does that (Facilities Donations) amount include Weddings?

Rev. Delport: Yes.

No further questions or discussion.

CARRIED

New Business

In 2016, the General Assembly passed the following motion from the Life and Mission Agency, Justice Ministries: Recommendation No. 7 (adopted, p. 20)
That congregations be encouraged to acknowledge the traditional territory on which the congregation

meets to worship by posting this information in bulletins, by a sign in the church or a combination of both.

As such, the Session brings the following 2 recommendations to the congregation:

Recommendation 1: That an acknowledgement be included in the bulletin for Communion Services and read once a year at the Annual Meeting.

Recommendation 2: That the wording be: "Today we are grateful to be gathered on the traditional Treaty 7 territory of Canada's indigenous peoples and the Metis Nation of Alberta, Region 3. May we live with respect on this land, and in peace and friendship with all our relations."

Motion: Adopt Recommendation 1 as written.

Moved: Jeanne P

Seconded: Sandra CE

Discussion:

Jeanne P: The preamble speaks for itself.

Chris B: What does this mean, "included for Communion Services"?

Rev. Delport: It means it will be written 5 times (for all the Communion services) and read once at the Annual Meeting.

Cathy B: (She) is not in support because it is arbitrary since we do not have any indigenous people in our midst. (She) admire(s) and respect(s) the work of the people. We are first God's people and should acknowledge His world.

Sandra CE: (She) speak(s) to the motion, using the wording in Recommendation 2. Acknowledging that we have a relationship with God, the land, and the people who have

been on the land before us, are on the land, and will be on the land. This is part of the justice from the PCC. This work started in 1994 with the apology.

Donna H: Agree with Cathy B because (she does) not see the apology making any difference. (She does) not agree with it.

Mike M: (He is) ready to vote.

Trish T: This has been recommended since 2016. Do we know how many churches have gone forward with it? It is just a recommendation.

Jeanne P: Point of Order – All GAs are recommendations prior to voting and adoption.

Rev. Delpont: One church did; four didn't in Calgary-Macleod. Calgary-Macleod does make the Acknowledgement.

No further questions or discussion.

MOTION DEFEATED. Votes were 11 Yes: 15 No.

Motion: Adopt Recommendation 2 as written.

DEFEAT OF MOTION FOR RECOMMENDATION 1 MEANS THIS MOTION CANNOT BE ENTERTAINED AS IT DEPENDS UPON RECOMMENDATION 1.

2018 Joys, Celebrations, and Good News

Donna H: (She) cannot thank everyone enough for their part in her sister's funeral here at St. Giles.

Wendell S: Thank you to Rev. Delpont for his work over the year.

Rev. Delpont: Thank you to everyone in the congregation. Thank you for your generosity and volunteer time. Thank you

to Chris B and Ann P for starting the Pop-up Art program.
Thank you to Connie, and Marni, and Shelley.

Mike M: Are there any Presbytery representatives here?

Rev. Delport: Sandra CE is our Representative Elder; Jeanne P is our Equalizing Elder.

Motion: Adjourn the meeting

Moved: Walter C

Seconded: Unnecessary

Discussion: None required

CARRIED

Rev. Delport closed in prayer.

Adjourned at 1:25pm.

Communion Dates 2020

- February 23 – Transfiguration Sunday
 - April 5 – Palm/Passion Sunday
 - May 31 – Pentecost Sunday
 - October 4 – World Wide Communion Sunday
 - November 29 – 1st Sunday of Advent
-

Minister's Message

Trust in the Lord with all your heart, and do not lean on your own understanding. In all your ways acknowledge Him, and God will make your paths straight.

Proverbs 3:4–6

I'll be honest with you; I don't know what to write for this annual report. There is a mix of many emotions stirring within

my soul. Within this turmoil the words from Proverbs 3:4–6 brings comfort ... *Trust in the Lord.*

Several challenges visited us in 2019. The most recent was of course the sewer backup in the basement. Though inconvenient, we coped well with the distraction and it seems that the repairs will be done by the time of the annual meeting. Secondly, our envelope offerings dropped by about 20% from the year before. As such, we ended the year with a deficit (and in the same breath, we did not go over our budget). Finally, our Sunday attendance was a little lower than the year before ... *Trust in the Lord.*

In June I attended the General Assembly, our highest court. It was a difficult assembly and I saw a church struggling and divided. The Presbyterian Church in Canada at the next General Assembly will entertain two Remits: 1) That the denomination adopt a new definition of marriage that states that marriage is between a man and woman and that marriage is between two consenting adults; 2) That clergy in committed same-gender relationships may be ordained and called to a congregation¹. It is unknown what the final decision at General Assembly will be ... *Trust in the Lord.*

Regardless of the challenges and uncertainties in 2019 we have plenty to celebrate, and let's not forget that. I am grateful for your participation during worship, especially your words of encouragement and wisdom and enquiries after the service. I am thrilled that we have a Bible Study and that those who join us are willing to ask questions, listen, be transformed, and eager to learn more. I am encouraged

¹ See the Summer edition of What's Up for a detailed summary of what transpired at the General Assembly.

by your support for our social events, from Crib Night to the Christmas Bazaar, and willingness to help when you can ... *Trust in the Lord.*

We also know that every new year brings with it its own set of challenges, but let's think of it as opportunities to grow and be transformed through the Grace of God. Last year my family had to make a very difficult decision. Zatica was offered a position at the Chinook General Hospital working for Alberta Precision Laboratories as a Laboratory Physician. We had hoped that Calgary would have vacancies, unfortunately that wasn't the case. We will be moving to Lethbridge ... *Trust in the Lord.*

I realize many of you wonder: *What will happen to St. Giles?* Change is never easy, and it can bring with it anxiety. I would encourage you to look at this not as change, but as an opportunity for transformation. I encourage you to do so because this is part of the story of God's people. Abraham had to go through a change that was quite lengthy and difficult at times, but at the end, every nation in the world is blessed through him. Ruth had to go through a tough change and leave the familiar behind as she followed Naomi, and she became an ancestor of Jesus. Joseph went from being a rich kid, to being sold as slave, to being falsely accused, to being acquitted, to the second most influential person in all of Egypt—saving many from hunger. David was a shepherd boy, but had to leave the flocks of his father and to become a shepherd of God's people, and that was not an easy road. We can, of course, go on. However, I believe you see the point. These folks *trusted in the Lord.* They experienced change—not easy at times—and they were transformed ... *Trust in the Lord.*

Where will God lead St. Giles in the days to come? That I cannot tell you. But what I can is that God will lead you, perhaps a path St. Giles never envisioned before. It may not always be easy. It may be frustrating. It will be a time of growth, transformation, and grace ... *Trust in the Lord.*

I would like to thank all of you for your support over the years. And as we enter this new year at St. Giles, the wisdom I would like to impart to St. Giles as St. Giles looks towards the future is this:

Trust in the Lord with all your heart, and do not lean on your own understanding. In all your ways acknowledge Him, and God will make your paths straight.

Proverbs 3:4–6

Blessings,

Rev. Dewald (Dewey) Delport

St Giles Session Team

It is my privilege to be a part of St. Giles Session and to work with such dedicated elders. Session guided by Rev. Delpont as the moderator, is the spiritual leadership of the church. Currently we have 9 elders, including 1 elder on a leave of absence. The elders of the Session work on your behalf. Last year it was a great regret to lose 2 valued elders, Jeanne Phene and Lorne Cowan. (John and Joan McLean retired as elders in 2019, as mentioned in the 2018 Session Report.)

Our meetings begin with a devotional, *Time to Get Serious* by Tony Evans. We then have a study time. This year the focus was on *Equipping Elders* written by The Presbyterian Church in Canada. We then discuss the congregational concerns and challenges. This year with prayerful consideration, we decided to work on “Community” for our Mission and Values for 2020.

Rev. Delpont and Sandra Cameron Evans attended the Annual General Assembly of the Presbyterian Church in Canada held in Waterloo, Ontario, June 2-6, 2019.

This year, despite all of the congregation’s best efforts to keep the operating costs down, we were unable to meet our budget, as you will see in our financial report. This is a major concern for St. Giles as we had a deficit of less than \$1,000 in 2018. We had booked Rev. Dianne Ollerenshaw to meet with us in the fall to speak with the elders on our financial position and provide guidance on how to proceed. Unfortunately, we were unable to meet and have rebooked for February 18, 2020. One area where we saved was pulpit supply. In the summer, while Rev. Delpont was away and attendance is typically low, the Elders led four services prepared by Rev. Delpont, his words (except for

scripture) but different voices. We did the same December 30.

Again, this year we have opened our doors and shared our spiritual space with the Calgary Korean Evangelical Church, hosted 10 weddings, and many recitals. The North Calgary String Academy and the Free Learners Co-op use other areas of St. Giles' facilities weekly. St. Giles is well used by inviting and exposing the community to us. We have our own spiritual activities such as Bible Study, Mid-Week Mix, Evening Praise Service, Choir, Second Sunday Singers, Fanning Centre Services, Pastoral Care, Church School, and Youth Group. We also have community events such as Moms and Tots, St. Patrick's Dinner hosted by Pastoral Care, Folk Night, English Cream Tea, Stampede Breakfast, and the Christmas Lunch and Bazaar, along with a number of potlucks. Breaking bread with our neighbours is a part of our being. All these events are only achievable because of the great efforts of our staff and many hours put in by our wonderful volunteers.

We want to thank our Administrative Assistant, Shelley McKechnie, for keeping us organized, our church officer, Wayne Gallant, for maintaining our church home, and our nursery caregiver Jackie Ling, for her care of our nursery.

A huge thank you goes to Marni Strome our choir director and Esther Woelfle our organist and pianist for the many hours of planning and producing the beautiful music they and the choir give us each Sunday, especially at Easter and Christmas. We also thank the invaluable volunteers who operate the sound system for our church services, weddings, and funerals, the offering counters, and a special thanks to our Treasurer, Connie Harms. Our *What's Up?*

Team, organized by Meryl Dalip, have to be commended for keeping us informed on the happenings within our church community. Finally, I would like to thank all the volunteers who have worked throughout this past year. Your dedication to St. Giles makes us a wonderful church family.

I especially want to thank Rev. Delport for leading us throughout the year with truly worshipful and spiritual services. On behalf of Session, it is a pleasure to work with and have Rev. Delport's guidance in our spiritual lives.

Members of Session are Sandra Cameron Evans, Dennis Daly, Ann Frost (on leave), Bud Hamilton, Ian McKay, Ivy Mewha, Wendell Siddall, Candace Siddall, Jenny Thompson, and Rev. Delport is our moderator.

May the Lord be with us all.

Candace Siddall,

Clerk of Session

Statistics

2019 Membership Status

Communicant Membership as of January 1, 2019		143
Members Added in 2019		0
Members Removed in 2019		
By Resolution of Session	5	
By Death	4	
Total		<u>9</u>
Communicant Membership as of December 31, 2019		<u>134</u>

Baptisms 1

We regretfully record the names of members, adherents and friends of St. Giles who died during 2019: Pam Dangerfield, Eileen Jardine, Jack Alexander, Barbara Thomas, Shirley Howe, Iva Legeyt, Jim Hanks, Ingrid Maybury, Lorraine Hoepfner, and Maureen Harries.

Average Sunday Service Attendance

2019 55

2018 65

Good Friday

2019 45

2018 58

Easter

2019 84

2018 101

Christmas Eve

2019 134

2018 166

GIFT (Growing in Faith Together)

Church School

Our church school was a fairly small group this past year with a very large age span, so in the fall we capped the age for church school to grade 8 to allow us to split and teach the children in a more age appropriate way. While the older children are not part of our weekly church school they have joined us on special occasions such as when we are making cards and their participation and support was greatly appreciated. Our attendance varied from no children to a maximum of 10 children on Easter Sunday, with the average being 3. **Many thanks to our church school teachers who prepare each week and help our children as they grow in their faith.** We once again made Easter cards for the Special Communion as well as Christmas cards for the shut ins. This is a favorite activity for all our children as they get to be creative and share their art with others in our congregation. In April the Church School joined the Youth group for their annual trip to the zoo and 7 kids and 5 adults enjoyed the day. This summer we once again joined Westminster for their bible study and we had 2 children, one teacher and some kitchen helpers join us. **Thanks to Dianne Mascardelli and all the volunteers who took turns in the summer to provide activities and lessons for the children.**

This year we have done a couple of new things in church school. In October, we tied into the Food Bank Drive and the church school children brought birthday party items to donate to the Birthday Room at the Food Bank where parents using the Food Bank can get items that allow them to have a party for their children. We were able to

fill 7 bags with cake mixes, icing, candles, party plates etc. In January, the children drew a picture of their favorite bible story to submit for the PCC 2020 Wall Calendar and we were happy that Rayne's picture was chosen to be included in the calendar. In November we also began an outreach project which we called "Noisy Offering" to support the PWS&D Gifts of Change project. The children have been given offering envelopes they can use to bring their own offerings in and the 3rd Sunday of each month we collected coins from the congregation, this will continue until June 2020.

Youth Group

Our Youth met twice this past year, once on Good Friday for the trip to the Zoo with the Church School and again in December to attend Zoo Lights. A good time was had by all attendees.

Other events

The GIFT committee began hosting Crib nights once every two or three months and while attendance has varied all those who come have enjoyed it. We see both competitive players as well as social players. We play 3 to 4 games against different people each evening. A small prize is awarded for the lowest score and a "skunk" prize goes to the person with the highest score.

GIFT sponsored the Son-Rise service on Easter Sunday with 30 people in attendance followed by a simple breakfast and fellowship.

Bible Study

Bible Study continued each Wednesday from January until May and then again from September to December.

Attendance has been good each week, varying between 10 and 14 and the focus has been on Matthew. **Thank-you to Dennis Mascardelli for leading the group during the weeks Dewey was unavailable.**

Mission in Action

The work of Mission in Action has continued over 2019 even though we have not had a convener for the team. Each project leader has provided leadership to ensure continued success for the supports we have offered to the community in the past. We had a successful Coldest Night of the Year (CNOY) team, the tenth Folk Night, support for Marni's trip to South Africa, participation with the Kairos Affordable Housing Working Group, and our fall appeal for the Food Bank, and our final project for Advent was to raise funds for necessities at the affordable housing building in Bowness.

Our 2019 CNOY team was the biggest and best yet. We raised \$2,910 and had a ten-person team. The night was cold, but we kept walking and talking and the distance flew by. I think we will remember this year's walk for its weird jog up 10th Street to Kensington. There were cookies and hot chocolate at the turn around. St. Giles' support is much appreciated, and the friends and family who donated helped us to exceed our fundraising goal.

The Kairos Affordable Housing Working Group continues its efforts to pay down the mortgage of the "Place to Call Home" buildings and support the building of community in each of the four sites. Community gatherings, clean-up projects, weekly movie nights, courses, and the Four Building Christmas party are all events that help to bind the residents together. This year in addition to our CNOY fundraising and

other supports for the events, St. Giles donated \$400 to go towards the mortgage. Every dollar counts towards reaching the goal of paying the mortgage off and therefore reducing the rent needed to maintain and run the buildings. The working group is meeting monthly during the year and if you are interested in becoming involved talk to Joan McLean. These activities, including our Advent fundraiser, help those in need to have a home. That is no small blessing.

The 2019 St Giles food bank contributions were again an outstanding success. After Thanksgiving, Food Bank staff picked up 250 lbs. of food, and St Giles' cheque for \$1,115 was delivered to the Food Bank office. This was St Giles' twenty-first year of participation in this important effort to be part of helping one of the community's greatest needs. Thanks to all St Giles congregants for the outstanding continued support of the Food Bank. It is important to remember that our cash contribution translates to almost \$6,000 in food purchased by Food Bank volunteers. Thank You and Blessings to all at St Giles.

Submitted by:

Joan McLean

Marni has submitted this report for Mission funds supporting her trip to South Africa:

I was again grateful to receive funds from the Mission committee (\$500) to contribute to the cost of travel and supplies in South Africa, this past August 2019. Combined with donations from members of the congregation, these funds helped to pay for some of the following expenses:

- school supplies for the 60+ children ages 8–18 attending Thuthong Ya Bana School
- gift bags, with small toys, candy, note pads, pens, and a book to read---for each child
- daily snacks---cheese, fruit, or juice boxes to help supplement the meal provided by the school (pap and some meat or veg)
- food for the street kids---bread and coffee, along with “vienna’s” (hot dogs)---a significant debt was owed to the provider of the bread---I was able to pay a lot of it down to help the brothers, who have a continued line up at the door every morning (about 30—40 people) asking for bread

Your support of this project is very much appreciated by the students, staff, and Christian Brothers in Kimberley, South Africa. St. Giles in Calgary is a household name there!! It is always gratifying to see many of the same students a year later—taller, more confident, and still hanging in—attending school and working hard. Life is difficult, but the kids are amazing, resilient, anxious to learn, appreciative, loving, and inspiring.

Many times over, they asked me to thank you for your generosity

Sincerely,

Marni Strome

Pastoral Care Committee

Again, we had a busy year, while keeping in mind the focus of the committee.

We gladly visited those in hospital, at home, and in care residences, and in transitional situations. We hope we provide them with comfort and company while offering spiritual guidance where needed. We also provided frozen meals to those who were able to use them. These meals are available to all who go visiting. Our committee enjoys making these meals as it provides us with another opportunity to work together in God's name.

We held 2 special communion services for our "homebound" members and others who wished to attend. These events give members an opportunity to renew old friendships and to find new friends. They enjoy having the 1:1 time it allows them with the Minister.

We convened a St. Patrick's Day dinner enjoyed by all who attended. We did this with the much appreciated help of the Sound System Team members, who presented a finale to the meal with a most delicious dessert.

We again visited all our "homebound" members during the Christmas season, with the much appreciated help of other members of the congregation. We gave them a small gift and a personalized card. These cards are made by the Sunday school children and to them goes a BIG thank you. These cards mean a great deal to all of them.

Our bulletin prayer list is reviewed on a monthly basis and changed as necessary so that those named will be foremost in the minds of the congregation. (No names are added unless the person has agreed to it.)

The card secretary sends out cards to mark special occasions and sympathy as appropriate. Arlene has sent 39 cards in total, consisting of 9 birthdays, 4 get well, 19 thinking

of you, 6 sympathy, and 1 anniversary. Many thanks to her for all her hard work.

We continue to hold a service at the Dr. Vernon Fanning Centre once a month. It is heartwarming to see the response from some of the residents as they heard God's word and listen to the old hymns.

Sadly, we lost 9 dear friends and members over the past year. Our prayers and sympathy were offered to family and friends during their time of sorrow. These special people are Pam Dangerfield, Eileen Jardine, Jack Alexander, Barbara Thomas, Shirley Howe, Iva Legeyt, Jim Hanks, Lorraine Hoepner, and Maureen Harries.

We continue to be thankful to the Rev. Delpport for his spiritual guidance, comfort, and inspiration.

We remain, as always, in God's loving arms and comfort.

Our committee consists of Phyllis Alexander, Chris Browne, Sue Cooper, Dewald Delpport, Ann Frost, Jennifer Hauck, Donna Russell, Ted Samson, Arlene Simpson, June Stephen, and Jenny Thomson.

Respectfully submitted,

Jenny Thomson, Convenor

Mid-Week Mix

Mid-Week Mix is held in the Lower Hall on Wednesday mornings at 11:30 a.m. after Bible Study. The Meetings begin with 20 minutes of exercise using a variety of videos, featuring chair and core strengthening exercises, followed by a bagged lunch with tea, coffee, and conversation.

After an encouraging start to the year with good participation, numbers dropped off, mainly due to illness and medical appointments. We were greatly saddened by the sudden death of Eileen Jardine. She was a talented and regular participant who enjoyed the exercise and conversation, and took part in the spring Pizza Party.

During the year, an amount of \$155.85 was collected in the Free Will offering box; \$100 was given to the *Long Bow Housing Project* and \$55.85 to the St. Giles General Fund.

The participants thank Reverend Dewald for his ongoing support and technical help, and are grateful to Ted Samson and Merle Dalip for their practical help.

Respectfully submitted,

Chris Browne

What's Up?

Over the past year three issues of **What's Up?**, our church newsletter, were published (Spring, Summer and Fall). The editorial team includes Susan Carmichael, Merle and Pearl Dalip, and Denis and Dianne Mascardelli.

We could not have put this Newsletter together without the help of our dedicated and regular contributors: Rev. Dewald Delpont (Minister's Message), Janet Astle (Archives), Heather Mackie (Church School), Marni Strome and Esther Woelfle (Choir News), Connie Harms (Finances), Dianne Mascardelli (Moms and Tots), Sandra Cameron Evans (Presbytery), Chris Browne and Michael Moorhouse (Special Events).

Each issue of the Newsletter is designed to inform the congregation about ongoing work and special events in our St. Giles community as we work to fulfill our mission statement,

"to nurture a vibrant Christian life, to grow in our relationship with God, to care for the community and dare to follow Christ into the world".

Merle Dalip for the Editorial Team

St. Giles Choir

The choir continued to rehearse on Thursdays from 7:30-9 p.m., and prepare anthems for all Sunday services, excluding July and August.

Many of our members shared their talents at the annual Folk Night in February.

The choir began rehearsals as part of the Calgary Community Choir in March.

The choir provided special music for Good Friday and Easter Sunday.

As part of the Calgary Community Choir, St. Giles performed in *Bach to Rock*, a concert shared with the Calgary Children's choir and various Calgary freelance musicians, at the Rosza Centre (University of Calgary).

In June, the choir enjoyed a wrap up get-together hosted by Jim Weisert and Janet Astle.

In July, choir members participated in the *Stampede band*, coordinated by Ian McKay, and many of our members contributed solos, duets, quartets, and instrumental music in the summer, as they do also throughout the year.

In September, Thursday choir rehearsals resumed.

The Calgary Community Choir began rehearsals in October, and St. Giles choir members were part of this group again for the ten week rehearsal period.

Martina Berko played trumpet for the Remembrance Day service in November.

The choir, as part of the Calgary Community Choir, presented a Christmas concert at the University of Calgary Rosza Centre on December 7.

In December, we enjoyed a small Christmas party and combined rehearsal, again hosted by Janet Astle and Jim Weisert

The choir again enjoyed the addition of a string quartet, led by Carmen Ashmead, along with Marni's mother, Marian Smith, on piano, and our own Esther Woelfle on organ, as part of our annual Christmas Eve service.

We continue to recognize and thank Janet Astle, who, as choir librarian, continues the large and endless task of keeping our music, birthdays, gowns, and all choir memorabilia and other details in order.

As a choir, we also would like to thank the St. Giles congregation, for your continued support and encouragement. Your encouraging comments to our members about the music really mean so much to all of us. We feel very grateful to be part of a music-loving congregation!

Choir rehearsals are on Thursdays at 7:30 p.m., and we have at least two social gatherings per year, with strategically planned breaks and treats at specified rehearsals! Choir is a great place to feel a sense of belonging in the church, and to have an opportunity to contribute to the service in a meaningful way. New members are always welcome. No experience necessary!

Respectfully submitted by:

Marni Strome

Second Sunday Singers

The Second Sunday Singers have had another great year in 2019. We have had about 10 people from St Giles come and join us singing at Hillcrest Extendingcare and we always welcome more. We got one more singer this year. On

occasion, we have gotten up to 20 seniors for Hillcrest. We make a great team! I have been playing the piano and Rev. Delport participates along with our group of singers. For a mini-Christmas celebration, 8 members enjoyed a social luncheon at Earls. It was great to chat and catch up. It was a great sing-a-long at Christmas time and very much appreciated. We only cancel if the weather stops us from going to Hillcrest safely.

The participants really enjoy our sing-a-long and sense of community when we go and visit them. They look forward to that Sunday to hear their favorite and recognizable tunes. If there is anyone that enjoys singing, they should definitively come out and join us. More people, the merrier.

We sing the second Sunday of the month, and everyone is welcome to sing from 2-2:45 p.m. It is a lot of fun for us as well as the Hillcrest community.

Thank you,

Gillian Siddall, Coordinator

Policy and Planning Team

Focusing on strategic areas impacting the life and work of St. Giles, Policy and Planning is a permanent *ad hoc* Team taking direction from Session. The team welcomes other people when additional talents are needed. Policy and Planning is also responsible for the human resources function, including guidelines and performance tools for managing staff and salary recommendations.

Since 2011, St. Giles has shared the facility with the **Calgary Korean Evangelical Church**. The Team ensures that the arrangements in place meet the needs of both congregations. For the last year, St. Giles has welcomed the **North Calgary String Academy** and **Chinook Free Learners Community Co-op**, a homeschool group.

This is a result of an effort to increase the **usage of the church**. One of our core values is *Community*, where we want to welcome and serve the broader neighbourhood. We have also seen more weddings and other special events happening at St. Giles. The Administrative Assistant, Church Officer and Sound Team have developed procedures to make facility usage go more smoothly. There is no set charge for the facility but we welcome donations to help with our outreach and ministry. Such donations receive a tax receipt.

MEMBERS:

Sandra Cameron Evans,
Convenor

Dennis Daly

Rev. Dewald Delport

Connie Harms,
Treasurer

Marilyn Machum

Wendell Siddall

Archives

I continue to file any documents that are received, such as minutes, funeral cards, and financial papers.

Three requests for information were received from the public in 2019. In all cases these were from individuals seeking their proof of baptism at St. Giles.

As always, I am happy to receive any church-related documents and photographs for inclusion in the archives. In particular, I have very few photographs for the past two years so any shots of church events would be most welcome.

Respectfully submitted,

Janet Astle

Sound

St. Giles had a busy year in 2019.

We had ten weddings and three funerals.

We currently have four people on sound; we need additional people to ensure everyone has free weekends, particularly during the warm weather and for holidays.

It is challenging with a small group.

In 2019, we had ten weddings; they went smoothly. Hosting weddings has created an additional need to have more people trained on the sound system. Currently, we have Shannon Daly, Mark McCuaig, and I doing the wedding services.

Our first wedding for 2020 will be in May. We have others that are not finalized yet. This shows how important it is to have enough people.

I am willing to create classes for anyone interested.

I would like to thank an amazing bunch: Mark McCuaig, Dave Browne, Shannon Daly, and Lauren McKechnie, our newest member.

Walter Cooper

Facilities and Maintenance

Members

Dennis Daly	Walter Cooper
Ted Samson	Frazer Halliday
Reverend Dewald Delport	Wayne Gallant
Shelley McKechnie	

The Facilities and Maintenance Committee would like to thank Walter Mastenbroek for his years of service to the committee as our church officer some years ago. Walter passed on in Ottawa in January 2020.

Church Exterior

Dianne Marscardelli and others have taken the initiative and have done much to improve both the front and back areas of the grounds prior to the several weddings that took place in 2019. More are coming in 2020 and we are trying to prepare for them in the coming weeks.

Anyone with a gardening interest should talk to, Walter Cooper, Dianne Marscardelli, or Dennis Daly.

New members for facilities and maintenance are always welcome.

Sanctuary and Kitchen Upkeep

The sanctuary seems to be in good shape and the wax stripping of the sanctuary floor went quite well.

In the Immediate Future

Reflective yellow paint on the steps will need refreshing, plus resurfacing of the landing and ramp on the north side of the narthex.

Outside work to be done in 2020

Cutting Edge continues to give us good service in the summer with the grass and in winter with the snow removal.

There was a problem with the bill paying procedure but that seems to have been cleared up.

Budget for 2020

This year Facilities and Maintenance finished 2019 with no major expenses and were very close to the budget.

We cannot count on this every year and 2020 may be more expensive than anticipated.

All major repairs or replacements go through session and their input is appreciated.

Downstairs Hall Flood

This year we are starting with a major flood expense for our downstairs washrooms and elevator area.

The total cost of the repairs will be in the range of \$60,000+. There is a \$2,500 deductible, plus we are responsible for the GST (because we can recover a portion from the federal

government. We will ask adjuster if we can present the unrecovered portion of the GST as part of the loss.)

We are very fortunate to have Wayne Gallant on our staff as he has experience with overseeing these sorts of things and has been a big help.

There is also a problem with the linoleum seams on the basement hall floor and we will again try to repair these seams.

Dennis Daly

Moms & Tots

The Moms & Tots at St Giles program began in 2014 in response to our church's Mission Statement, part of which is to 'care for the community'. The program welcomes new moms and all those who care for little ones to **connect** with other moms, **learn** from professional resource people and **enjoy** this special time in their lives.

At very little cost to the church, moms from all of Calgary have been given access to professional, up-to-date information on topics that are important and relevant to them. This is made possible by the generosity of our speakers who volunteer their time and expertise.

Although, owing to illness, Teuny isn't currently able to bake up her amazing treats, the group has pitched in to make sure there is fresh baking awaiting the moms and kids.

We are happy to have Wendell Siddall join Gillian in the nursery; even the rowdiest boys are mesmerized by his stories.

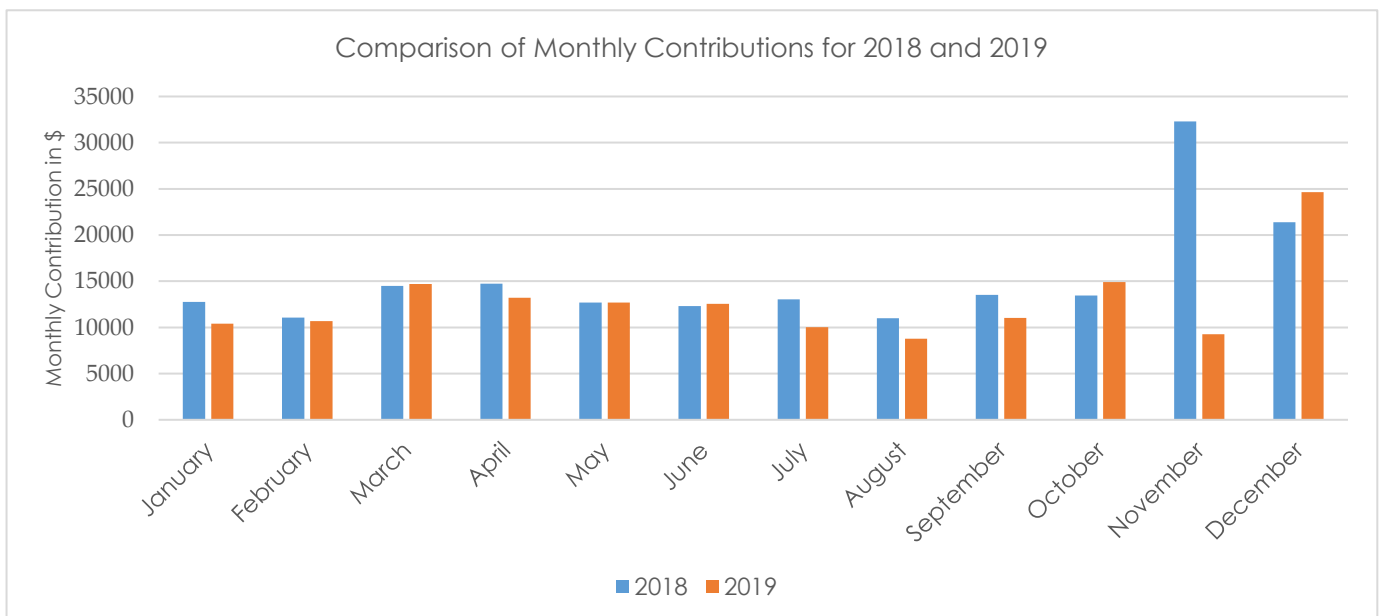
None of this would have been possible without the prayers of our congregation and a dedicated team of volunteers who work to make it all happen.

Linda Anderson, Ann Frost, Donna Hamilton, Teuny Howarth, Dianne Mascardelli, Candace Siddall, Gillian Siddall and Wendell Siddall.

Envelope Secretary

Number of Envelopes	Yearly Contribution Range	Annual Average per Contributor	Annual Total per Grouping
16	Up to \$100	36.19	579.00
4	\$200	178.75	715.00
10	\$450	297.50	2,975.00
16	\$750	570.31	9,125.00
7	\$1,000	932.86	6,530.00
27	\$2,500	1,543.22	41,667.00
12	\$4,000	3,370.83	40,450.00
9	\$4,001+	6,182.00	55,638.00
87	Total 2019 General Envelope Offerings	1,561.18	157,679.00
100	Total 2018 General Envelope Offerings	1,877.69	187,769.00

The chart above shows the 2019 General Envelope Offerings, but **only includes regular envelopes and PAR**. These numbers are different from the number on the Financial Statements because they do not include offerings given by visitors or to any of the designated funds.



Finance

The Annual Financial Statements for the year ending December 31, 2019, are under review or *soft audit* at the time of printing the 2019 Annual Report. Once completed, the Statements and the Financial Report from the Treasurer will be published as an addendum to the 2019 Annual Report for St. Giles Presbyterian Church.

The following pages include the Proposed Budget for the new year, 2020. The budget pages include 3 columns: the 2020 Budget and the actual and Budget amounts for 2019.

St. Giles Presbyterian Church 2020 Budget

	Budget 2020	Actual 2019	Budget 2019
Assessments:			
Presbytery Dues ²	9,058	9,882	9,882
Presbyterian Pension Plan ³	11,653	11,653	11,653
Presbyterian Extended Health and Dental Plan ⁴	4,502	4,414	4,414
	25,213	25,949	25,949
Salaries:			
Minister			
Minister's Stipend	30,420	60,840	60,840
Minister's Housing Allowance	11,250	22,500	22,500
Minister's Utilities ⁵	2,450	5,496	5,100
Book Allowance	300	299	300

² Presbytery dues are based upon "All Revenue" minus "All Money for Mission" in 2018. This is called **Base Amount**.

³ Presbyterian Pension Plan is based on a percentage of the Base Amount.

⁴ All clergy belong to the Presbyterian Extended Health & Dental Plan.

⁵ The Minister's utilities are paid via voucher.

Minister's Study Leave	1,600	1,600	1,600
	46,020	90,736	90,340
Interim Moderator	5,070	<i>If Interim Moderator starts March 1</i>	
Search Committee	1,500	<i>For any Search committee related expenses</i>	
Pulpit Supply Vacancy	4,900	<i>\$175 for 26 Sundays + 1 Special Communion + Christmas Eve</i>	
	11,470		
Staff			
Administrative Assistant	15,912	14,915	15,600
Church Officer	22,644	22,115	22,200
Director of Music 3 hours x 54 times (52 Sundays, Good Fri, Dec 24)	10,079	9,950	9,950
Church Nursery	450	2,340	2,430
Employee Benefits ⁶	12,000	13,587	13,000
	61,085	62,907	63,180
Contract			
Organist/Pianist	12,609	13,019	12,447

⁶ This refers St. Giles' portion of required payroll amounts, such as EI, CPP and Blue Cross.

Supply for Staff ⁷	2,085	300	2,085
	14,694	13,319	14,532
	133,269	166,961	168,052
Christian Education (GIFT)			
Sunday School & Teacher Recognition	300	169	350
Youth Group	400	355	450
Adult Education	150	-	175
Vacation Bible Camp	75	-	100
Library	-	-	-
	925	524	1,075
Worship and Service			
Congregational Life Expenses	1,000	1,201	2,000
Music Materials	500	720	400
Special Occasion Musicians	700	563	900
Pastoral Care	150	347	150
Pulpit Supply	875	475	1,500

⁷ Supply refers to temporary replacement staff.

Special Services Expenses		2,847	1,000
Sundry	500	295	500
	3,725	6,449	6,450
Mission and Outreach			
Advertising ⁸	300	-	350
Designated Expenses ⁹	3,000	2,204	3,000
Mission in Action Projects ¹⁰	800	500	800
Presbyterians Sharing ¹¹	10,000	10,000	10,000
PWS&D & Appeals	-	-	-
Back Door Ministry	-	60	
Moms and Tots	50	20	50
	14,150	12,784	14,200
Church Office and Supplies			
Office Supplies	1,500	2,034	2,300
Telephone, Internet	2,200	2,524	2,200

⁸ Includes advertising on Google Ads for Christmas Eve (\$150)

⁹ Includes donations to St. Giles for specific mission and outreach projects, i.e. Food Bank, Mission School, and Acadia Place.

¹⁰Includes \$500 bursary for Mission Trip available to any parishioner. See Appendix for details.

¹¹ We receive a suggested allocation based upon our Base Amount. The congregation votes to accept the amount at the Annual Meeting.

Copier & Computer	4,700	4,984	4,700
Bank Fees ¹²	400	839	400
	8,800	10,380	9,600
Property Expenses			
Depreciation	16,250	-	16,250
Insurance	3,539	295	2,850
Organ and Piano Repair	1,000	635	750
Regular Maintenance	13,400	20,364	13,400
Emergency Repairs	6,000	-	6,000
Enmax	15,000	16,412	17,000
	55,189	37,707	56,250
Total Budgeted Expenses	241,271	260,755	281,576
Amounts from Special Funds (i.e. Robson Emerson)		886	
Depreciation is not a cash charge	(16,250)		(16,250)
Net Cash Requirement	225,021	260,755	265,326

¹² Includes PAR (Pre-Authorized Remittance) administration, bank statements, deposit charges, etc.

Revenues are derived from:			
Designated Donations	3,000	1,815	3,000
Memorials	1,000	3,494	1,000
Open Plate	3,500	2,648	3,000
Congregational Life Events	8,000	9,598	14,000
Benefaction Foundation ¹³			
Canada Helps ¹³	-	-	-
Choir	-	-	
Mission	-	-	
GIFT			
Pastoral Care	-	60	-
Interest Earned	-	-	-
Calgary Korean Evangelical Church	11,400	11,400	11,400
Facility Donations (long term)	7,000	7,715	12,800
Facility Donations (short term)	8,000	8,882	
Other	-	1,569	
Gifts of Change (Sunday School)		144	

¹³ Benefaction Foundation/Canada helps are agencies through which individuals donate securities.

PWS&D	-	75	-
	41,900	47,400	45,200
Envelope Offerings for the year	183,121	165,567	220,226
Total	225,021	212,967	265,426
Net Surplus/(Deficit) for the year		(47,788)	

Appendix

St. Giles Framework Statement:

We are God's people: enabled by the Holy Spirit, saved by Grace and Nourished by Scripture.

St. Giles Mission is to nurture a vibrant Christian life; we will seek to grow in our relationship with God, we will care for the community and we will dare to follow Christ into the world.

St. Giles' Motto:

Called by Christ, Committed by Faith,
Connected by Community.

Our Core Values:

Worship

We value the opportunity to study, praise and worship with a focus on the Word of God.

We value feeding the spiritual yearning of the congregation through well-preached sermons, communal prayer, Bible study, inspired music, art and drama.

We value the involvement of all people - of all ages - in worship and outreach.

Community

We value the fellowship of a warm and caring community that seeks to serve each other, the larger community, and Christ.

We value the Reformed Tradition of the Presbyterian Church in Canada.

Inviting Others

We value the act of inviting others to share in our celebrations of Christ's way in the world, and welcome all those who would come to our Church to learn who we are.

Spirituality

We value spiritual growth, and the power of prayer.

Humanity

We value human dignity and aspire to Grace in our lives through Right Relationships¹⁴ and compassionate care for one another.

Education

We value Christian education, for people of all ages.

We value nurturing the young through an active church school program, youth group, Vacation Bible School, and the provision of nursery services.

Our Vision:

Worship

We envision joyful celebrations of God and the life and teachings of Christ at worship through engaging ways of reaching and teaching those who seek spiritual growth.

¹⁴ "Right Relationships" are those reflected in Matthew 22:37-40: "... You shall love your neighbour as yourself ..."

Community

We envision a vibrant, active congregation of all ages, growing and participating in a joyful community grounded in Christ's commands¹⁵.

We will grow our understanding of what it means to be part of the Presbyterian Church in Canada.

Inviting Others

We envision an open, welcoming church, active in the broader community, sharing the joy of Christ's mission with others, and inviting them to join us.

We will strive to attain the faith and courage we need to verbalize our faith, to take the risks and to embrace the changes we are led to by God in fulfilling His will for us.

Spirituality

We envision a church life that nurtures and strengthens each member's ability to develop a sustaining, personal, spiritual relationship with God and to maintain it through prayer and practice.

We envision a personal relationship with God, being open to hear God's instruction, and seeking to live each day guided by the Holy Spirit.

Through an active prayer life, we seek to experience the transforming presence of the Holy Spirit as God works within and through us.

¹⁵ Christ's commands: "You shall love The Lord your God with all your heart, with all your soul, with all your mind... You shall love your neighbors yourself."

Humanity

We will seek to follow Christ by engaging in local, national and global mission initiatives leading to a world in which justice, equality and love for our fellows are the norm and not the exception, and in which poverty, hunger, homelessness, violence, cruelty and ignorance are unknown.

We envision learning of community and world needs, and of opportunities to do what we can to act for justice and to encourage relevant social, health-giving, education, and fund raising activities.

Education

We see ourselves discovering Christ both as adults and as children; studying and growing in our knowledge of the Bible and Christ's teaching.

Mission Project Financial Assistance

Proposal:

That anyone, who is an active member or adherent at St. Giles and who wishes to do mission work, which will require them to accrue significant personal expenses in order to carry out the work, may apply for an honorarium through Mission in Action. Mission in Action will allocate \$500 from their budget annually for this type of mission work.

Rationale:

Individuals who wish to take a leadership role in mission work often will experience a significant personal financial impact, which in some cases may deter or prohibit the individual from carrying out the work. St Giles is a congregation that

recognizes the importance of supporting mission initiatives locally, nationally and internationally and as such, is committed to supporting those in the congregation who would like to do mission work but who may not have the financial resources to do it on their own.

Process:

- The applicant shall submit a written request to the Mission in Action team, outlining their specific mission project and to what extent they will be involved.
- The applicant shall also submit all personal expenses that they are likely to incur in carrying out the mission work. This could include airfare, other transportation costs, lodging expenses, travel medical clinic fees, etc.
- The applicant may request any amount up to \$500 per year.
- The Mission team will evaluate each request and will decide the amount of the honorarium for each applicant. The deadline for submitting requests will be May 31 at which time, the team will assess all applications and determine how to allocate the \$500 budgeted for this work. However, if no requests are received by that date, later submissions will be reviewed as they are received.

The successful applicant will be expected to report to the congregation regarding any outcomes associated with the mission project.

Undesignated Funds Terms of Reference

For St. Giles Presbyterian Church

- **Purpose for the Funds** – The undesignated funds will be used for programs and projects that support St. Giles' mission/vision/core values (Worship, Community, Inviting Others, Spirituality, Humanity, Education) and are beyond St. Giles' normal upkeep/operations budget.
- **Guidance in determining their specific use** – each year a specific focus linked to the mission/vision/core values will be identified by Session and communicated at the Annual Meeting; a maximum of 20% of the undesignated funds may be used each year.
- **Communication** – Currently a process is in place where St. Giles sends cards to the donors and family members of those being memorialized. A brochure will be developed that will explain how St. Giles' manages and uses Memorial Funds. The congregation will be informed at Annual Meetings how the funds have been used in the past year and what the specific focus will be in the coming year (e.g. the painting for 2013).

St. Giles Annual Business Calendar

Items Identified without a Definite Timeframe

- Checking furnace filters quarterly
- Checking furnaces annually
- Checking smoke detectors and fire extinguishers annually
- Lay Readers List
- Greeters List
- GIFT provides 1 workshop/year
- Ongoing Bible Study from Sept - May
- Monthly Youth Group meetings from Sept – May

- GIFT orders Church School Curriculum in June/July/August

	BY WHOM	ACTION TO BE TAKEN
January	P&P	Review Church Brochure
	Inviting Others	Free Winter Community Dinner
February	Session	Approve Presbytery Representative Elder
	GIFT	Order VBC materials/curriculum
	F&M	Change furnace filters
	F&M	Fire alarm check
	Admin Assist	Arrange for Easter tulips
March		CCLI
	GIFT	Planning for VBC/order VBC craft supplies
April	Rev. Delport (to be replaced)	CSPL license
	GIFT	Son-Rise Service & Breakfast
	GIFT	Easter cards made by Church School
	F&M	Alberta Health inspection certificate
	F&M	Check backflow valves
May	GIFT	Prepare VBC crafts in advance
	F&M	Change furnace filters
	F&M	Sprinkler system start-up
	F&M	Eaves troughs clean
	Inviting Others	Free Fall Community Dinner

June	Rev. Delport (to be replaced)	Renewal of domain name of website
	GIFT	Prepare teaching materials/craft packages for summer Church School
	GIFT/HR	Leading with Care Meeting for VBC volunteers
	GIFT	Recognition Sunday: Cold Potluck/ gifts for teachers/tokens for Church School/ Bibles for Gr. 5 students
	GIFT	Year-end wind-up for Church School/Youth
	F&M	Alberta Health inspection
	F&M	Security lockbox check
	F&M	Lift maintenance
July	GIFT	Host VBC with Hot Dog lunch on Fri (9AM – Noon, M – F)
August	F&M	Change furnace filters
September	Human Resources	Emergency Evacuation Drill
	Session	Identify events and Leaders for upcoming year
	GIFT	Welcome Back Sunday
	F&M	Fire extinguishers check
	F&M	Sprinkler system winterization
October	Human Resources	Provide Salary Recommendations

	GIFT	Prepare something for Fall Bazaar (e.g. Cookie mix)
	GIFT	Plan 4 Movie nights: October, November, January, February or March
November	GIFT	Library Shopping
	F&M	Change furnace filters
	Admin Assist	Arrange for Poinsettias
December	Finance & Budget	Present budget to Session
	GIFT	Christmas Concert with Church School
	GIFT	Make cards for Shut-ins with Church School
	GIFT	Shop for local charity with Church School
	GIFT	Christmas Fun Evening with Church School and Youth
	GIFT	Church School Teacher and Nursery worker recognition/gifts
	F&M	Security lockbox check
	F&M	Lift maintenance

Backdoor Ministry at St. Giles

Rationale: As is the case with many churches, people in need, from time to time, show up at the door of St. Giles asking for support. We have not had a well defined protocol for handling these situations up until now, but Session has asked the Mission committee to come up with a workable plan.

- 1) Individuals who are seeking support through the church should be referred to the minister. If the minister is not in the church, the individual should be asked if they would like to try back when the minister is available.
- 2) The minister will meet with the individual in a public space where other employees are nearby. The minister should have a conversation and determine the situation and what the needs seem to be for the individual. Also, they should ask their name and find out what level of understanding they have regarding support services in the community.
- 3) Snack packages should be kept in the church for situations where the person seems to be hungry, also, a few pairs of warm gloves, socks, hats, etc. should be available if the individual appears to be cold and not properly dressed for the elements.
- 4) Bus passes also could be given if the person is using public transit. Many of the support services are in the downtown area and the bus stop outside of St. Giles is very handy for getting downtown.
- 5) Brochures for the Drop-In Centre, CUPS, the Salvation Army, and the Mustard Seed should be handy and provided where the individual is not knowledgeable about these support services.
- 6) If they seem to be interested in going to one of those services and are planning to go directly there, a call ahead to let them know someone is on their way could also be useful.
- 7) In cases where a Safeway Gift Card would fill the need, we could also provide the individual with one (a supply would need to be purchased and kept at the church.)

This would be up to the discretion of the minister to administer these cards.

- 8) Cash should never be given at the door to any individual for any reason.

This proposal received approval by Session at the April 2018 meeting.

Finance & Budget Team Mandate

OBJECTIVE:

Manage the fiscal needs of St. Giles to ensure it can continue its service and mission.

KEY AREAS OF RESPONSIBILITY:

- Monitor financial trends of St. Giles' income;
- Review and evaluate St. Giles' monthly income and expenses regularly and report back to Session;
- Communicate monthly and Year-to-date fiscal position to the congregation through various media, such as bulletins, newsletters, etc.;
- Maintain responsible oversight of Church investments including legacy funds;
- Maintain records (amounts and purposes) of "designated offerings" each year and ongoing "designated funds";
- Prepare Annual Financial Statements of the congregation for inclusion in the Annual Report;
- Request financial requirements from all committees in sufficient time and review for inclusion in the Annual Budget; prepare the budget each year by November 30th for presentation at the Annual Meeting;
- Maintain adequate insurance on Church properties and risks;

- Team consists of at least 3 members of the congregation as well as the Treasurer who cannot be the convener;
- Hold meetings at least every two months in advance of Session and maintain appropriate records of these meetings.

MEMBERS AS OF SEPTEMBER 2019:

Connie Harms

Wendell Siddall

Growing in Faith Together (GIFT) Team Mandate

OBJECTIVE:

With fresh eyes, ears and heart, the team enthusiastically embraces the call to pass on the Christian faith to children, youth and adults.

KEY AREAS OF RESPONSIBILITY:

- Invite people to share the gifts of their Christian faith with children, youth and adults, through baptism, church school teaching, youth leadership and facilitating adult groups;
- Support those who share their faith by providing resources, offering practical assistance and identifying opportunities for events;
- Research and gather new ways of meeting the learning needs of the congregation;
- Communicate and promote GIFT activities through all means of media;

- Report regularly to Session and prepare a brief summary of the committee's activities during the year for inclusion in the Annual Report;
- Prepare an annual budget for review with the Finance Team.

MEMBERS AS OF SEPTEMBER 2019:

Heather Mackie

Ivy Mewha

Gail Wearmouth

Policy and Planning Team Mandate

OBJECTIVE:

To address strategic areas impacting the life and work of the congregation preparing St. Giles for the short and long-term future.

KEY AREAS OF RESPONSIBILITY:

- Facilitate the development and review every two years of appropriate policies, procedures, etc.;
- Support the St. Giles congregation to use their gifts of time, talent and money, balancing outreach and financial management;
- Specific responsibility for the human resource function including monitoring St. Giles' adherence to the "Leading with Care" policy;
- Oversee major projects, reviews and reorganizations within the church;
- Deal with requests and remits referred by Session;

- Report regularly to Session and prepare a brief summary of the committee's activities during the year for inclusion in the Annual Report.
- Prepare an annual budget, including salary increase recommendations, for review with Finance and Budget Team.

MEMBERS AS OF SEPTEMBER 2019:

Sandra Cameron Evans, Convener

Dennis Daly

Rev. Dewald Delport

Connie Harms

Marilyn Machum

Wendell Siddall

(Other participants on an *ad hoc* basis)

Addendum

ST. GILES PRESBYTERIAN CHURCH IN CALGARY
FINANCIAL STATEMENTS
DECEMBER 31, 2019

St. Giles Presbyterian Church in Calgary
Statement of Operations
As at December 31, 2019 (unaudited)

	2019	2018	2017
		\$	\$
Income			
General donations	165,567	194,672	203,379
Designated donations	2,450	5,317	7,132
Rental Income	27,997	15,805	21,400
Memorials	4,279	13,655	55,624
Open plate	2,792	2,782	6,150
Interest	626	273	332
Congregational events	9,598	18,453	10,117
Other	284	325	1,871
Total Income	213,593	251,279	306,005
Assessments			
Presbytery and Synod dues	9,882	9,213	11,983
Presbyterian Pension Plan	11,653	10,278	12,927
Extended Health Care	4,414	5,376	5,945
	25,949	24,867	30,855
Salaries and Employee benefits			
Minister - Stipend	60,840	60,840	60,840
Rent allowance	22,500	22,500	22,500
Utilities	5,496	5,361	4,191
Study Leave/ book allowance	1,900	1,600	1,500
	90,736	90,301	89,031
Organist	13,434	14,220	14,089
Administrative Assistant	14,915	14,910	15,406
Church officer	22,115	21,767	21,858
Director of Music	9,950	3,859	5,661
Church Nursery	2,340	2,580	1,967
Employee Benefits	13,587	12,377	7,007
	167,076	160,014	155,019
Christian Education			
Adult Education		113	
Sunday School	170	310	272

Vacation Bible School	886		
Youth		159	911
	<u>1,056</u>	<u>582</u>	<u>1,183</u>
Worship and Services			
Congregational Life events	1,556	4,127	
Music	720	1,544	2,007
Pastoral Care	347	94	157
Pulpit supply	475	450	900
Sundry	3591		1,602
	<u>6,689</u>	<u>6,215</u>	<u>4,666</u>
Mission and Outreach			
Advertising		356	
Mission in Action	80	500	777
Designated Expenses	2,704	5,380	2,998
Presbyterians Sharing	10,000	10,000	10,000
	<u>12,784</u>	<u>16,236</u>	<u>13,775</u>
Church office and supplies			
Stationary, supplies and postage	2,033	2,801	1,358
Telephone and internet	2,524	2,154	2,240
Office and computer equipment	4,984	5,336	5,770
Bank charges	839	667	665
	<u>10,380</u>	<u>10,959</u>	<u>10,033</u>
Property Expenses			
Amortization	16,250	16,250	16,250
Insurance	435	2,801	2,634
Repairs, maintenance and supplies	20,158	13,378	11,182
Utilities	16,412	17,857	14,723
	<u>53,254</u>	<u>50,285</u>	<u>44,789</u>
Total Expenses	<u>277,190</u>	<u>269,158</u>	<u>260,320</u>
Net Surplus (Deficit)	<u>(63,597)</u>	<u>(17,879)</u>	<u>45,684</u>

St. Giles Presbyterian Church in Calgary
Notes to the Financial Statements
For the Year ended December 31, 2019
(unaudited)

1. Basis of Operations

The legal name of the organization is St. Giles Presbyterian Church in Calgary and is incorporated in Alberta under The Religious Societies Lands Act and is a non-profit organization. It is a Canada Revenue Agency registered charity, exempt from income tax and may issue tax receipts to donors for donations. It is affiliated with the Presbyterian Church in Canada and adheres to the Book of Forms. Oversight of its operations is by the Presbytery of Calgary-Macleod.

2. Significant Accounting Policies

Fund Accounting

The congregation follows the restricted fund method of accounting for contributions.

The General Fund contains the assets, liabilities, income and expenses related to the congregation's operating activities.

The Church Progress Fund contains funds contributed for the ongoing development of the properties of the congregation.

The Robson / Emerson Estate Fund contains funds contributed to be used for the religious advancement of the youth congregation.

Revenue Recognition

Restricted contributions are recognized as revenue of the appropriate restricted fund, or if no restricted fund exists, they are recognized in the General Fund using the deferral method of accounting. Unrestricted contributions are recognized as revenue in the General Fund when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Church Premises

Purchase capital asset are recorded in the General fund at cost. Amortization is computed on the straight line basis over the useful lives of the assets as follows:

Church building	70 years
Furniture and equipment	25 years

Investments

Investments are in interest bearing securities and are carried at cost.

Donated services

Services donated to the congregation are not reflected in the accounts.

3. Church Premises

	Cost	Accumulated Amortization	2019 Net	2018 Net	2017 Net
	\$	\$	\$	\$	\$
Land	51,621		51,621	51,621	51,621
Church building	578,456	(416,228)	162,228	178,478	194,728
Furniture and equipment	76,870	(76,870)	0	0	0
	<u>706,947</u>	<u>(493,098)</u>	<u>213,849</u>	<u>230,099</u>	<u>246,349</u>

4. Externally Restricted Fund Balances

The externally restricted fund balances are those restricted by donors for specific purposes.

St. Giles Presbyterian Church in Calgary
Statement of Financial Position
As at December 31, 2019
(unaudited)

	General Fund \$	Progress Fund \$	Robson Estate fund \$	Memorial Funds \$	Total \$	2018
Cash	(42,191)	2,020	58,973	116,618	135,420	175,185
Investments - Short term deposits	897			40,000	40,897	40,272
GST Receivable	365				365	5,663
Other receivables					0	0
Prepaid expenses	6,501				6,501	3,047
	(34,429)	2,020	58,973	156,618	183,182	224,167
Property and fixtures, less accumulated amortization	213,849				213,849	230,099
Total Assets	179,420	2,020	58,973	156,618	397,031	454,266
Current Liabilities						
Accounts payable and accrued liabilities	8,671				8,671	4,455
Total liabilities	8,671				8,671	4,455
Fund Balances						
Equity invested in capital assets	213,849				213,849	230,099
Externally restricted assets (note 4)			58,973		58,973	59,859
Internally restricted assets		0		156,618	156,618	156,618
Unrestricted net assets	(43,099)	2,020			(41,079)	3,235
Total fund balances	170,750	2,020	58,973	156,618	388,361	449,831
Total Liabilities and Fund Balances	179,420	2,020	58,973	156,618	397,031	454,266

St. Giles Presbyterian Church in Calgary
Statement of Operations
As at December 31, 2019
(unaudited)

	General Fund \$	Progress Fund \$	Robson Estate fund \$	Memorial Funds \$	Total 2019 \$	2018
Income						
Envelopes	165,567				165,567	194,672
Envelopes Designated	2,450				2,450	5,317
Rental Income	27,997				27,997	15,805
Memorials	4,279				4,279	13,655
Open Plate	2,792				2,792	2,782
	203,085	0	0	0	203,085	232,230
Interest	626		0		626	273
Congregational life events	9,598				9,598	18,453
Other	284				284	325
Total Revenue	213,593	0	0		213,593	251,279
Operating Expenses						
Assessments	25,949				25,949	24,867
Salaries and Employee Benefits	167,076				167,076	160,014
Christian Education	170		886		1,056	582
Worship and Service	6,689				6,689	6,215
Mission and Outreach	12,784				12,784	16,236
Church Office and Supplies	10,380				10,380	10,959
Property Expenses	53,254				53,254	50,285
Total Expense	276,302	0	886	0	277,189	269,158

Income in Excess of (Short of) Expenses	(62,709)		(886)		(63,597)	(17,879)
Fund Balances - Beginning of Year	233,461	2,020	59,859	156,618	451,958	469,837
Transfers between Fund		0			0	0
Fund balances - End of Year	<u>170,125</u>	<u>2,020</u>	<u>58,973</u>	<u>156,618</u>	<u>388,361</u>	<u>451,958</u>