

# Annual Report for 2022 - AMENDED



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 Rod Ferguson  
Interim Moderator

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# **Agenda for the Sixty-fifth Annual Meeting dated Sunday, February 26, 2023**

Opening Prayer

Appointment of Secretary

Adoption of the Minutes of February 27, 2022

Session Report (including Communion dates for 2023)

Statistical Reports for 2022

## **CONGREGATIONAL LIFE REPORTS**

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Mission in Action

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Envelope Secretary

## **FINANCIALS**

2022 Financial Statements

    Memorial Fund

    Presbyterians Sharing

    2023 Budget

## **NEW BUSINESS**

PCC'S Decisions on the Definition of Marriage and Ordination of  
LGBTQI People

Land Acknowledgement

Any Other Questions or Suggestions

2022 Joys and Appreciations  
Benediction and Adjourment

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**Minutes of the 65<sup>th</sup> Congregational Annual Meeting**  
**Sunday, February 27, 2022**  
**St. Giles Presbyterian Church (via Zoom)**

**1:05PM - Opening Prayer** – Rev. Ferguson (Interim Moderator) opened the meeting with a reading from Psalms and prayer. Attendance included 33 members, 3 adherents, and 2 staff.

**Motion:** Appointment of Secretary – Shelley McKechnie

**Moved:** Ken A; **Seconded:** Cathy B

**CARRIED**

**Motion:** Adoption of 2020 Annual Meeting Minutes, February 23, 2020

**Moved:** Walter C; **Seconded:** Ken A

**Discussion:** No questions or business arising from the 2020 Minutes.

**CARRIED**

**Motion:** That the Session report be received and approved.

**Moved:** Wendell S; **Seconded:** Jenny T

**Discussion:**

Rev. Ferguson: The CKPC Youth want to use the church on Friday nights. Beltline Serenity would like to add a Wednesday evening meeting, perhaps we can refer them to the EM Campus at CKPC.

**CARRIED**

**Rev. Rod requested permission for the Zoom meeting to be recorded for the purpose of taking the minutes. There were no objections. The meeting was recorded from this point forward.**

**Motion:** That the Statistics report be received and approved.

**Moved:** Jenny T; **Seconded:** Walter C

**Discussion:**

**Dennis D:** Who were the 2 additions to the Roll?

**Shelley M:** Session returned 2 names of active Members to the Roll who had been deleted in 2011 or earlier by mistake.

**Motion:** That all reports (except the Financial Reports) be received and approved, since none of the reports have any recommendations.

**Moved:** Chris B; **Seconded:** Rick C

**Discussion:**

## **GIFT**

No one from GIFT was at the meeting. There were no questions or comments.

## **Mission Report**

Joan M: Come join the Mission team. New members and energy are always welcome!

Rev. Rod: I will try to convey that information to our CKPC friends. They are always keen on Mission.

## **Pastoral Care**

Jenny T: gave a listing of the people who passed away in 2021.

Rev. Rod gave thanks to Jenny and the Pastoral Care Committee for their dedication.

Jenny: Hopefully, this year we can host an event that includes the homebound.

Rev. Rod: Perhaps in the fall.

### **Choir**

Rev. Rod reviewed the report and gave thanks to the music people.

### ***What's Up?***

Merle D is hoping someone will take this on now that the prior committee resigned.

### **Policy & Planning (including HR)**

Marilyn M: We've recommended a 4% increase for our staff; they didn't get one last year. Due to COVID, they've needed extra hours. Session agreed to pay out the staff for any unpaid vacation days since they weren't able to use them.

### **Archives**

Janet said she had nothing to add to her report.

### **Audiovisual**

Rev. Rod: We have a great team doing a difficult job. CKPC has provided much of the equipment and training.

Walter: I have nothing to add, except that we're still looking for helpers.

### **Facilities and Maintenance**

Dennis D: I have nothing to add to the report.

Rev. Rod: There are two things we may need to fundraise for. First, the blue carpet in the narthex needs replacing. Second, the Minister's Study needs to be painted and cleaned up to be a good workspace for the new minister.

Joan M: Can we get an estimate for what the carpet would be?

Rev. Rod: We need recommendations as to what the best product would be. Carpet is not slippery but requires more cleaning, etc. We will get estimates.

### **A New Generation of Adult Ministry (ANGAM)**

Rev. Rod: No one is here to speak to this report as CKPC's Annual Meeting is today too. They are hoping to have a joint service the Sunday after Easter, as well as other joint events such as a garage sale (June) and Stampede Breakfast (July).

### **Finance**

Rev. Rod: Thank you to Connie and Rick, who worked with me to put the budget together. We will need a motion to accept the Financial reports and pass the budget.

Cathy B: What are the 'designated funds'?

Connie H: Those are things like the Food Bank, Kairos-Longbow, Coldest Night of the Year.

Cathy B: Money that comes in and goes straight out again.

Rev. Rod: The deficit was \$3,610 for 2021. We have a surplus of \$14,401.75 planned in the 2022 budget, which may or may not happen. We are planning a fundraiser again for June of this year, in the amount of \$12,000 again.

CKPC is contributing \$2,500 at the end of each month for their support towards our expenses, including the new minister. They offered to pay the full amount for the new minister, but St. Giles wants to be part of it. We pay the Congregation's share for Pension, but only 6 months of the Minister's share.

Cathy B: The designated expenses income and expenses don't match.

Connie: That's because the timing doesn't always match when they come in and go out.



Rev. Rod: For the Search & Moving expenses, \$10,000 of the \$15,000 is in the \$62,000 amount we're receiving from CKPC this year.

Walter C: Under Repairs & Maintenance, what was the \$10,500 for?

Connie: That's just the budget amount.

**Motion:** Accept and approve the 2022 Budget, including the amount for *Presbyterians Sharing* as printed.

**Moved:** Toby G; **Seconded:** Marilyn M

**CARRIED**

## ***New Business***

### ***New Beginnings***

Rev. Rod: When we receive Ken MacQuarrie's report, we can comment on it. We will form small groups to meet. I will call for people to form the groups. Then we can start the search. Ideally getting someone fluent in both languages who will start in September.

There is an amount in the budget for Advertising. It is a budget for modern brochures for CKPC Youth to distribute through the neighbourhood in the fall.

We are hoping to have a recommendation in May from Presbytery to commence our search.

### **Questions**

There were no further questions.

### ***2021 Joys, Celebrations, and Good News***

Cathy B: Thanks to Rod, Shelley, and Wayne.

Marilyn M: The Audiovisual team has done a wonderful job.

Rev. Rod shared his appreciation for Shelley, Wayne, and Esther's work, noting Esther's thoughtful music choices and ability to find music to suit the theme of each service.

Rev. Rod would like to adopt Bruce Springsteen's version of *Jacob's Ladder* as our theme for *New Beginnings*. We'll get to hear it on March 20<sup>th</sup>, plus a jazz piece from Esther, and *Echoes of Rainbows* from Jason G. There will be more music than talk at that service.

There were 14 in the choir today, including Esther. It is one of our strengths.

On March 27<sup>th</sup>, we'll have a handbell choir and before Easter Maria Van der Hook (cellist) from NCSA will be in. Rev. Rod wants her to play Vivaldi's *Spring*.

Rev. Ferguson closed the meeting in prayer and gave a benediction.

**Adjourned at 1:08pm.**

**Notes from the (Zoom) Chat:**

There was a question regarding the quorum required for congregational meetings.

Answer: According to the *Book of Forms*, there is none for congregational meetings. Quorums are specified for meetings of a board of managers, General Assembly, presbytery, session, and synod.

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## Communion Dates 2023

- February 19 – Transfiguration Sunday
  - April 9 – Easter Sunday
  - May 28 – Pentecost Sunday
  - October 1 – Worldwide Communion Sunday
  - November 26 – Christ the King Sunday
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## Interim Moderator's Report

Friends, first, I must say a great thank you for all of your support in the past year. To say the least, 2022 was an eventful year. Here are some highlights beginning with the Annual Meeting last year.

- **Budget.** I was gratified that you approved the 2022 Budget. It was the first which anticipated staffing a Shared Ministry with CKPC. Nonetheless it anticipated a surplus of approximately \$14,000. I believe that was exceeded. Thank you all!
- **New Beginnings.** There is a Report from the Facilitators. I want to thank all four, Mike Yoon, Sandra Cameron Evans, Susan Carmichael and Marilyn Machum. Rev. Ian Fraser's training and input was invaluable. We expect his involvement will continue at some point in 2023, when we move to an extended period of implementation, ideally with presence of a minister from our Shared Ministry.
- **Presbytery.** I reported to each Presbytery meeting the state of affairs with St. Giles, fortunately virtually all positive, including our progress towards our Shared Ministry goal. A frustration was the Presbytery not accepting my recommendations at the September meeting, seeking permission to proceed with the steps to calling a minister. They generally wanted more information despite a fulsome report. However, Jean Morris

assisted in identifying questions the Presbytery wanted answered. They were satisfactorily answered at the November meeting. Where did I find the answers? In previous reports to the Presbytery. Additionally, a Presbytery visitation was scheduled for this year. Thanks to all who participated. It went well. Their main concern was that we communicate frequently with the congregation. February 6<sup>th</sup>'s Supper Meeting hosted by the Session was a response to this.

- **Search Committee.** A Search Committee was formed. There have been 5 meetings since the first in November. There are a number of clarifications that must be worked through before we begin any interviews. Co-operation has been excellent. Progress is being made under Mike's excellent leadership, as well as helpful input from each member.
- **Worship.** In June, we said farewell to Marvin Lam. While he tried hard, he did not fit any our traditions, worship patterns, or theology. Nor was he supportive of our St. Giles/New Generations–CKPC move towards Shared Ministry. I know from conversations with some non-attending members who felt uncomfortable since they thought this was the direction we were moving towards. We did nonetheless thank him for his time and efforts. Of late we have experimented a bit with liturgy. Comments are always welcome.
- **Baptisms in 2022.** We were blessed in an extraordinary way by witnessing four infant baptisms. They were:
  - River Morris Richard Gilbert (Lorne & Lisa Marie Gilbert)
  - Felix Xavier Jacques (Marc and Gillian Jacques)
  - Luna Goem Ruzic (Kyle Ruzic and Yunju Julia Son)
  - Samuel Paul Layng-Pollard (Myles Pollard and Alyssa Layng)

- Funerals Hosted by St. Giles since the last Annual Meeting (2022-2023 to date)

- Lyle Dowdell
- Dave Paley
- John Watson
- Charles “Chuck” Waddell

We sadly record the passing of members, adherents and friends of St. Giles who died in 2022: Alice Adamson, Lyle Dowdell, Bruce MacLaren, Margaret Minhinnet, David Paley, Chuck Waddell, and John Watson. We received notice that Louanne Gradishar passed away in 2021.

*The Lord giveth and the Lord taketh away, but blessed be the name of the Lord.*

- **Going Forward.** With prayer, love and hope in our hearts, as well as a determination to work together collaboratively, 2023, as well as for our sister congregation, CKPC.

Respectively submitted,  
Rod Ferguson

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### **St Giles Session Team**

Dear Friends of St. Giles,

As I look out the window, the gleaming snow outside is fresh and deep from the snowfall yesterday. The soft January light streams in through the windows. January is a time of renewal—a time to plan for the year ahead. But It is also a time to reflect on the past year at St. Giles. Worship services have continued throughout 2022 both in-person and online, with the strong leadership from our Interim Moderator, Rev. Rod Ferguson, our Choir Director, Esther Woelfle, and the technical crew led by Walter Cooper. Many thanks go to our Church Secretary, Shelley McKechnie, and Church Officer, Wayne Gallant for all

that they do to keep St. Giles running smoothly. Special thanks to Ted Samson for all that he does behind the scenes as well. Each week Esther and our Choir provide strong musical leadership as part of our worship services.

During the past year, the Covid-19 pandemic has receded from the forefront of our everyday experiences. We no longer hear daily reports from government officials, health restrictions have been removed and most mask mandates have been lifted. At St. Giles, we have seen more people return to our Sanctuary, while also maintaining a strong online following. We have lost beloved members of our church family but are blessed to be able to offer comfort with services held here at St. Giles. We have also been blessed to share joy with families bringing their children to be baptized.

We were, once more, able to enjoy simple things like coffee hour after the service (thanks to Merle, Jenny, and all who provide treats), where we could mingle and chat before rushing out to the rest of our day. We have been able to resume garage sales, Advent Missions, Bible Studies and have welcomed community groups to use our space once more. Our Stampede Breakfast was a huge hit with the community—much to our surprise!! We will be better prepared next time! We held our first bake sale and craft sale since the pandemic started—raising about \$1000. We launched our *Getting Ready for New* fundraising campaign in hopes of raising money to replace the carpet in the Narthex. We later transferred these raised funds to our Search for a new minister. Special thanks go out to Isa Tieken for her donation to cover the cost of replacing the carpet.

In September, we had our Presbytery Visit, under the leadership of Rev. Jean Morris. The Presbytery Visit gave our congregation the chance to voice their concerns about the future of St. Giles. The Visit provided feedback to Session, helping us to focus on

areas of improvement in our communication, especially in regard to shared ministry and the search for a new minister.

We continue to explore and grow in our shared ministry with our new friends from the CKPC-English Ministry. The Search committee has held several meetings, in preparation of calling a new minister to St. Giles. Our *New Beginnings* team continues to work diligently on this program, which is helping us to focus on where we are as a congregation. We have welcomed the CKPC Youth, who fill our lower hall with their energy and laughter each Sunday.

In December, some of our choir members joined with the Calgary Community Choir to perform a joint choir concert in our Sanctuary, which was filled to capacity with excited audience members. I am sure no one will ever take being able to hear their loved ones sing on stage for granted again.

Active Members of Session are Sandra Cameron-Evans, Cathy Brown (welcome back to active duty), Ian McKay, Dennis Daly, Jason Gaskarth and Toby Gaskarth. We have also welcomed Sung-Woo Kim as a liaison between CKPC Session and St. Giles Session. Sandra Cameron-Evans has continued to represent St. Giles at Presbytery. While Jenny Thomson has retired from Session, she continues her amazing work with Pastoral Care. Connie Harms is our dedicated Treasurer. Heather Mackie continues her work with the children of St. Giles, keeping them included in the activities of our church family.

May this next year be our journey of healing, renewal, and growth.

Many Blessings,

Toby Gaskarth  
Clerk of Session

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## Statistics

2022 Membership Status		
Communicant Membership		
as of January 1, 2022		114
Members Added in 2022		0
Members Removed in 2022		
By Resolution of Session	0	
By Death	8	
Total		8
Communicant Membership		
as of December 31, 2022		106
Baptisms	4	

We regretfully record the names of members, adherents, and friends of St. Giles who died during 2022:

Alice Adamson, Lyle Dowdell, Bruce MacLaren, Margaret Minhinnett, Dave Paley, Chuck Waddell, and John Watson. We received notice that Louanne Gradishar passed away in 2021.

## Attendance at Services

Average Sunday Service		Average Communion Service	
2022	87	84	
2021	83	95	
2020	55	54	(1 service)
2019	55	62	
2018	65	-	
2017	64	-	



Good Friday		Easter	
2022	32	114	
2021	N/A (online with Varsity)	93	
2020	N/A (no services)	N/A	(No services)
2019	45	84	
2018	58	101	
2017	56	96	

Christmas Eve	In person	Online viewers	
2022	173	63	135
2021	150	58	92
2020	114	N/A	114
2019	134	134	N/A
2018	166	166	N/A
2017	148	148	N/A

#### Grand Totals for 2022

	<b>In Person</b>	<b>Online</b>	<b>Total</b>
Total Attendance for 2022	1,918	2,642	4,560
Average per service	38	50	87
Percentage of attendees	43 %	57%	100%

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## **GIFT (Growing in Faith Together)**

### Church School

- We started the year by offering Church School classes twice a month, due to a lack of teachers and a lack of children. There was little uptake on these classes, and we were asked to offer a weekly program. For the months of March to June we offered weekly church school and had an average of 3–5 children (mostly from the New English Ministries congregation) attending most Sundays. Thanks to Victoria, Sandra, and Heather for teaching.
- Over the summer months we had packages ready to go with a Bible Story or DVD and crafts and Victoria taught any children who attended. Thanks to Susan Carmichael for helping make up the packages.
- This fall we continued to offer weekly Church School classes with very sporadic attendance. There were only three or four Sundays when children attended. Thanks to Kyeong, Sandra and Heather for taking turns being present and available to teach.
- We checked in with all our church school families a few times over the year to keep them posted on what was happening and to ask if there was anything they would like to see us doing with their children.
- We had 3 card making times this year where the Church School Children created cards for the shut-ins. We had 3 children join us for Easter Card making, 2 children join us for Thanksgiving card making and 3 children join us for Christmas card making. Those who attended enjoyed

making the cards and the connection it gives them to our shut-ins.

- We are hopeful, with the four baptisms in the past twelve months, that we will begin to see more regular attendance in the coming years.

#### Vacation Bible School

- We once again joined Westminster Church for their Vacation Bible School. We had three children from St. Giles/New English Ministry attend as well as one leader and a couple of kitchen helpers. It was a fun filled week!

#### Youth Group

- We did not have an active youth group this past year.

#### Adult Studies

- Denis Mascardelli led weekly bible study, focusing on different books of the bible in the spring and the fall with a group of 10-11 people attending. The participants appreciate the good questions and open discussion as they explore the texts.

Respectfully submitted,  
Heather Mackie  
GIFT Committee

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## **Mission in Action**

We started out the year with a CNOY (Coldest Night of the Year) walk. This was led by our new team captain, Cathy Brown. Thanks to Cathy we had a much larger number of walkers, and we were able to gather inside at the church basement for visiting and snacks. We did this walk in support of the affordable housing buildings that operate under the “A Place to Call Home” banner. There are four buildings and, over the years, Kairos Homelessness and Affordable Housing Working Group (Joan McLean is the St. Giles Representative) has organized the Downtown walk (See note below RE 2023 below) and raised money for the paying down of the mortgages of the four buildings. Two are paid off now and two to go. The reduced mortgage load gives the managers more flexibility with rents and maintenance in the buildings. Many of the residents who move into the buildings come straight from living on the streets. They need everything from physical goods to the security of neighbours and helpers who care for them in this big transition. Services are offered to residents through CUPS (Calgary Urban Projects Society). Each building has a social worker that bridges the residents' needs to services and support.

Over the past several years, St Giles has supplied many of the needed items to the residents of the building we care for, Longbow. People downsizing have donated their goods to the cause and volunteers pick it up and deliver it to the newly homed clients. This year we donated beds and kitchen goods collected from personal contacts. In the spring we did a fundraiser to buy personal hygiene products for the residents of Longbow. When on a very limited budget, these items are greatly appreciated.

A very successful Calgary Food Bank drive was organized from the church office. The donation of food and cash seems even

more needed these days with rising prices. Thank you to all who donated through the church and those that donate regularly to the food bank.

The end of 2022 saw us ask for donations for gifts to buy gift cards for residents of Longbow who are single or have families that are not eligible for programs offered around the city. The churches responded so greatly that the funds we raised went to everyone in the building as a Happy New Year gift of a small gift card and some personal care items. Thank you for your generous gifts.

Joan McLean

**In 2023:** The CNOY walk national organizers wanted to go back to the larger pre pandemic event. For our walk, Kairos Homelessness and Affordable Housing Working Group is unable to produce the larger walk due to personnel change, availability of location (Eau Claire Market) and committee manpower. Therefore, the working group decided not to plan the walk this year. **Stay tuned for information coming soon about St. Giles plan to host its own walk in April.** At the time of writing, planning has begun, and we are ready to have the session approve our idea. We will ask former participants of CNOY to come and join our walk, get sponsors as in the past to raise the money for the mortgages. We want new people to join us too, so stay tuned and we will keep you up to date. **If you would like to join us to help make this the Best Walk Ever, send me an email and I can add you to my St Giles Walk mailing list.**

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## **Pastoral Care Committee**

Another year gone by and we have lost 7 + 1 dear friends. They are sadly and greatly missed. They include Bruce McLaren, Margaret Minhinnet, Lyle Dowdell, Dave Paley, Alice Adamson, John Watson, Charles Waddell, and one more we were unaware of from last year, Louanne Gradishar. Their families and friends have been offered our prayers and sympathies.

The Pastoral care committee meet on a monthly basis and review our bulletin prayer list and change it as necessary with the member and or the family permission. This is one way to keep their names before the congregation. We also review the "homebound" list to keep up to date on any status changes and offer help if necessary.

This past year we were happy to be able to hold one Special communion followed by a lunch for our "homebound" members. In all 10 persons attended. We also appreciated that all members and guests attending enjoyed making new friends and welcoming "old" ones and meeting our minister, Rod Ferguson. We are very grateful to members of the congregation who helped provide rides or other services.

We visited all our "homebound" for Christmas and provided them with a small gift ( which was a postcard picture of the front of the church) and a personalized Christmas card made by the Sunday school class. We thank the class for their hard work as these members greatly appreciate these special cards. Their help with Easter and Thanksgiving cards were also very welcome.

Our special thanks goes to Rev. Rod Ferguson for all his help and Spiritual guidance.

I respectfully submit my report.

Jenny Thomson  
Convenor

Pastoral care committee consists of the following:

Phyllis Alexander, Cathy Brown, Chris Browne, Sue Cooper, Ann Frost, Donna Russell, Ted Samson, Arlene Simpson, June Stephen, Rev. Rod Ferguson, and Jenny Thomson.

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### **Card Secretary**

Cards have been sent to mark special events in the church calendar year. Each “homebound” member received a personalized card for Easter, Thanksgiving, and Christmas (cards made by Sunday school class).

In addition, we sent 8 special birthday cards, 7 thinking of you cards, 13 sympathy cards, 1 Anniversary card, and 2 welcome baby cards.

Report respectfully submitted,

Arlene Simpson  
Card secretary

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### **St. Giles Choir and Music Ministry**

The choir has remained a faithful and encouraging component of our worship services this past year. In the first half of the year, we were adapting to the different service styles of two ministers, showing the great flexibility which this group of musicians possesses. With our anthems, we have endeavoured to support the theme of the service or the sermon and have received

positive feedback from various quarters on the way it contributed to the cohesiveness of the service. We welcomed a new tenor to the group, our first member of the CKPC congregation: Yong-Ki Min. And we celebrated with soprano Gillian Jacques the birth of her & Marc's baby boy, Felix, in June.

Various members of our choir have had occasion to showcase their abilities. Several times throughout the year, we have performed arrangements of Jason Gaskarth's compositions both new and old. The added dimension of other voices and instruments to his solo pieces have been well-received. Carmen Ashmead has contributed her violin skills on several occasions.

For most services, Ian McKay and Jason Gaskarth have accompanied the Praise Section of the service on their guitars (and in Jason's case, occasionally the harmonica and other rhythm instruments), as we develop a St. Giles/New Generations style of worship that honours both worship traditions of our blended congregation.

During the fall Sundays, our anthem themes revolved around the topic of Joy.

Twice during the year, we shortened our choir rehearsal from 1.5 hours to 1 hour to accommodate the overlapping rehearsals of the Calgary Community Choir in the fellowship hall, and to allow some of our choir members to take part in that choir as well. Despite less time, we were still able to keep up our weekly anthem preparation—a testament to the musicality and quick-study skills of our choir members.

Some highlights throughout the year:

- Sunday, March 20 was dubbed "Music Sunday" as we presented a Bruce Springsteen-inspired rendition of Jacob's



Ladder with our choir and musicians plus guest trumpeter Kevin Waites

- Marni Strome joined us for the June 16 rehearsal and June 19 service. It was so lovely to have her back in town, even briefly
- Stampede Sundays, July 10 and 17—the choir geared up in western wear and repertoire for some old-time gospel music for the service and the church breakfast and lunch on July 10
- Trumpeter Dave Foley, of Foothills Brass, played with us for both Easter Sunday and Remembrance Day services
- On May 1, we reprised Jacob's Ladder at the joint service with CKPC, and were blessed to have the addition of both Kevin Waites again on trumpet and Andre Patterson on trombone
- For our September 11 Welcome Back service, we sang an original composition by Rod Ferguson
- Kevin Waites joined us on trumpet for the September 11 Welcome Back service to reprise Jacob's Ladder, and also played with us for November 20, Christ the King Sunday
- The choir performed an 11-minute mini-musical called *He is Born* for the Christmas Eve service, with Pastor Rod and Sandra Cameron-Evans sharing the narrations. We were joined by a full string quartet, headed by Carmen Ashmead
- We finished the year by paying musical homage to John Watson, singing *Be Thou My Vision* at his memorial service on December 30

My thanks and deep gratitude go to the members of the St. Giles choir for their faithfulness from week to week through this

past year. They never fail to step up to challenges I present to them—new music, new musicians, last-minute service changes, anything. It is a pleasure serving each week with you.

With love and gratitude,

Esther Woelfle  
Church Musician and Choir Director

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### **Archives**

This was a quiet year for the Archives. I filed all documents that were sent to Archives, such as service bulletins, funeral cards, and financial papers, and shredded those financial documents that were no longer required as per *The Presbyterian Church in Canada Records Retention Schedule for Congregations*.

Two requests for information were received from the public in 2022. These were for people seeking proof of baptism at St. Giles.

As always, I am happy to receive any church-related documents and photographs for inclusion in the archives. I have received very few photographs in recent years. I can store digital files so if anyone wants to send photographic images electronically, I will accept them with gratitude. I am also particularly interested in gathering documents relating to the joining of the CKPC English Ministry and St. Giles congregations.

Respectfully submitted,

Janet Astle

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## Policy and Planning Team

Policy and Planning has not met regularly during Covid but continue to ensure that the human resource needs of our staff, including performance discussions and salary recommendations, are addressed. We give thanks for the creativity and initiative of Shelley, Wayne, and Esther who have seen us through the challenges of the pandemic. The Policy and Planning Team's purpose is to fulfill various ad hoc responsibilities as directed by Session.

St. Giles continues to share our facility with various groups. They include **Beltline Serenity**, **Calgary Korean Evangelical Church**, and **North Calgary Strings Academy**. As well, our partnership with **Calgary Korean Presbyterian Church** sees additional activity in the building.

As we continue to try and welcome the broader community, weddings and other special events have occurred in the facility guided by Shelley and Wayne. As in the past, there is no set fee to use St. Giles but we appreciate donations that help with our ministry and outreach. Such donations receive a tax receipt.

### MEMBERS:

Sandra Cameron Evans, Convenor

Dennis Daly

Rev. Rod Ferguson, Interim Moderator

Connie Harms, Treasurer

Marilyn Machum

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## **New Beginnings**

The 'New Beginnings' process was an opportunity for St. Giles to seriously consider its future and how we can put our Shared Ministry with the Calgary Korean Presbyterian Church (CKPC) into action.

'New Beginnings' provides a congregation with clarity of their current condition, enables a transformative "Letting Go" phase, and creates time to listen to what God is calling them to do as a church. This program is offered through the Presbyterian Church of Canada, who provide 90% of the \$5,000 cost from *Presbyterians Sharing* resources. The remaining \$500 cost of the program is paid for by the congregation.

Everyone, including our CKPC brothers and sisters, was invited to participate in groups to work through the process; this happened in May and June of 2022. It was an opportunity to get to know each other better, to learn each other's strengths and identify some clear steps to be taken. The results were shared with the congregation on June 27<sup>th</sup>.

Those results showed that:

- We need to know our neighbours better;
- We are best at fellowship, but the community needs us to be best at outreach;
- We are best at music, but the community needs us to use music to connect with them;
- We are best at having a highly visible location, so we need to take advantage of this and better utilize our building.

As a result of the 21-Day challenge, a part of the process, we:

- Hosted a Stampede Brunch for the community.

- Have volunteered in groups of 3 to 5 to serve at *Inn From the Cold* every month.

Our prayer now is to grow into an active, caring community that reaches out more intentionally with the love of Christ to our neighbourhood, being the hands and feet of Jesus.

A future scenario, set 5 years in the future, describing what is possible, was developed in the process and was shared with the congregation. An Implementation team is being formed to continue the work.

New Beginnings Facilitators:

Sandra Cameron Evans, Susan Carmichael,  
Marilyn Machum, and Mike Yoon.

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## Search Committee

The Search Committee first met on November 19, 2022, and has met a total of four times up to the end of January 2023. Time has been spent at each meeting to ensure there is clarity and a common understanding of the job we've been assigned.

Because our Shared Ministry is not a regular practice within the Presbyterian Church in Canada, discussion with the Clerks of General Assembly has occurred to ensure we follow church policy.

We have had extensive discussion around the Congregational Profile that describes the relationship of St. Giles/New Generations and CKPC. The profile includes statistical information as well as our hopes for the future that will help candidates understand the opportunity here. We have begun discussions on the criteria to evaluate candidates and possible questions to ask in interviews.

The St. Giles/New Generations' Congregational Profile summarized our future as:

*A focus on new missional connections within the neighbourhood, preparing the way for the next generation, while using the Shared Ministry between St. Giles and CKPC.*

The members of the Search Committee are:

Ken Ashmead	David Kim
Sandra Cameron Evans	Sean Kim
Jason Gaskarth	John Lee
Mike Yoon (Convenor)	Julie Hur
Rev. Rod Ferguson (Interim Moderator)	

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## **Audiovisual**

### **Sound:**

It has been a growth year with recording and live streaming our services to serve our online congregation members. With the help of CKPC, we have been able to create services which continue to improve in quality. We have also been able to offer a live streaming option for weddings and funerals, which is requested regularly.

We are working to create a unified system which can be used by St. Giles/New Generations, CKPC Youth, and CKEC to simplify the amount of equipment and cords in the chancel, the sanctuary, and the balcony. This will smooth the process of preparing for worship on Sunday mornings. We are also creating better storage solutions for all of the equipment and instruments.

Many thanks to Rod Ferguson, Shelley McKechnie, Erin McKechnie, Wayne Gallant, Shanna Daly, James Liu, and Dave Browne for their work, and to CKPC and St. Giles Session for their ongoing support.

Walter Cooper

### **Video:**

In 2022 we saw significant development in the knowledge and confidence of this team to record and live stream services for worship, weddings, and funerals.

We presently have one video technician, Shanna Daly, who comes on alternate Sundays. Thankfully, she was able to attend our Christmas Eve service before attending the service at Westminster to operate their video. Erin McKechnie alternated Sundays with Shanna until May 2022, and provided video support for funerals. Starting in 2023, a technical person from CKPC has filled in on a few of the Sundays when Shanna was

not available and we're hoping to have her regularly. Wayne and Walter have each sat at the computer and manned the cameras.

Joan McLean posted links on our Facebook page for access to our services each week in 2022.

We have licenses through Christian Copyright Licensing International (CCLI and CSPL) and One License for permission to record and stream the music. Thank you to Rev. Rod Ferguson and Esther Woelfle for their diligence in selecting or creating music we have license to broadcast.

We presently have 77 subscribers to our YouTube channel; averaging 50 viewers per service. Approximately 57% of attendance at St. Giles' services was online in 2022, based on YouTube views, making this effort worthwhile.

Many thanks to our dedicated staff, volunteers, and viewers!  
Shelley McKechnie

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## **Facilities and Maintenance**

Members: Dennis Daly, Ted Samson, Wayne Gallant,  
Walter Cooper, and Shelley McKechnie

The Facilities and Maintenance Committee would like to thank Rod Ferguson for the enthusiasm which he has brought to our facility.

### **Church Exterior:**

St Giles continues to be a popular spot for weddings.

We had an unfortunate collision on the handrail at the front of the church and we are investigating what to do.



The parking lot and snow clearing as well as the grass cutting by Six Blades seems to be satisfactory.

We appreciate the work done by Merle Dalip with our flower baskets around the church exterior.

Anyone with a gardening interest should talk to, Walter Cooper, Wayne Gallant, or myself, Dennis Daly.

New members for facilities and maintenance are always welcome.

### **Sanctuary and Kitchen Upkeep:**

The sanctuary seems to be in good shape and has experienced more traffic with the young people from CKPC we had very little traffic for many months due to Covid-19.

Wayne has taken on removing some of the windows and cleaning in between them, as well as stripping and varnishing some of the desks and woodwork in the church.

### **In the Immediate Future:**

Reflective yellow paint on the steps will need refreshing.

The resurfacing of the landing and ramp on the north side of the narthex which is a recurring problem.

Thanks to the enthusiasm of Rod Ferguson, we have commercial grade carpet tile floor covering on order for the heavy traffic area of the Narthex.

In a few weeks we will paint and prepare the walls of the Narthex prior to the flooring installation.

### **Outside work to be done in 2023:**

Outside groups continue to show interest in our facility for mid-week education use, as well as weddings.

Young people using our facility for educational purposes seems to be very successful.

## **Budget for 2022:**

This year the Facilities and Maintenance department finished 2022 with no major expenses and were very close to the budget.

We did have an elevator repair bill of over \$1000 at Christmas time.

The dishwasher needed some repairs, but Wayne was able to accomplish that with a thorough cleaning.

Much thanks to the Calgary Korean Presbyterian Church for their involvement with the upgrades in our sound system that have taken place in 2022.

We will try to find a more permanent solution for the back ramp leading to the Narthex and the north door.

We have had some break-in problems in late 2022 and we will be spending a few hundred dollars to reinforce the door locks.

We are also considering getting a camera for the back door outside Shelley's office as the price of such systems has come down a great deal the last few years.

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

## **Downstairs Hall**

There has been a problem with periodic smells in the downstairs woman's washroom.

Should you notice this let Wayne or I know as we need to add some special fluid to the system periodically to prevent this.

There is also a problem with the linoleum seams on the basement hall floor and Wayne has made some quite effective repairs.

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.

We have cut back on some of the maintenance due to lack of facility use. Outside groups continue to show interest in our facility for mid-week education use, as well as weddings.

Dennis Daly

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### **New Generations/English Ministry (ANGAM/NGEM)**

Ten members from CKPC and 4 Chinese students attend the service at St. Giles. Three of the students want to be baptized. This is a fruit of our persistent love and interest in them. Rev. Ferguson is arranging for it.

Most of ANGAM members with kids have temporarily moved to other churches which provide a kids' program. We need to establish a good kid program when we have a new minister.

For outreach, we had a Stampede breakfast and our Chinese student fellows participated in it as volunteers.

Sungwoo Kim  
CKPC EM Elder

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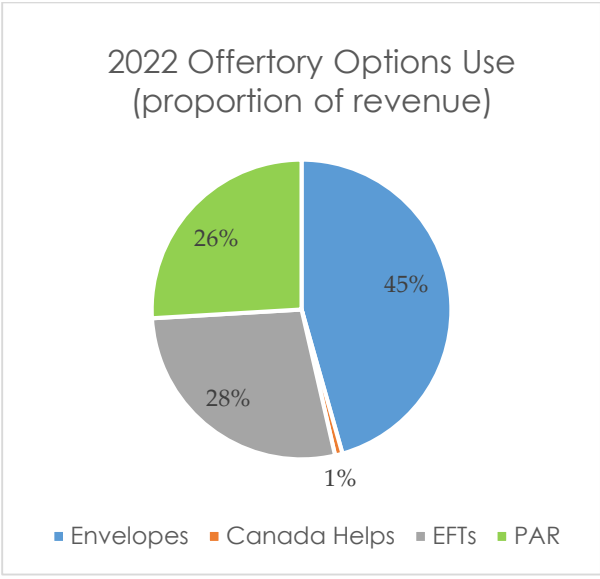
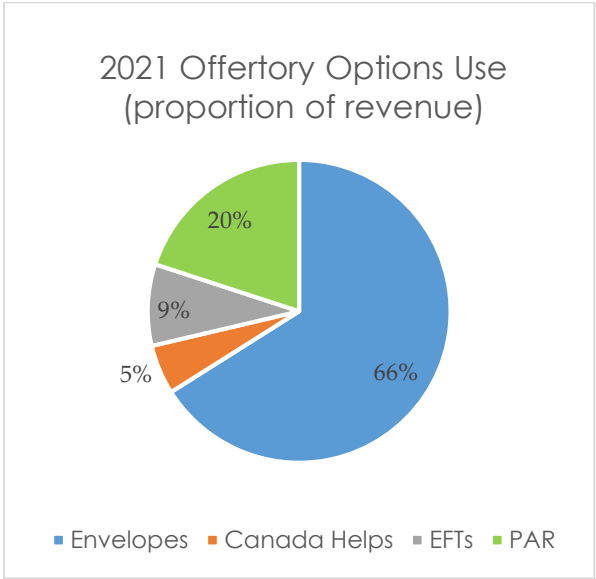
## Envelope Secretary

Number of Envelopes	Yearly Contribution Range	Annual Average per Contributor	Annual Total per Grouping
8	Up to \$100	49.33	394.60
5	\$101-200	169.00	845.00
4	\$201-450	387.50	1,550.00
5	\$451-750	561.00	2,805.00
7	\$751-1,000	926.71	6,487.00
15	\$1,001-2,500	1,693.40	25,401.00
4	\$2,501-4,000	2,900.00	11,600.00
8	\$4,001+	6,105.50	48,844.00
56	Total 2022 General Envelope Offerings	1,748.69	97,926.60
69	2021 Total General Offertory	1,535.96	105,981.00

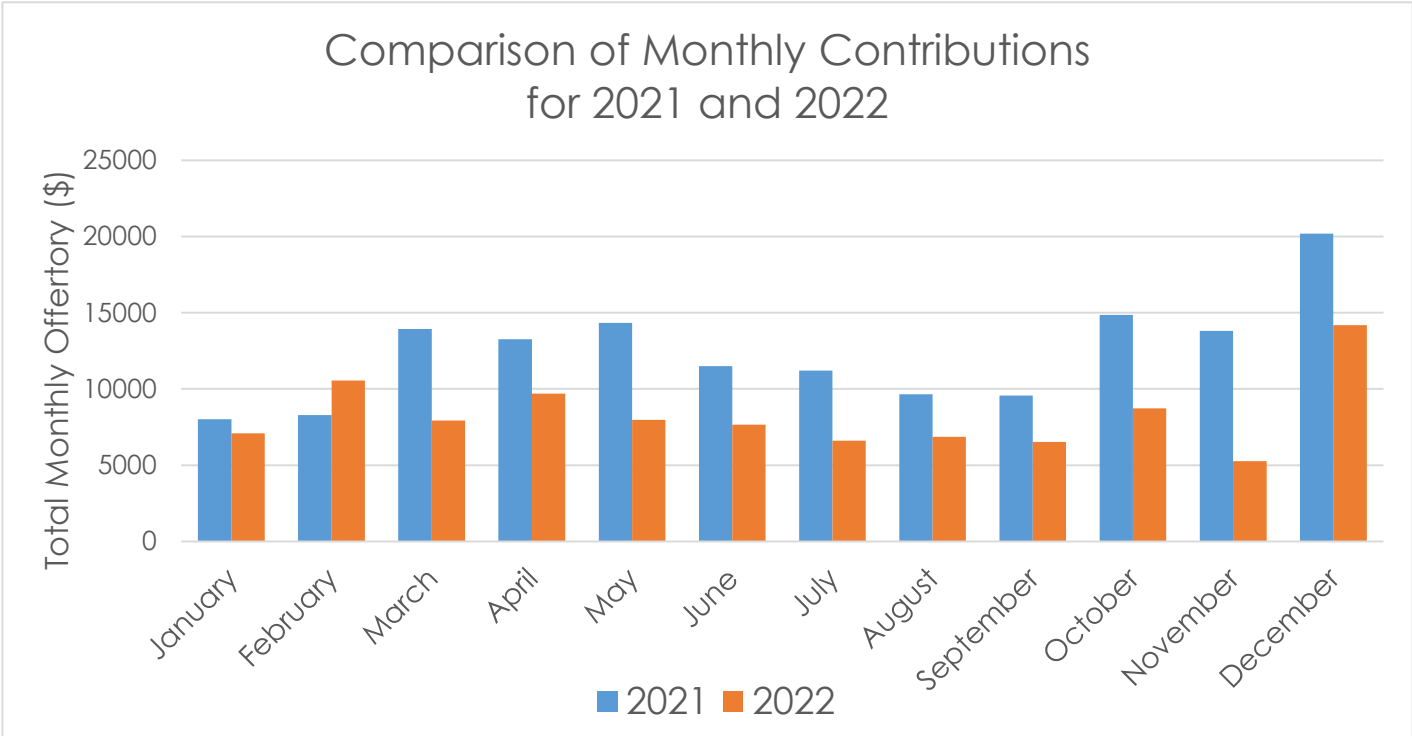
The chart above shows the 2022 General Envelope Offerings from **regular envelopes, E-transfers, PAR, and Canada Helps**. These numbers differ from those in the Financial Statements; they do not include offerings given by visitors or to any designated funds, including the Memorial Fund, or the funds donated to St. Giles by Calgary Korean Presbyterian Church. Although our number of donors declined 19%, the average contribution per donor rose 14% over 2021, resulting in a net decline of 8% in total General Offertory compared to 2021.

An important trend that emerged in 2022 is *how* members and adherents are choosing to donate to St. Giles. The number of subscriptions for paper envelopes has declined in each of the past 2 years, in favour of less frequent offerings (e.g., switching

from weekly to monthly), using unused paper offertory envelopes from prior years, sending a cheque by mail in a personal envelope, or changing to online donations. Online donations have shown significant growth in 2022. It is now the avenue St. Giles receives most of its offertory (55% of revenue, compared to 34% in 2021).



One additional pattern to note is the reduced variation in monthly contributions in 2022, compared to the familiar pattern seen in 2021. Online donors are more likely to donate the same amount on a regular basis, whether using PAR, E-transfer, or Canada Helps, and attendance is not a factor.



## Finance

The Annual Financial Statements for the year ending December 31, 2022, appear on the following pages, as well as the Proposed Budget for the new year, 2023. The budget pages include 3 columns: the 2023 Budget, and the actual and Budget amounts for 2022.

In 2021, envelope offerings raised over \$108,367. In 2022, total offerings raised were over \$129,734.40. Breaking it down: regular envelopes and open plate = \$76,000.40, PAR = \$25,584, Canada Helps = \$750, and Electric Funds Transfers (EFT) = \$27,400.

*We Believe*, a separate fund raiser, raised \$5,537.45, of which \$5,000 is St. Giles' portion towards finding a new minister.

Other Fundings were from Church Rentals = \$11,400 and Facility Donations = \$13,997.30.

The chart below shows each type of funding by percentage.

St. Giles Presbyterian Church also received a \$12,000 donation from Isa Tieken to cover the floor repairs in the Narthex.

We received donations in memory of: Bruce McLaren, Margaret Minhinnett, Lyle Dowdell, Dave Paley, and John Watson.

As a congregation, we continue to support various mission projects, in addition to our accepted allocation to *Presbyterians Sharing* of \$8,000. In 2022, we raised funds for:

Kairos–Longbow = \$1,084

Spring Mission = \$195

Calgary Interfaith Food Bank = \$480

Respectfully submitted,

Connie Harms

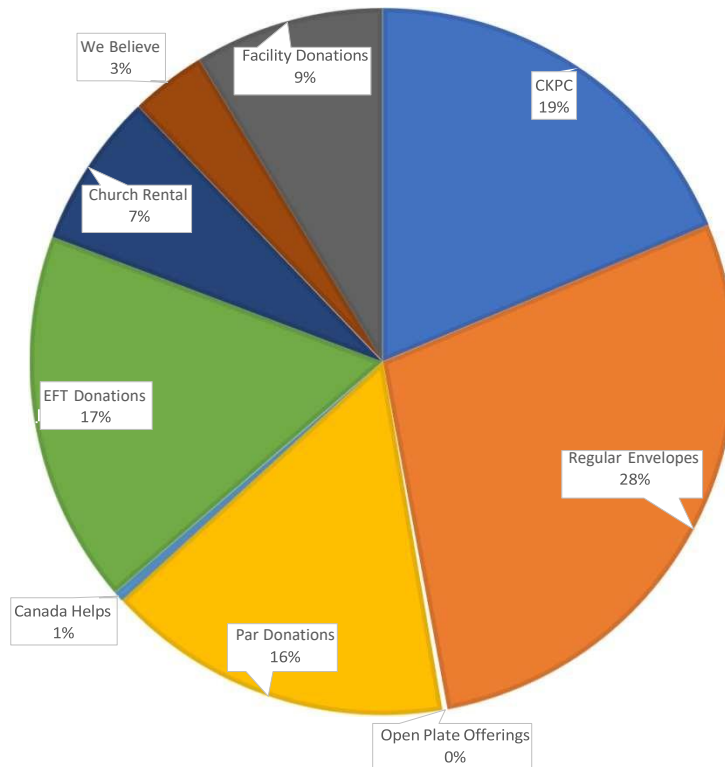
Finance Team Convenor and Treasurer

**St. Giles Presbyterian Church  
Types of Funding  
January through December 2022**

**Jan - Dec 22**

<b>CKPC</b>	30,000.00
<b>Regular Envelopes</b>	45,610.00
<b>Open Plate Offerings</b>	390.40
<b>Par Donations</b>	25,584.00
<b>Canada Helps</b>	750.00
<b>EFT Donations</b>	27,400.00
<b>Church Rental</b>	11,400.00
<b>We Believe</b>	5,537.45
<b>Facility Donations</b>	13,997.30

**JAN - DEC 22**



## St. Giles Presbyterian Church 2023 Budget

Income	2022 Actual	2022 Budget	2023 Budget
Unrestricted General Fund	99,362	122,400.00	110,000.00
Designated Funds	14,262	4,000.00	13,500.00
Congregational Events	1,060	2,000.00	4,000.00
<i>We Believe / Let's Get Started</i>	5,538	12,000.00	5,000.00
Rental Income (INCLUDES CKEC)	11,400	5,000.00	5,700.00
Government Assistance	0		
Open Plate	390	1,000.00	500.00
In Memory Of	1,330		
CKPC - Share of Expenses	30,000	62,887.42	65,414.00
Long-Term Rentals (NCSA; Beltline)	4,947	2,000.00	5,000.00
Short-Term Rental	9,050	4,000.00	9,000.00
Interest	314		
Other	40	0.00	
<b>Total Income</b>	<b>177,693</b>	<b>215,287.42</b>	<b>218,114.00</b>



<b>Expenses</b>	<b>2022 Actual</b>	<b>2022 Budget</b>	<b>2023 Budget</b>
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### **Assessments**

Presbyterian and Synod Dues	5,180	5,180.00	3,927.00
Presbyterian Pension Plan – Congregation Only	6,566	6,656.31	6,600.00

### **Salaries & Employee Benefits**

Interim Moderator	6,084	3,042.00	3,042.00
Minister - Stipend	0	23,698.00	25,000.00
Rent Allowance	0	11,000.00	11,000.00
Utilities	0	1,500.00	1,500.00
Study Leave Book Allowance	0	300.00	300.00
Minister only – Extended Health Care & Dental	0	2,342.00	2,400.00
Search & Moving Expenses	0	15,000.00	5,000.00
Administrative Assistant	18,058	16,548.48	22,017.00
Church Officer	25,040	29,437.20	31,317.00
Director of Music	0		
Organist / Pianist	17,321	17,000.00	18,572.00
Contractor Replacements and Musicians	4,817		2,400.00

Church Nursery	0		
Employee Benefits: CPP, EI, Federal Tax*	7,751	7,162.68	21,908.00
Employee Benefits – Blue Cross	1,870	2,342.00	2,400.00

### **Christian Education**

Adult Education			
Sunday School Vacation Bible School		500.00	500.00
Youth			

### **Worship Services**

Congregational Life	3,114	500.00	1,000.00
Audio Tech Equipment – R&M	441	1,000.00	1,000.00
Church Licenses (CCLI, CSPL, One License)	308	1,000.00	310.00
Music Materials	749	500.00	750.00
Pastoral Care	0	200.00	0.00
Pulpit Supply	7,030	4,000.00	4,940.00
Special Service Expenses	1,510	1,000.00	2,000.00
Sundry – Advent Supplies; New Beginnings	102	200.00	200.00

### **Mission & Outreach**

Advertising		500.00	500.00
Mission in Action	94		
Designated Expenses		1,500.00	1,500.00

<i>Presbyterians Sharing</i>	8,000	8,000.00	9,000.00
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### **Church Office & Supplies**

Office Supplies	1,606	1,800.00	1,800.00
Telephone/Internet	3,137	3,200.00	3,200.00
Copier/Computer	5,176	6,405.00	8,640.00
Bank Fees	478	400.00	500.00

### **Property Expenses**

Amortization	16,250		
Insurance	4,092	4,464.00	5,204.00
Repairs, Maintenance, and Supplies	10,960	9,350.00	12,000.00
Narthex Flooring			12,000.00
Utilities	17,766	17,000.00	18,000.00
Other (Security, COVID supplies)	672	500.00	1,000.00
<b>Total Expense</b>	<b>170,845</b>	<b>200,885.67</b>	<b>239,027.00</b>
<b>Net Difference</b>	6,848	14,401.75	20,913.00

\*Note: 2023 Budget amount for *Employee Benefits: CPP, EI, Federal Tax* includes 6 months with a new minister.

ST. GILES PRESBYTERIAN CHURCH IN CALGARY  
FINANCIAL STATEMENTS  
DECEMBER 31, 2022

St. Giles Presbyterian Church in Calgary  
Statement of Operations as at December 31, 2022 (unaudited)

	2022	2021	2020
<b>Income</b>			
General donations	134,899	126,081	116,583
Designated donations	14,262	1,786	1,338
Rental Income	25,397	6,332	13,280
Memorials	1,330	2,475	3,025
Government Assistance			38,682
Open plate	390	313	439
Interest	314	214	1,175
Congregational events	1,060		2,346
Other	40		2,095
Total Income	<u>177,693</u>	<u>137,201</u>	<u>178,963</u>
<b>Assessments</b>			
Presbytery and Synod dues	1,853	9,050	9,058
Presbyterian Pension Plan	6,566	10,038	10,379
	<u>8,419</u>	<u>19,088</u>	<u>19,437</u>
<b>Salaries and Employee benefits</b>			
Minister – Stipend			30,420
Interim Moderator	6,084	6,084	5,070
Rent allowance			11,250
Utilities			2,643
Extended Health Care			2,251
Study Leave/ book allowance			1,833
	<u>6,084</u>	<u>6,084</u>	<u>53,467</u>
Organist	17,321	10,909	7,402
Administrative Assistant	18,058	16,122	12,201
Church officer	25,040	22,813	22,080
Other	12,569		2,998
Church Nursery			315
Employee Benefits	1,870	5,434	10,505

	80,941	61,362	106,716
<b>Christian Education</b>			
Adult Education			
Sunday School			102
	0	0	102
<b>Worship and Services</b>			
Congregational Life events	3,114	1,574	4,300
Music	2,259	316	2,229
Pastoral Care			
Pulpit supply	7,030	7,775	5,604
Sundry	506	4,181	41
	12,909	13,846	12,174
<b>Mission and Outreach</b>			
Advertising			
Mission in Action	94		
Designated Expenses		1,497	1,033
Presbyterians Sharing	8,000	8,000	10,000
	8,094	9,497	11,033
<b>Church office and supplies</b>			
Stationary, supplies and postage	1,606	1,650	2,275
Telephone and internet	3,137	2,813	2,526
Office and computer equipment	5,176	4,565	4,684
Bank charges	478	412	1,022
	10,712	9,440	10,508
<b>Property Expenses</b>			
Amortization	16,250	16,250	16,250
Insurance	4,092	3,964	6,091
Repairs, maintenance, and supplies	11,661	7,741	11,228
Utilities	17,766	15,873	14,014
	49,769	43,828	47,583
Total Expenses	170,845	157,061	209,804
Net Surplus (Deficit)	6,848	(19,859)	(30,840)

St. Giles Presbyterian Church in Calgary  
Notes to the Financial Statements  
For the Year ended December 31, 2022  
(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 assets 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	2022 Net	2021 Net
	\$	\$	\$	\$
Land	51,621		51,621	51,621
Church building	578,456	(464,978)	113,478	129,728
Furniture and equipment	76,870	(76,870)	0	0
	<u>706,947</u>	<u>(541,848)</u>	<u>165,099</u>	<u>181,349</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, 2022  
(unaudited)

	General Fund \$	Progress Fund \$	Robson Estate fund \$	Memorial Funds \$	Total \$	2021
Cash	(52,937)	12,000	59,123	158,573	176,759	136,544
Investments - Short term deposits					0	20,897
GST Receivable	903				903	432
Other receivables					0	0
Prepaid expenses	704				704	4,276
	(51,331)	12,000	59,123	158,573	178,365	162,149
Property and fixtures, less accumulated amortization	165,099				165,099	181,349
<b>Total Assets</b>	<b>113,768</b>	<b>12,000</b>	<b>59,123</b>	<b>158,573</b>	<b>343,464</b>	<b>343,497</b>
<b>Current Liabilities</b>						
Accounts payable and accrued liabilities	2,802				2,802	11,702
<b>Total liabilities</b>	<b>2,802</b>				<b>2,802</b>	<b>11,702</b>
<b>Fund Balances</b>						
Equity invested in capital assets	165,099				165,099	181,349

Externally restricted assets (note 4)		12,000	59,123		71,123	59,073
Internally restricted assets		0		158,573	158,573	157,243
Unrestricted net assets	(54,133)	0			(54,133)	(65,871)
Total fund balances	110,966	12,000	59,123	158,573	340,662	331,794
Total Liabilities and Fund Balances	113,768	12,000	59,123	158,573	343,464	343,497

St. Giles Presbyterian Church in Calgary  
Statement of Operations  
As at December 31, 2022  
(unaudited)

	General Fund	Progress Fund	Robson Estate fund	Memorial Funds	Total	2021
	\$	\$	\$	\$	\$	
Income						
Envelopes	134,899				134,899	126,081
Envelopes Designated	2,212	12,000	50		14,262	1,786
Rental Income	25,397				25,397	6,332
Memorials				1,330	1,330	2,475
Government Assistance						
Open Plate	390				390	313
	162,898	12,000	50	1,330	176,278	136,987
Interest	314		0		314	214
Congregational life events	1,060				1,060	
Other	40				40	
Total Revenue	164,312	12,000	50	1,330	177,693	137,201

Operating Expenses						
Assessments	8,419				8,419	19,088
Salaries and Employee Benefits	80,941				80,941	61,362
Christian Education	0				0	0
Worship and Service	12,909				12,909	13,846
Mission and Outreach	8,094				8,094	9,497
Church Office and Supplies	10,712				10,712	9,440
Property Expenses	49,769				49,769	43,828
Total Expense	170,845	0	0	0	170,845	157,061
Income in Excess of (Short of) Expenses	(6,533)	12,000	50	1,330	6,848	(19,859)
Fund Balances - Beginning of Year	117,499	0	59,073	157,243	333,815	353,674
Transfers between Funds					0	0
Fund balances - End of Year	110,966	12,000	59,123	158,573	340,662	333,815

## **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 Relationships<sup>1</sup> 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.

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<sup>1</sup> "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 commands<sup>2</sup>.

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.

## Humanity

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<sup>2</sup> 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."

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 September - May
- Monthly Youth Group meetings from September – May
- GIFT orders Church School Curriculum in June/July/August

	<b>BY WHOM</b>	<b>ACTION TO BE TAKEN</b>
<b>January</b>	P&P	Review Church Brochure
	Admin Assist	Arrange for Easter palms
<b>February</b>	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
<b>March</b>	Office	CCLI license renewal
	GIFT	Planning for VBC/order VBC craft supplies
<b>April</b>	Office	CSPL license renewal
	GIFT	Son-Rise Service & Breakfast
	GIFT	Easter cards made by Church School
	F&M	Check backflow valves
<b>May</b>	GIFT	Prepare VBC crafts in advance
	F&M	Change furnace filters
	F&M	Sprinkler system start-up
	F&M	Eaves troughs cleaned
<b>June</b>	Office	Renewal of domain name of stgiles.ca website
	GIFT	Prepare teaching materials/craft packages for summer Church School
	GIFT/HR	<i>Leading with Care</i> 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	Security lockbox check
	F&M	Lift maintenance
<b>July</b>	GIFT	Host VBC with Hot Dog lunch on Friday (9AM – Noon, M – F)
<b>August</b>	F&M	Change furnace filters
<b>September</b>	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
<b>October</b>	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
<b>November</b>	GIFT	Library Shopping
	F&M	Change furnace filters
	Admin Assist	Arrange for Poinsettias

<b>December</b>	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 30<sup>th</sup> 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 convenor.
- Hold meetings at least every two months in advance of Session and maintain appropriate records of these meetings.

MEMBERS: Connie Harms and Rick Carmichael

## **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 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: Vacant.

This committee has not met since COVID.

## **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: Sandra Cameron Evans (Convenor), Dennis Daly, Connie Harms, Marilyn Machum

(Other participants on an ad hoc basis)