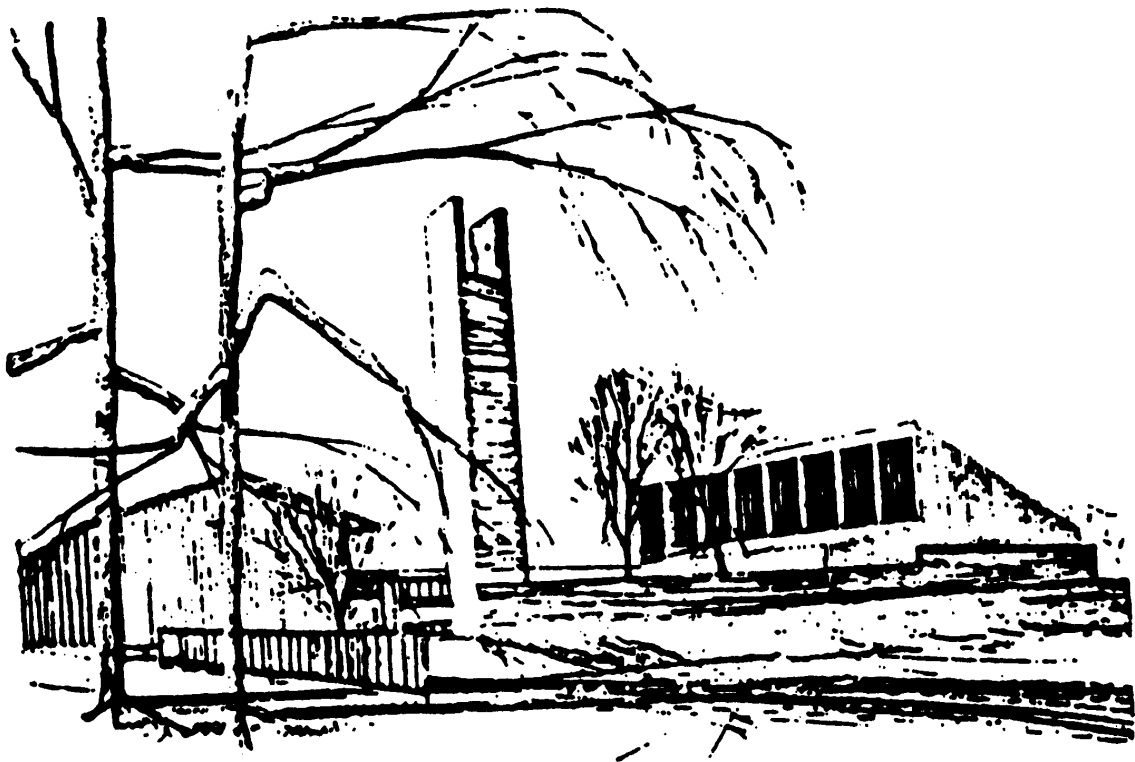


CITY VIEW UNITED CHURCH

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NEPEAN ONTARIO K2G 2L5

Email: cvuc@bellnet.ca Website: <http://www.cityviewunited.org>

**Ministers: Reverend Laura Springate
Reverend Jim Baldwin**



ANNUAL REPORT FOR 2023

*Please bring this report with you to the Annual
Congregational Meeting on March 3, 2024*

Note: Revised March 19, 2024

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A. CLERGY REPORT FROM REV. JIM

*I am the church! You are the church!
We are the church together!
All who follow Jesus,
all around the world!
Yes, we're the church together!*

I am writing this letter for the annual report on February 7...exactly six months from the day I walked into City View United Church to start my appointment as your minister. And what a six months it has been

There has been a big learning curve as I figure out how this church works, and who does what, and what happens when. I have been very dependent upon our Office Administrator, Mary Lynne, and our Chair of M&P, Harry Bender, to keep me on track. So, thank-you Mary Lynne and Harry, for your knowledge, patience and support.

I always hesitate from naming people, because I always feel like I am leaving someone out. That said, many of their names are here in this annual report, and we will have the opportunity to hear some of them speak at our annual meeting.

I know for many people, annual reports and annual meetings are not a few of their favourite things! I remember one couple in a past church who used to put the annual meeting date on their calendar every year - so they would remember **not** to come to church that day! When they told me this, I could not keep quiet. I gently suggested that the people who give their reports have spent countless hours working to keep the doors open, the church functioning, the bills paid, the worship enriching, and our involvement in our community and our world relevant...so, I figured, the least I can do, is to listen to them present their reports for a few minutes, once a year. They came to the meeting.

Inside the pages of this annual report you will find an update about the work of the Tiger Team, our Stewards and Trustees, our Choir and our Planning Committee. You will read about the realities of being a church that are contained in the Treasurer's Report, but you will also hear about the dreams and visions shared by our Worship Committee, Mission and Outreach and our Sunday School. I encourage you to read each word with the same care that has gone into writing these reports by such a dedicated group of volunteers.

What a six months this has been! I have seen some wonderful changes in our church. We have new people worshipping with us, and several have jumped right in as volunteers. I have made connections with long-time friends and made new friends along the way. 2023 saw the return of the Candlelight Service, which brought joy to many faces. When I returned to CVUC as your Volunteer Associate Minister in 2022, I told you that I saw so much hope in this congregation...my opinion has not changed. So, I want to thank each and every one of you for the energy you bring, in the words of Avery and Marsh:

*The church is not a building;
the church is not a steeple;
the church is not a resting place;
the church is a people.*

With much thanksgiving, Rev. Jim

B CONGREGATIONAL INFORMATION FOR 2023

B.1 Council Chairpersons

(Commencing January 1975, left to right)

Don Stewart	Arthur Oulton	Patricia Walkington	Drew F. Shouldice
Jane Hamm	Charles Knight	Mary Gayle Pinkney	Harry Bender
Robin Lewis	Sue Brassington	Robert Pegrum	Arthur Oulton
Michele Suitor	Ken Mitchell	Harry Bender	Colin Harwood
Colin Potts	Pam Parks	Craig Suitor	Karl Tibelius
Peter Fortura			

B.2 Baptisms

There were no baptisms in 2023.

B.3 New Members Received by Transfer

Jessica Knoyle
Jonathan Knoyle
Alex Knoyle
Jillian Knoyle

B.4 New Members Received by Profession/Reaffirmation of Faith

There were no members added by Professional/Reaffirmation of Faith in 2023

B.5 Members Transferred Out

**June Hutcheon
Chris Fleming
Cheryl Fleming**

B.6 Deaths

Romans 8:18, 28, 35, 37-39

I consider that the sufferings of this present time are not worth comparing with the glory that is to be revealed to us. We know that in everything God works for good with those who love Him, and are called according to His purpose. Who shall separate us from the love of Christ? Shall tribulation, or distress, or persecution, or famine, or nakedness, or peril, or sword? No, in all these things we are more than conquerors through Him who loves us. For I am sure that neither death, nor life, nor angels, nor principalities, nor things present, nor things to come, nor powers, nor height, nor depth, nor anything else in all creation, will be able to separate us from the love of God in Christ Jesus our Lord. The body is gone, but we are left with the names of these people which we speak with reverence and affection:

Barbara Ross ^(M)	April 23, 2022
Ann Kosowan ^(A)	July 6, 2022
Boo McEwen ^(M)	April 29, 2023
Mary Warren ^(M)	May 18, 2023
Bob Pegrum ^(M)	June 18, 2023
Colin Potts ^(M)	June 19, 2023
Charles Knight ^(M)	September 1, 2023
Dorothy Stratton ^(M)	November 29, 2023

and we pray that we may remember these names which they were given by other people and by which they are still known. We believe that all they meant to us is not lost even though they are no longer with us. May God's love continue to live in our hearts and minds, in our courage and conscience. Help us to remember by word and deed those who are severely tested by this loss that they may not be overwhelmed by it and isolated from others, but that through us they may find in Christ new courage and confidence to face life.

^(M) Member of City View United Church
^(A) Adherent of City View United Church

C COMMITTEE AND GROUP REPORTS

C.1 Comments from the Chairperson of Council – 2023

The 2023 Annual Report of City View United Church reflects the congregation's journey through a year marked by a deep commitment to faith and community. The report acknowledges the contributions of staff and volunteers, underscoring the collective effort that sustains the church's mission. This summary serves as a testament to the strength, dedication, and spirit of the City View United Church community.

In 2023, we were completely back to normal after COVID: in-person worship and meetings; coffee time after Sunday services; small social gatherings; the choir and congregational singing, including the Christmas Candlelight service; and the Snowflake Bazaar and Craft Sale.

Reverend Laura Springate continued to lead us spiritually with her engaging Sunday services and insightful sermons. We all celebrated the news of her pregnancy, and then welcomed her newborn Riley at the end of the summer. We were blessed to have our Voluntary Associate Minister, Reverend Jim Baldwin, agree to replace Reverend Laura for her one-year maternity leave. As he leads us in worship, he also challenges us to reflect on strengths that we can build on and what practices we could reassess.

As always, we are thankful for the dedicated work of our staff, including Mary-Lynne Harvey, who efficiently managed the church office and the steady growth of room rentals. Patrick Pearson always kept the church clean and in good-repair. Lei Han continued to serve as our bookkeeper. Our music director and organist, Svetlana Logigan, shared her exceptional musical talents with us. We were also pleased to welcome Camelia Eid as our Sunday School & Youth Program Director, as she leads a small but important part of our congregation.

As you may remember, at a special congregational meeting in May 2022, the congregation authorized City View United Church Council to proceed with the financing and construction of the necessary Playtime Daycare renovations. Since that time, Head Trustee Peter Charboneau has worked tirelessly to move the project forward; however, the project in its current form is not financially viable. Our community outreach efforts have intensified, including a new partnership with the Caldwell Family Centre Food Bank now located at our church. This increased involvement in an important community program highlights our church's role as a supportive and unifying force in the neighborhood.

I wish to extend my gratitude to the members of Council and the different church committees, who all continue to support and encourage each other. To all the members of the church, thank you for your dedication and support, including your financial support, which allows us to flourish as a community of faith.

Looking towards the future, we are committed to adapting in response to the changing needs of our congregation. This forward-looking perspective is crucial as we navigate the challenges and opportunities ahead, maintaining our role as a vital spiritual and community center. To that end, at the congregational brainstorming session held in May 2023, forty-two ideas falling into seven categories were brought forward. Several initiatives were undertaken in response to some of these ideas. Equally important this year, Council will be asking the congregation to focus their attention on our forecasted budget deficits, and the resulting negative impact on our church's financial reserves.

*Respectfully submitted,
Peter Fortura, Chair, CVUC Council*

C.1.1 Bringing People Together Initiative

In February 2023, a project was initiated to find practical ways to bring people to the church, both in-person and online, and create stronger links between the church and the community. To guide the work, a Tiger Team was put together.

In March, the congregation and former congregational members were surveyed in order to develop an understanding of the issues and opportunities. The results highlighted the need to enhance: a sense of community, music, and level of spiritual fulfillment.

Through a facilitated brainstorming session, over 60 participants developed forty-two ideas falling into seven categories (Music, Communication & Advertising, Welcoming People In, Personal Connections, Spirituality, Social and Spiritual Life, Links to the Greater Community). These ideas had a varying range of support. A request for volunteers to be involved with the implementation of these categories was made just before the summer holidays. While there were not a lot of formal volunteers that came forward, several individuals initiated efforts to move forward with ideas that were meaningful to them, with varying levels of success.

A presentation of the results of the project and next steps will be made to the congregation in the coming weeks.

The Tiger Team would like to thank the congregation for supporting and participating in this important project.

Tiger Team Members: Kim Benjamin, Harry Bender, Ruth Anne Carney, Rev. Jim Baldwin, Rev. Laura Springate, Steven Bergman, Neil Hopkins, Fred Cattroll, Nancy Renwick.

*Respectively submitted,
Steven Bergman, Chair, Worship and Education Committee*

C.2 Congregation Worship and Education Committee

This committee's primary focus is as follows:

- Coordinate Sunday worship services, including service readiness, ushers, readers, sound, decorations, communion, special music;
- Coordinate youth interaction, such as Sunday school, youth group, nursery;
- Coordinate other literature of spiritual learning; and encouraging stewardship of the Church.

For the first time in about 3 years, we started the year with in-person Worship gatherings normally occurring. This meant weekly singing during Worship Services, regular choir participation, a regular Sunday School, and a general in-person gathering of the City View congregation on an ongoing basis.

We celebrated in-person Worship Services for Ash Wednesday to start Lent and Holy Week, including Maundy Thursday, Good Friday and Easter Sunday. In-person Services continued throughout the summer.

In August, we said a "see you later" to Rev. Laura as she started her 1-year maternity leave. Shortly thereafter, she gave birth to her first child – Riley. Congratulations Rev. Laura and Riley!

Rev. Jim Baldwin took over regular Worship Services in late August and throughout the Fall, on a 1-year coverage for Rev. Laura's leave. Thank you, Jim!

Rev. Jim stepped into the weekly Worship Services seamlessly, slowly bringing his own style to Services. This included his strong musical background, willingness to try different Worship content, such as different hymns, individual songs, and engaging different folks into the Services.

The fall time frame was kicked off with a welcome back luncheon after an early September Service. With autumn in full swing, members of the congregation came out to rake up leaves on the Church grounds. Thank you.

In the Fall, we once again held our sock toss Service, where – you – the congregation responded with lots of socks, tossed to the front, for a local donation.

At the beginning of Advent, the sanctuary was decorated for Christmas, where we had around 30 kids, youth and members come out. Thank you to all those people that helped with the decorating.

As part of City View's Christmas giving, Chris Tibelius once again ran a Christmas tag fundraiser. This fundraiser provides creative supplies to a woman in Iqaluit (originally from Ottawa) who welcomes children to drop into her home for crafts, snacks, and games. Thank you!

The calendar year culminated with us holding in-person Advent Services, a Christmas Eve Service and a New Years Service.

Upon reflection, it is remarkable to think that it's been over three years since the congregation was able to physically attend in-person Services at Church for the *entire* year. With regular in-person Worship Services in full swing, this also allowed us to rehydrate the Sunday School program. After an external search, we welcomed Camelia Eid in the spring as our new Sunday School coordinator. Camelia has done a wonderful job in rebuilding the Sunday School and offering a wonderful environment for kids and youth every week to participate on Sundays. Thank you, Camelia!

Volunteers help make the City View Worship Services meaningful. Thank you to all that participated in the weekly Bible readings as part of the Services. Thank you to Phyllis Potts who stopped by on several occasions to decorate the sanctuary with floral arrangements. Thank you to Joanne Lewis for spearheading and participating in the Blue Christmas Service. Thank you to the ushers who volunteered this year.

Although early in this year, thanks to my boys Adam, Evan, and Ethan Bergman for helping me take down the Christmas decorations, as well as our custodian Pat Pearson for getting the big tree set up and taken down.

Thank you, Svetlana Logigan, for your wonderful music, especially the offertory music, and your musical direction with the choir.

Each week we are easily able to follow along in the Worship Services because of the electronic slides. Thank you to the small group of folks that pulled together these PowerPoint slides each week!

We continued broadcasts of the Services "live" via YouTube. Thank you to Craig Suitor and Jim Watchorn for taking on the extra duties of 'turning on' the livestreaming at the start of the in-person Services. Thank you to Adam Bergman who also volunteered from time to time to help with the video broadcasts.

To ensure we had consistent AV support, during the summer and after an external search, we welcomed David Tagoe as our regular Audio/Visual Technician. Thank you, David, for joining us at City View. Your expertise ensures we have ongoing AV support for our weekly Services.

The online recorded Services are viewed on average over 60 times after the first two weeks. This is wonderful to know that there are many people enjoying the Services that Rev. Laura and Rev. Jim and City View congregation members offer.

In closing, 2023 was a year where we got back to “mostly” normal for Worship Services, and started to rehydrate various interactions, most notably the Sunday School and more Worship Service participation. The ongoing focus of this committee continues to be to help foster a positive Worship experience, to engage our kids and youth, and offer means to learn God’s Word through various activities. If you have any ideas about worship, both in-building or online, or want to help out, please feel free to reach out to me or Rev. Jim any time.

*Respectively submitted,
Steven Bergman, Chair, Worship and Education Committee*

C.2.1 Senior Choir

The choir has returned to singing anthems and leading the hymns each Sunday like we did before COVID. Unfortunately, many of our former members have not returned due to health issues and other factors. We want to thank all those former choir members who served and sang with us for so many, many years - Betty Renwick, Betty Hogaboam, Jean Tanner, Heather Anderson, June Hutcheon, Bonnie Johnston, Elizabeth Oulton, Jeanette Pole, Phyllis Potts, Joanne Lewis, Frank Pole, Bob Pegrum, Bill Love, Bill Murphy. We cherish the memories we have of their time in the choir.

We were pleased to welcome new choir members this fall – Rev Jim, Valerie Baldwin, Kim Benjamin, Patricia Whitlaw. And, of course, we would welcome anyone who would like to join us for choir rehearsals on Thursday nights at 7:30 pm.

After a four-year absence, we were finally able to present our Choir Candlelight Service – traditionally a highlight of the Christmas season. Thank you to the following people who helped make it happen:

- ADDITIONAL SINGERS: Heather Cummings, Dianne Watchorn, Patti Griffith, Fiona Griffith
- NARRATORS: Jessica Knoyle & Ken Mitchell
- FLUTE: Cairine Thomas
- AUDIO/ VIDEO: Steven Bergman and Jim Watchorn
- USHERS: Dave McGale and Bruce Petrie
- LIGHTING: Isabel Bender and Fred Cattroll
- REFRESHMENTS: Joanne Lewis, Jean Nielsen, Anne Mulholland, Marlene Cox, and Fern McGale
- MUSIC DIRECTOR: Svetlana Logigan
- MINISTER: Rev. Jim Baldwin

We especially want to thank Svetlana and Rev Jim for their leadership in re-invigorating and growing our music program this year. Music is an important part of worship, and it is fun too! Please join us!

*Respectfully submitted
Harry Bender / Choir President*

C2.1.1 Senior Choir Financial Statement (January 1, 2023 to December 31, 2023)

Senior Choir Annual Financial Report For the period January 1, 2023 to December 31, 2023

Bank Account Balance at December 31, 2022		\$2,095.35
<u>2023 Receipts</u>		
2023 Donations	0.00	
Total Received (See Note 1)	<u>0.00</u>	<u>0.00</u>
<u>2023 Disbursements</u>		
Janet Hrnchiar (2 fans for choir loft)	(225.90)	
Donation Humane Society (in memory of Svetlana's Grandmother)	(50.00)	
Total Disbursements	<u>(275.90)</u>	
Bank Account Balance at December 31, 2023		<u><u>\$1,819.45</u></u>

Notes to 2023 Financial Statement

Note 1:

Candlelight Service donations (\$415.00) made in 2023 were received after year end by the choir from the Church in 2024 and deposited in January 2024

Carla Winchester / Choir Treasurer

C.3 Community Care and Outreach Committee

C.3.1 Pastoral Care

The Pastoral Care Team has appreciated the support and guidance of Rev. Laura Springate until August and Rev. Jim Baldwin until the end of the year. We are continuously grateful for the technological expertise of several members of the church, as this allows our members who are unable to attend services to view them on line.

The Team continues to make their regular telephone calls to members of the church, some visits are taking place where health guidelines permit.

On April 29 members of Dying with Dignity Canada, Ottawa Chapter gave a presentation under the leadership of their co-ordinator, Susan Harrison. This followed a sandwich lunch in Room One. Many church members attended and enjoyed the presentation.

The Blue Christmas Service was held on December 10 and was incorporated into the regular Sunday morning service with refreshments provided in the Upper Narthex following the service.

Again, this year the Team participated in the delivery of the Friendship Baskets at Christmas time. A huge thank you goes out to Joan Dobson for co-ordinating this very important project and to her team for pulling it all together. The Baskets are always very well received.

Betty Renwick continues to send greeting cards to the members on the Pastoral Care list. These are always appreciated by those who receive them.

Dorothy Latour continues to co-ordinate the Prayer chain which is very much appreciated.

This year our team members include Ruth Anne Carney, Mary Lynne Harvey, Janice Hopkins- Boucher, Marilyn Jensen, Shirley Johnston, Norma Johnson-Wells, Claire Knudson, Dorothy Latour, Diana Riethman, Joanne Lewis with support from Rev. Laura Springate and Rev. Jim Baldwin

I sincerely appreciate the continued dedication of everyone on the team and for their professionalism and resilience, especially during our ongoing trying times.

*Respectfully submitted,
Joanne Lewis, Chairperson, Pastoral Care Team*

C.3.2 Mission & Outreach

Throughout the past year our congregation has continued to support projects worldwide through our denominations Mission and Service Fund and locally through numerous community outreach and Christmas projects.

The M&S Fund allows us to support many projects, chaplaincies, street ministries etc. in Canada and also gives us the opportunity to support our denominations 79 partners globally.

Supporting Local Outreach continues to be a priority at City View and we thank our congregation for your generous support of these local organizations and for our congregation welcoming The Caldwell Food Bank to share our building.

January & February – Centre 507

March & April – Algonquin Chaplaincy

May & June – Nelson House

July & August – Wabano Centre for Aboriginal Health

September & October – Carlington Chaplaincy

November & December – Christmas Hampers and Iqaluit Project

A big thank you for the Hamper team and the Iqaluit Project team for providing us with the opportunity to share Gods Love at Christmas time.

Note - In 2024 there will be new additions and donations will be one month for each organization.

The Mission and Outreach committee and our congregation also celebrate the important mission conducted by our committee member Lambert Okrah in Ghana, Africa. Lamberts project is seeking to create jobs and foster stable incomes and a good quality of life for people in the city of Dambai.

For many years it has been a happy experience to welcome Laura and John who were members of the former Telci organization to our service each Sunday. This is a special place they enjoy belonging to and coffee hour is a happy time for them, Thanks to the coffee hour team for providing this important social experience for all of us.

In closing we want to thank this City View community for your continued generous support for Outreach in Jesus Name.

*Respectfully submitted by your Mission and Outreach Team,
Rev. Jim, Holly Kritsch, Frank Pole, Lambert Okrah, Sheila Smith*

C.3.3 Hamper Sub-committee Report

Committee Members: Joan Dobson (Chair), Barb Williams, Ron Horton, Fern and Dave McGale, Larry Dobson, and Michele Suitor.

This year, we received support again from The Nepean Kiwanis and The Rotary Club of West Ottawa, for a total of \$3,300.

With some generous donations from the congregation, we bought \$7,000 worth of Metro/Basic Food Vouchers. Debra Dynes Family House and the Caldwell Family Centre each received \$3,500 in vouchers.

Debra Dynes received \$500 worth of adult gloves and mittens.

Our very successful December Sock Toss in church brought in 237 pairs of socks. These went to the Caldwell Family Centre.

In addition, we bought 30 x \$10 Tim Horton gift cards for the homeless in the market area. Individual members of the congregation also donated hats, gloves, scarves, and 25 x \$10 Tim Horton gift cards for the homeless.

Total Donations: \$ 9,292.00
We spent in total: \$ 7,800.00
Our closing balance was: \$1,492.00

*Respectfully submitted,
Joan Dobson, Co-Chair, Hamper Committee*

C.3.4 United Church Women – The Phoebe Unit

The Phoebe Unit is now more like a friendship group. We try to meet the second Tuesday of the month at 1:30 and one of the ladies volunteer to host the meeting in their home. We are a group of 21 although on average turn out at any one meeting is 12. We don't meet in December nor do we meet in the summer months June through August.

We had a table at the bazaar and, of course, ladies volunteer at other areas as well. This is now the only activity Phoebe's participate.

We don't have a book club as such but we do review a book once during the year. We get suggestions from the ladies as to what they feel is a good read, and review it usually in February.

*Respectfully Submitted,
Pat Beauchamp*

C.3.4.1 UCW Financial Statement 2023

Balance Forward January 1, 2023 \$ 368.79

Income:

Offerings	237.00	

	237.00	237.00

		605.79

Disbursements:

Ottawa Mission	250.00	
Caldwell Family Centre	250.00	

	500.00	500.00

Balance as at December 31, 2023		\$ 105.79
		=====

Respectfully submitted
Sue Turcotte

C.3.5 Christmas Tag Project

Thank you to everyone who contributed to the Christmas tag project to raise funds to support projects in Iqaluit and the north this year. A total of \$450 was raised. Of this, \$148.40 was used to send supplies to a woman in Iqaluit (originally from Ottawa) who welcomes children to drop into her home for crafts, snacks, games etc. It provides a safe, warm, and fun place for them to be. Items included stickers, cookie dough, icing, construction paper, colouring books and other things that are very expensive to buy in Iqaluit. In addition, \$300 was used to support an initiative based in Quebec which prepares Friendship Art Kits to send to children in various northern communities including Iqaluit. The focus of the project is to tap into the creativity of children and youth to bring healing, provide an outlet for positive self-expression, and to strengthen cultural learning.

Respectfully submitted
Chris Tibelius

C.4 Communications and Events Committee

C.4.1 Communications

Our communications continued throughout 2023 with weekly E-News updates and website notices.

At the end of June, we no longer sent out our weekly email invitations to attend our virtual after-service gatherings on zoom. The pandemic was essentially over and people were attending services and our Coffee Time again.

Throughout the year, Mary Lynne Harvey was a key part of all our communications, as was Rev. Laura until she went on parental leave in August. Marcia Armstrong and Cynthia Fortura also came to be involved when Mary Lynne could not work. Their help has been indispensable.

In June, our website came under review. Together, Marcia Campbell, Rev. Laura, and Larry Dobson reviewed our website and discussed ways to improve it in order to better meet the needs of the congregation in the future. Over the next months, Larry, as webmaster of the site, set about to make this a more useful communication tool, both for the congregation and for those in the community who might want a good congregation to join. At year's end, Larry launched the revamped site.

C.4.2 Events

Our Coffee Time get-togethers continued each week following our Sunday services. Barb Williams continued to be involved. In the late fall, Rose Bernauer joined in to help as well. Thanks go out to both for their faithful and enthusiastic help.

On February 18th, our committee helped Harry Bender of the Ministry & Personnel Committee and Peter Fortura, Council Chair, as we at City View held Recognition Sunday to honour and thank Rev. Laura for her ongoing work with us.

On March 16th, we had an "Afternoon at the Movie" event. With popcorn, juice, and cookies in hand, 17 watched the uplifting and enjoyable movie called "Happy" that Rev. Laura had recommended for us.

On April 16th, we helped Kim Benjamin and her ad hoc 'Tiger Team' with their "Bringing People Together" event. After months of preparation, Kim and her team successfully filled Room 1 with enthusiastic individuals ready to discuss the church's future.

On April 23rd, we worked with Joanne Lewis and the Outreach committee. Joanne had invited Susan Harrison and her two assistants from 'Dying with Dignity, Ottawa' to talk about "Dying with Dignity". Nearly 30 people attended this informative event.

On May 12th, we invited Alyson Graham of the Alzheimer Society of Ottawa and Renfrew County to talk about Alzheimers and other forms of dementia. 13 people attended this very useful presentation, many being inspired to ask questions and discuss personal situations with people they knew who had dementia.

On June 11th, we held our annual in-door Church Picnic. 63 people attended and enjoyed this annual get-together. A highlight was our Baby Shower we threw in anticipation of Rev. Laura's soon-to-arrive baby in August.

On September 10th, we held our 'Welcome Back 'luncheon following our service. 55 people attended and enjoyed meeting up with others again after our long hot summer. Susan Hopkinson, our guest speaker in the morning service, attended and talked further with individuals about the Caldwell Food Bank, which was now working out of our church in the MCDC wing since mid-August.

On November 19th, we held our annual Snowflake Bazaar and Craft Fair. Beginning October 10th, under the direction of Janet Hrnchiar, the committee of five (Janet, Kim Benjamin, Anne Mulholland, Mary Charboneau, and Larry Dobson) held weekly Zoom meetings in the lead-up to this big event. In the end, 59 workers and outside vendors plus several Scouts, worked with the overflowing crowds and achieved another very successful year of sales. Many thanks go out to all those who were involved.

Our Committee includes:
 Chairperson: Larry Dobson
 Minister: Rev. Laura Springate (Jan. to Aug.), Rev. Jim Baldwin (since Aug. to Dec. 31/23)
 Member: Joan Dobson
 Member: Carl Kritsch
 Member: Kim Benjamin
 Bazaar Coordinator: Janet Hrnchiar
 Website, Facebook: Larry Dobson, Kim Benjamin

At the end of 2023, we were happy to have Kim Benjamin join our committee. Her extensive work with her Tiger Team which has worked to bring people together in new and meaningful ways fits well with our wish to improve our website and Facebook communications.

*Respectively submitted,
 Larry Dobson, Chair*

C.4.2.1 Bazaar Income Breakdown by Area/Table for 2023

Tea Room	\$262.65
Silent Auction	224.00
Baking	1,841.55
Deli, jams & pickles	787.10
Soup, Chili, Quiche	1,332.00
Knitting & Sewing	642.00
Crafts	525.85
Jewelry, scarves	1,087.75
Phoebes	530.00
Misc table, treasures	581.00
Books-Adult	776.60
Toys	194.25
Books-Children & Media, puzzles	220.25
Vendor tables	<u>250.00</u>
 Grand Total:	 \$9,255.00

C.5 Finance, Administration and Property Committee

The role of the Finance, Administration and Property Committee is to coordinate matters related to the administration of the Church and oversee the maintenance and upkeep of Church properties, in collaboration with other Church committees. It is composed of three teams: 1) Finance and Administration; 2) Property; and, 3) Membership.

C.5.1 Finance and Administration Team

One of the tasks of the Finance and Administration Team is to ensure the Sunday offering as well as income from special events is counted and deposited in the bank. I would like to thank Dwayne Johnston and Grant Johnston for taking the lead on this important task and other volunteers who help them out.

*Respectfully submitted,
Karl Tibelius*

C.5.2 Property Team

The Property Team continues to oversee the maintenance of the Church facilities and surrounding property in keeping with its mandate. We are a small committee of three that meets on an “as required” basis but maintain contact with each other on a regular basis to ensure ongoing services such as snow removal, lawn mowing and upkeep of heating systems are performed, as well as organizing other property-related projects as required.

Regular inspections of certain systems such as the elevator and heating system are carried out by government authorities. I’m pleased to report that we continue to meet the necessary regulatory requirements.

One major activity carried out during 2023 was the repair of the Epworth parking lot entrances and the area around the manhole cover by a paving contractor. Another was the hiring of an arborist to remove broken branches and prune trees for safety and to prevent damage to buildings.

Other activities included the replacement of the broken window in Room 12, the repair of the sanctuary roof damage caused by squirrels, the replacement of eight obsolete smoke detectors, the trimming of the hedge on the west side of the parking lot, and the clearing of blocked drains in the Friendship Room kitchen, men’s washroom, boiler room and washroom near the office.

The Property Team contributed their expertise to the preparation and maintenance of the former Memorial Christian Development Centre (MCDC) for use by the Caldwell Food Bank by providing input on the proposed plans and lease and then changing locks, repairing windows, replacing light fixtures, organizing repairs to the heating system, etc.

Ongoing projects include the installation of a water powered backup system for the sump pump in the elevator room and the installation of a backflow prevention device on the main water supply to comply with City by-laws.

Much of the ongoing day-to-day maintenance is carried out by Church members who give of their time and talents to complete these tasks thereby reducing the financial cost of this work. I would particularly like to thank Dave McGale and Wayne and Liz Mitchell for their work in completing a host of

miscellaneous tasks indoors and outdoors throughout the year. Thanks as well to Patrick Pearson who carries out various minor maintenance jobs inside and out while performing his custodial duties.

While there was no formal outdoor cleanup in the spring, several congregation members pitched in on an ad hoc basis to carry out the various tasks required. The Fall Outdoor Cleanup took place on a sunny and brisk morning in early November. About 14 enthusiastic volunteers participated in a very successful event, with many leaves raked and other jobs completed. Timbits and hot chocolate added to the enjoyment and spirit of fellowship. Thanks in particular to Steven Bergman for getting the word out to the young people in the congregation and organizing the “consumables”, and Wayne and Liz Mitchell for their guidance in the cleanup activities.

And lastly, my thanks to my fellow Committee members – Dave McGale and Jim Strong - for their continued commitment and advice.

*Respectfully submitted,
Karl Tibelius, Property Team Lead
Council Representative for the Finance, Administration and Property Committee*

C.5.3 Membership

We updated our Membership records for about 1/3 of the congregation last spring and we are presently finishing another 1/3 as I write this report. We thank you for your co-operation in this matter.

See Page 3 of this report to see those members of our church we have regretfully had to say goodbye to during 2023.

Jean Tanner, a long serving member of your Membership Committee has resigned. Her interest and dedicated work will be missed.

We are fortunate to have Barb Williams join the committee this year. Our members now consist of Jim Watchorn, Betty Renwick, Barb Williams and Ken Mitchell

We again thank Mary Lynne Harvey for keeping track of the information on our database of our membership role.

*Respectfully submitted,
Ken Mitchell, Chair of Membership Sub-committee*

C.5.3.1 Membership Statistical Report For 2023

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Number of Households within Congregation	202	229	234	230
Number of Members within Congregation	212	236	271	297
Number of Adherents within Congregation	113	155	207	257
Number of people under the pastoral care of CVUC	<u>325</u>	<u>391</u>	<u>478</u>	<u>554</u>

The decreases are largely due to reviews by the Membership Committee that remove inactive members and adherents from our database and historic rolls.

	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>
Received members during the year by:				
Confirmation	0	0	0	0
Profession/Reaffirmation of Faith	0	0	0	2
Transfer of Membership	4	0	0	2
Members Removed from Roll by:				
Death	7	8	6	12
Transfer	2	0	0	0
Request (of member)	0	0	0	1
Action of CVUC Council	19	0	20	0
Additional Activities Conducted by CVUC Clergy:				
Number of infant baptisms	0	1	0	0
Number of adult baptisms	0	0	0	0
Number of marriages	0	0	0	0
Number of funerals	2	0	3	3

C.6 Ministry & Personnel Committee

The Ministry and Personnel (M&P) Committee serves as the Human Resources department for CVUC. We consult with our staff on a regular basis to discuss any issues or matters related to working conditions and work relationships. The committee is responsible for updating job descriptions; hiring staff, pulpit supply, and temporary help; issuing service contracts; making recommendations to Council on compensation; and coordinating the annual reviews of our staff. On behalf of Council, the M&P committee also manages our Health and Safety Program, our Emergency Response Plan, and the Accessibility Committee.

As COVID cases subsided early in the year, we phased out most of our COVID processes and restrictions for staff, parishioners, and renters. Wearing a face mask is now optional for everyone in the building.

On another health-related matter, we implemented the new Canada Labour Code policy to make menstrual products available to our employees free of charge. We have put pads and tampons in washrooms so that any staff member who needs them while at work has access. The aim of this new policy is to increase productivity, reduce absenteeism, and reduce period anxiety, shame and stigma.

A significant policy change we made was updating our Wedding and Funeral policy to comply with the United Church Manual which states that ***if a former minister, is asked by a member or adherent (or their families) to preside at a baptism, communion service, wedding, or funeral, that minister must refer the request to the current minister and may preside or participate only with the approval of the current minister and Council.*** For example, enforcing this policy will ensure that our current minister is consulted about and able to attend the funeral of a parishioner, and therefore is better able to provide the subsequent pastoral care needed by both the bereaved family and the congregation.

We were pleased to welcome **Camelia Eid** in March to lead our Sunday School and Youth Program. She is a committed and enthusiastic leader with over 20 years of experience, educating, mentoring, and providing academic support to children and youth. She is currently in her second year of the Early Childhood Education Program at Algonquin College.

In July, we welcomed **David Tagoe** to serve as an Audio-Video Technician to supplement our core of volunteers who manage the audio, the video screen projection, and the livestreaming for our Sunday services. David brings a wealth of experience as he currently provides A/V support in the House of Commons and at the Ottawa Hospital.

In August, we welcomed **Rev. Jim Baldwin** for a one-year appointment to cover Rev. Laura's maternity/parental leave. Rev. Jim was a member of the choir at City View before going to university and he was sponsored by City View to be a candidate for ministry. After 38 years serving in other churches, he and his wife, Val, have decided to return to City View on his retirement. We are thrilled to have them back in our midst.

We want to thank **Marcia Armstrong** who filled in as office administrator in January and February while Mary Lynne was dealing with back issues. We thank **Marcia** again and **Cynthia Fortura** for co-sharing the office administrator role in October and November while Mary Lynne was recovering from a broken wrist. Thank you too to **Richard Zay** who filled in as custodian supply this year.

On behalf of the congregation, we want to express our appreciation to all our staff who served CVUC this year:

- **Rev Laura Springate, minister**
- **Rev Jim Baldwin, minister**
- **Svetlana Logigan, music director and organist**
- **Cameiia Eid, Sunday school and youth program director**
- **David Tagoe, audio-visual technician**
- **Mary Lynne Harvey, office administrator**
- **Marcia Armstrong, supply office administrator**
- **Cynthia Fortura, supply office administrator**
- **Lei Han, bookkeeper, and envelope secretary**
- **Patrick Pearson, custodian**
- **Richard Zay, supply custodian**
- **Graham Steeden, building security (night lockup)**

Each in their own area of ministry or service demonstrated their dedication and commitment to City View in 2023.

I also want to thank the committee members, **Ev Zytveld** and **Holly Kritsch**, who have once again provided sound advice and support in dealing with M&P matters this year.

*Respectfully submitted,
Harry Bender, Chairperson M&P*

C.7 Board of Trustees

Members: Peter Charboneau (Chair), Dorothy Latour, Dianne Watchorn.

Insurance: We continue to be insured under the General Insurance Plan for the United Church of Canada by HUB Insurance, covering Property Loss; Damage from Boiler/Machinery Breakdown; Crime Loss; and General Liability. Directors and Officers Liability Insurance is covered under a separate national policy of the United Church of Canada.

Investments: Funds nominally under the direction of the Trustees have been reinvested with the other Church reserve funds. There is an Investment Policy in place.

Drew Shouldice Bursary:

Members of Board in 2023:

Rev. Laura Springate, Rev. Jim Baldwin (Chair)
Marilyn Shouldice MacIvor (family member)
Larry Dobson (Year 5 of 4-year renewable term)
Bruce Petrie (Year 5 of 4-year renewable term)

The Bursary Fund is in sound condition financially.

Financial Status:

2022 Closing Balance:	\$29,288.42
2023 Investment Income	848.00
Bursary Amount 2023	00.00
2023 Closing Balance	\$30,136.42

There were no applicants for The Drew Shouldice Bursary in 2023 so no bursary was awarded.

Rentals: The day-to-day administration of the use and rental of Church space is ably managed by Mary Lynne Harvey. This was an exceptional year for both the church and Mary Lynne. We received \$75,000 in rentals from approximately 40 different tenants using our church space. The Sanctuary is rented on both Saturday afternoon & Sunday afternoon. The kitchen off the Friendship Room is rented to [Yasmin Syrian Food from the Heart](#) and we have leased the room under Room 1 to the Caldwell Family Centre Food Bank. We continue to look for a long-term tenant for Room 1, and are engaged in active discussions with several prospective tenants.

A new rental schedule was put in place in December 2023 for long term, casual and short-term rentals.

*Respectfully submitted,
Peter Charboneau, Head Trustee*

C.8 Eastern Ontario Outaouais Regional Council

The Eastern Ontario Outaouais Regional Council (EOORC) Annual General Meeting was held in Brockville on May 26-27, 2023 in person and via Zoom.

There was considerable discussion on the issues surrounding Remit 1 (Autonomous Indigenous Church). A part of this involved communicating with Pastoral Charges about the importance of voting on the current remit, since ALL Pastoral Charges are counted in the vote and if no vote is held by a Pastoral Charge, it is counted as a "No" vote on behalf of that Pastoral Charge.

The Regional Council included holding a vote on the Remit 1, which passed overwhelmingly.

There was also a conference held on October 13-14, 2023 in Bell's Corners United Church to bring Indigenous Speakers from Western Canada, and Eastern Canada together to talk about Remit 1, particularly from the Indigenous Viewpoint.

A Strategic Plan Development Process was launched at the EOORC annual meeting in Brockville on May 26-27, 2023. Table groups were asked to discuss the gifts and needs of the Regional Council. They were then asked to imagine what the United Church will be in 10 years time and what would be needed in the next 2-3 years.

The CVUC representatives to the Eastern Ontario Outaouais Regional Council Representative for 2023 were Rev. Laura Springate, and lay reps Ev Zytveld and myself, Jim Watchorn.

*Respectfully submitted,
Jim Watchorn, EOORC Representative and CVUC Council Member*

D FINANCIAL REPORTS

The financial statements for the year ended December 31, 2023 and the Operating Fund and Building Repairs and Improvement Fund Budgets for 2024 are presented for your consideration on the following pages.

For our Operating Fund, givings for the year, at \$175 thousand, were below our target of \$180 thousand. Rental income, however, exceeded our \$50 thousand target by \$25 thousand. Other income (bazaar, investment, HST refunds and miscellaneous) amounted to nearly \$43 thousand, exceeding our target by \$7 thousand, due entirely to anticipated recovery from the UCC of approximately \$11 thousand in payments provided to Reverend Laura under the UCC maternity leave program. Overall, revenue at year end for the Operating fund (\$293 thousand) was about \$28 thousand above our budget target of \$265 thousand.

Operating expenditures, however, at \$320 thousand, were about \$23 thousand above our target, due mainly to sharply higher insurance, utility and maintenance costs. Ministry and Personnel expenditures also were slightly above our budget target, although, as noted above, we expect reimbursement of approximately \$11 thousand.

Given total revenues of \$293 thousand and expenditures of \$320 thousand, our Operating account recorded a deficit of \$27 thousand for the year, about \$5 thousand below our \$32 thousand deficit target.

For the Building Repair and Improvement Fund, givings were nearly \$2 thousand above our target of \$15 thousand, while expenditures, at just under \$15 thousand, were above our \$10 thousand target. As a result, the fund ended the year with a surplus of less than \$2 thousand, which was below our target of \$5 thousand.

Donations to both the Mission and Service Fund (\$30 thousand) and Community Care and Outreach programs (\$4 thousand), which are passed on directly to the United Church and to local community organizations, were down about 14% and 8%, respectively, continuing the downward trend of recent years. Memorial Fund donations in 2023 (\$6 thousand) were up significantly, reflecting, sadly, the loss of several longstanding members of our congregation. Hamper Fund revenues also were up substantially, benefitting from a bequest of \$10 thousand to support the program in the years ahead.

For 2024, the proposed budgets for the Operating and Building funds, which were reviewed and approved by Council at its January meeting, are predicated on maintaining the current level of givings (a significant challenge, given the loss of contributors during the past year), and on the assumption that rental income and bazaar revenues also can be maintained at current levels. Investment income is projected to decline somewhat, since some of our investment reserves will continue to be used to finance our Operating Fund deficits. New this year, we have set a target of \$5 thousand for special fundraising initiatives, the nature and timing of which have yet to be determined. On the expenditures side, provision has been made for inflation (including a 6.3% increase in salary levels), but it is assumed that there will be no significant changes in current levels of staffing or program activities, and that there will be no requirement for extraordinary building repairs or renovations. Several options are under study with respect to long-term rental of our vacant space, but pending future decisions no provision for renovation expenditures or additional rental income has been included in the 2024 budget presented here. Based on these assumptions, the Operating Fund is projected to be in deficit by \$40 thousand at year-end, while the Building Fund would have a surplus of \$4 thousand. Council will closely monitor our financial situation throughout the year and, if necessary, recommend updates to the budgets presented here.

I would like to thank our bookkeeper, Lei Han, for his valuable support in preparing our financial statements for the past year. My thanks also go to members of Council for their advice and assistance in developing the proposed 2024 budgets.

*Respectfully submitted,
Bruce Petrie, Treasurer*

D.1 Statement of Revenues, Expenses and Balances

CITY VIEW UNITED CHURCH							
STATEMENT OF REVENUES, EXPENSES AND FUND BALANCES							
YEAR ENDED DECEMBER 31, 2023							
	OPERATING	BUILDING REPAIR & IMPROVEMENT Note 3	MEMORIAL	SPECIAL PURPOSE AND OUTREACH Note 4	TOTAL 2023	TOTAL 2022	
REVENUE							
Givings	\$ 175,212	\$ 16,665	\$ 5,986	\$ 53,841	\$ 251,704	\$ 250,534	
Rentals	\$ 75,196				\$ 75,196	\$ 49,219	
Investment income	\$ 12,821				\$ 12,821	\$ 7,512	
Other	\$ 30,157				\$ 30,157	\$ 18,643	
TOTAL	\$ 293,386	\$ 16,665	\$ 5,986	\$ 53,841	\$ 369,878	\$ 325,908	
EXPENSES							
Ministry & Personnel	\$ 206,132				\$ 206,132	\$ 186,253	
Finance & Administration							
Finance	\$ 40,284				\$ 40,284	\$ 40,070	
Property	\$ 71,914	\$ 14,849			\$ 86,762	\$ 90,021	
Worship & Education	\$ 1,375				\$ 1,375	\$ 2,376	
Communications & Events	\$ 762				\$ 762	\$ 369	
Community Care & Outreach	\$ -			\$ 4,024	\$ 4,024	\$ 4,876	
Mission & Service				\$ 27,397	\$ 27,397	\$ 36,816	
Other				\$ 8,750	\$ 8,750	\$ 10,747	
TOTAL	\$ 320,467	\$ 14,849	\$ -	\$ 40,171	\$ 375,486	\$ 371,528	
REV less EXP	\$ (27,081)	\$ 1,816	\$ 5,986	\$ 13,670	\$ (5,608)	\$ (45,620)	
Beginning of Year	\$ 178,431	\$ 23,288	\$ 78,577	\$ 18,817	\$ 299,113	\$ 344,733	
End of Year	\$ 151,350	\$ 25,105	\$ 84,563	\$ 32,487	\$ 293,505	\$ 299,113	

D.2 Statement of Financial Position as of December 31, 2023

CITY VIEW UNITED CHURCH		
STATEMENT OF FINANCIAL POSITION AS OF DECEMBER 31, 2023		
	<u>2023</u>	<u>2022</u>
CURRENT ASSETS		
Cash, receivables	\$ 20,788	\$ 4,059
Other	\$ 11,120	\$ 10,774
	<u>\$ 31,909</u>	<u>\$ 14,833</u>
INVESTED ASSETS (Note 2)		
TD Waterhouse Account	\$ 424,718	\$ 473,770
BCE shares (book value)	\$ 377	\$ 377
	<u>\$ 425,095</u>	<u>\$ 474,147</u>
CHURCH PROPERTY (at cost)		
Land	\$ 11,000	\$ 11,000
Building	\$ 650,174	\$ 650,174
Equipment	\$ 61,964	\$ 61,964
	<u>\$ 723,138</u>	<u>\$ 723,138</u>
TOTAL ASSETS	<u>\$ 1,180,141</u>	<u>\$ 1,212,118</u>
REPRESENTED BY:		
Equity in Church Property	\$ 723,138	\$ 723,138
Trustee-Managed Funds (Note 5)	\$ 140,236	\$ 139,388
Memorial Fund	\$ 84,563	\$ 78,577
Building Fund (Note 3)	\$ 25,105	\$ 23,288
Special Purpose & Outreach Funds (Note 4)	\$ 32,487	\$ 18,817
Current liabilities	\$ 4,550	\$ 2,366
Prepaid rent	\$ -	\$ 33,000
Security Deposit	\$ 2,500	
Federal Government Loan	\$ 40,000	\$ 40,000
Retained Earnings	\$ 127,562	\$ 153,544
TOTAL	<u>\$ 1,180,141</u>	<u>\$ 1,212,118</u>

D.3 Notes to the 2023 Financial Statements

CITY VIEW UNITED CHURCH							
NOTES TO THE 2023 FINANCIAL STATEMENTS							
Note 1	Accounting Policy: City View United Church is a registered charitable organization exempt from income taxes. The consolidated financial statements have been prepared on an unaudited basis and reflect the following significant accounting policies: - Donations given to the church with specific restrictions are used only for those purposes - Church-owned assets are reflected at cost. - Investments are reported at cost plus accumulated and accrued income.						
Note 2	Investments: The funds are invested with TD Waterhouse as follows:						
	Cash/Investment Savings Account						\$148,813
	Fixed income (GICs, bonds, etc)						\$200,797
	Equities (Exchange traded funds, shares)						\$75,108
	TOTAL						<u>\$424,718</u>
	As of December 31, 2023, the market value of the above securities, provided they are not cashed before maturity, was \$438,802.						
Note 3	Building Repairs and Improvement Fund:						
		OPENING	REVENUE	EXPENSE	TRANSFERS	FUND	
		BALANCE			IN (OUT)	BALANCE	
		\$ 23,288	\$ 16,665	\$ 14,849	\$ -	\$ 25,105	
Note 4	Special Purpose & Outreach Funds:						
		OPENING	REVENUE	DISBURSE-	TRANSFERS	FUND	
		BALANCE		MENTS	IN (OUT)	BALANCE	
	Mission and Service	\$ (2,257)	\$ 29,654	\$ (27,397)	\$ -	\$ -	
	Outreach	\$ (210)	\$ 3,795	\$ (3,585)	\$ -	\$ -	
	Benevolent	\$ 11,301	\$ 600	\$ (950)	\$ -	\$ 10,951	
	Christmas Hampers	\$ 8,697	\$ 19,292	\$ (7,800)	\$ -	\$ 20,189	
	Sunday School Projects	\$ 1,027	\$ -	\$ -	\$ -	\$ 1,027	
	Change for Change project	\$ 259	\$ -	\$ -	\$ -	\$ 259	
	Iqaluit Project	\$ -	\$ 499	\$ (438)	\$ -	\$ 61	
		\$ 18,817	\$ 53,841	\$ (40,171)	\$ -	\$ 32,487	
Note 5	Trustee Managed Funds:						
	Shouldice Bursary Fund		\$ 30,136				
	W. MacLachlan Fund		\$ 25,000				
	MacLachlan Fund		\$ 23,057				
	Mary Freeman Fund		\$ 61,666				
	BCE Shares		\$ 377				
			<u>\$ 140,236</u>				

D.4 Summary of 2023 Givings

Average Yearly Givings

Yearly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$50.00	18	\$670.00	11.25	0.28
\$50.01 - \$100.00	13	\$1,250.00	8.12	0.51
\$100.01 - \$200.00	10	\$1,490.00	6.25	0.61
\$200.01 - \$500.00	26	\$9,522.00	16.25	3.92
\$500.01 - \$1000.00	28	\$20,366.00	17.50	8.38
\$1000.01 - \$5000.00	54	\$113,297.00	33.75	46.61
\$5000.01 - \$10000.00	8	\$57,753.80	5.00	23.76
>\$10000.00	3	\$38,732.41	1.87	15.93

Grand Totals: 160 \$243,081.21 100 100

Average Yearly Giving Per Person: \$1,519.25

Average Monthly Givings

Average Monthly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$25.00	52	\$6,440.00	32.50	2.65
\$25.01 - \$50.00	25	\$12,383.00	15.62	5.09
\$50.01 - \$100.00	28	\$25,938.00	17.50	10.67
\$100.01 - \$200.00	30	\$56,767.00	18.75	23.35
\$200.01 - \$500.00	16	\$55,612.00	10.00	22.88
\$500.01 - \$1000.00	8	\$70,041.21	5.00	28.81
\$1000.01 - \$5000.00	1	\$15,900.00	0.62	6.54
>\$5000.00	0	\$0.00	0.00	0.00

Grand Totals: 160 \$243,081.21 100 100

Average Monthly Giving Per Person: \$126.60

Average Weekly Givings

Average Weekly Givings	# of Givers	Amount Given	% of Total Givers	% of Total Amount
\$0.01 - \$2.00	31	\$1,920.00	19.37	0.79
\$2.01 - \$5.00	14	\$2,440.00	8.75	1.00
\$5.01 - \$10.00	22	\$8,572.00	13.75	3.53
\$10.01 - \$25.00	41	\$35,559.00	25.62	14.63
\$25.01 - \$50.00	28	\$55,562.00	17.50	22.86
\$50.01 - \$100.00	14	\$47,587.00	8.75	19.58
\$100.01 - \$200.00	7	\$52,708.80	4.37	21.68
>\$200.00	3	\$38,732.41	1.87	15.93

Grand Totals: 160 \$243,081.21 100 100

Average Weekly Giving Per Person: \$29.21

E. Proposed Budget for 2024

CITY VIEW UNITED CHURCH					
PROPOSED BUDGET FOR THE OPERATING AND BUILDING REPAIR & IMPROVEMENT FUNDS					
YEAR ENDING DECEMBER 31, 2024					
	OPERATING FUND		BUILDING REPAIR & IMPROVEMENT FUND (1)		
	BUDGET 2024	ACTUAL 2023	BUDGET 2024	ACTUAL 2023	
REVENUE					
Givings	\$ 175,000	\$ 175,212	\$ 17,000	\$ 16,665	
Rentals	\$ 75,000	\$ 75,196			
Investment income	\$ 10,000	\$ 12,821			
Bazaar	\$ 11,000	\$ 10,385			
Other(2)	\$ 12,000	\$ 19,771			
Fundraising initiatives	\$ 5,000				
TOTAL	\$ 288,000	\$ 293,386	\$ 17,000	\$ 16,665	
EXPENSES					
Ministry & Personnel	\$ 212,000	\$ 206,132			
Finance & Administration					
Finance	\$ 37,000	\$ 40,284			
Property	\$ 75,000	\$ 71,914	\$ 13,000	\$ 12,633	
Renovation Project			\$ -	\$ 2,216	
Worship and Education	\$ 2,000	\$ 1,375			
Communications & Events	\$ 1,000	\$ 762			
Community Care & Outreach	\$ 1,000	\$ -			
TOTAL	\$ 328,000	\$ 320,467	\$ 13,000	\$ 14,849	
REVENUE less EXPENSES	\$ (40,000)	\$ (27,081)	\$ 4,000	\$ 1,816	
SURPLUS (DEFICIT)	\$ (40,000)	\$ (27,081)	\$ 4,000	\$ 1,816	
Notes:					
1. Building Fund includes only significant repairs/renovations/acquisitions. Routine maintenance is included in the Operating Fund.					
2. Includes anticipated recovery of maternity leave top-up payments of \$11 thousand in 2023 and \$4 thousand in 2024.					

F APPENDICES

F.1 Minutes of the Annual General Meeting – March 5, 2023

**CITY VIEW UNITED CHURCH
ANNUAL GENERAL MEETING
March 5, 2023**

1. **CALL TO ORDER:** Karl Tibelius called the meeting to order at 10:35 am. There were 47 in attendance with an additional 10 people joining online.
2. **OPENING PRAYER:** Reverend Laura Springate opened the meeting with a prayer.
3. **AGENDA:** Karl reviewed the agenda for the meeting and it was moved by Dave McGale and seconded by Joan Dobson to approve the agenda as presented. CARRIED.
4. **NOMINATION OF CHAIRPERSON, SECRETARY, AND ALTERNATES**
 - a. **CHAIRPERSON:** It was moved by Wayne Mitchell and seconded by Christine Tibelius that Peter Fortura be nominated as Chair for today's Annual General Meeting and any subsequent congregational meetings during the year until next year's Annual General Meeting, with Karl Tibelius as alternate. CARRIED.
 - b. **SECRETARY:** It was moved by Cynthia Fortura and seconded by Elizabeth Oulton that Dave Carney be nominated as Secretary for today's Annual General Meeting and any subsequent congregational meetings during the year until next year's Annual General Meeting, with Steven Bergman as alternate. CARRIED.
5. **APPROVAL OF MINUTES**
 - a. **AGM FEBRUARY 27, 2022:** It was moved by Bruce Petrie and seconded by Wayne Mitchell to approve the minutes of the meeting dated February 27, 2022. CARRIED.
 - b. **CONGREGATIONAL MEETING MAY 18, 2022:** It was moved by Joan Dobson and seconded by Dave McGale to approve the minutes of the meeting dated May 18, 2022. CARRIED.
6. **ANNUAL REPORT REVIEW**
 - a. **CLERGY REPORT – SECTION A:** Reverend Laura thanked the congregation for its support during the past year as we began the return to regular services.
 - b. **CONGREGATIONAL INFORMATION – SECTION B:** Reverend Laura commented on the report and read aloud the names of those members and adherents of City View United Church who had passed in 2022.
 - c. **COMMITTEE AND GROUP REPORTS – SECTION C:** Peter Fortura commented on his report as Chair of CVUC Council and the important changes in 2022, noting Reverend Laura's third year as our Minister, the new hardware and software for live streaming of services, the hard work of Peter Charboneau on the Day Care project, and the ongoing support of our staff. He then reviewed

the Committee Reports highlighting the many positive achievements of all Committees during the past year. At the conclusion of his report, Elizabeth Oulton noted that, although the report states that there were no services during the power outage in 2022, there was a small gathering of congregants in the church. Liz Mitchell then offered a word of thanks to all of the new volunteers who now assist her with the gardening on the church grounds in the summer. Reverend Laura then noted an error in the report on page 14 indicating that there were no funerals in 2022. She would find the correct number and have the report reflect that. It was then moved by Kim Benjamin and seconded by Craig Suitor to approve Sections A, B, and C of the Annual Report. CARRIED.

- d. **REVIEW OF FINANCIAL REPORTS – SECTION D:** Bruce Petrie presented the financial reports for 2022 noting that our operating account recorded a deficit of nearly \$24 thousand for the year, about \$4 thousand more than our \$20 thousand deficit target. He thanked our bookkeeper Lei Han for his valuable support in preparing the financial statements for this past year and thanked members of CVUC Council for their advice and assistance in developing the proposed 2023 budgets. It was moved by Karl and seconded by Wayne to approve the financial reports for 2022. CARRIED.
7. **BUDGET FOR 2023 – SECTION E:** Bruce presented the proposed budget for City View United Church noting the estimated budget deficit of \$32,000.00. It was moved by Ev Zytveld and seconded by Peter Charboneau to approve the budget for 2023. CARRIED.
8. **MISSION AND SERVICE FUND GOAL FOR 2023:** Sheila Smith described the local and international outreach and support given by the Mission and Service Fund and made a motion to approve the Mission and Service Fund target of \$40,000 for 2023. The motion was seconded by Frank Poole and CARRIED.
9. **PLAYTIME DAYCARE RENTAL UPDATE:** Peter Charboneau outlined the background to the project and the information previously passed to the Congregation in 2022. He noted that CVUC had approved an expenditure of up to \$560,000 for renovations in preparation of rental occupancy by Playtime Daycare, and that Playtime had recently committed \$350,000 of their own funds to the project. In all, however, based on the most recent cost estimate for the project we are still \$178,000 short of the expected overall cost, which includes a 10% contingency amount. He reported that the shortfall was expected to be covered in large part by funding from both the City of Ottawa and the Province of Ontario. The most recent communication however from our City Councillor Laine Johnson indicated that no amount can be committed at this time and that funds for such a project “may be available” in 2024. Given that, Peter indicated that we could not include City/Province funding in our budgeting for the project. Peter indicated that there were other options to close the funding gap and these would be presented to Council over the next months for consideration. Gail Drysdale asked for specific details concerning the planned renovations for Room 1. Peter Charboneau and Peter Fortura both replied. Joan Dobson noted the escalation in costs for this project and asked where all the funding for the project might come from. Peter Charboneau

replied. Richard Zay asked if there were two or three bids on the project. Peter Charboneau replied outlining his involvement with all three potential contractors. Dave McGale asked how Playtime Daycare might get their \$350,000 back and Peter Charboneau noted some details of Playtime's financial support systems and experience in such projects. Dave then asked about the projected lack of real revenue from the project for the first five years. Peter Charboneau replied.

10. OTHER BUSINESS: There being no further business, Peter Fortura declared the meeting closed at 12:35 pm.

11. CLOSING PRAYER: Reverend Laura closed the meeting with a prayer.

Peter Fortura, Chair

Dave Carney, Secretary

F.2 CVUC Council 2023-24

POSITION	NAME
Ministers	Rev. Laura Springate Rev. Jim Baldwin
Chairperson	Peter Fortura
Vice-Chairperson	**vacant**
Secretary and Archivist	David Carney
Treasurer	Bruce Petrie
Head Trustee	Peter Charboneau
Ministry & Personnel	Harry Bender
Community Care & Outreach	Joanne Lewis
Communications & Events	Larry Dobson
Finance, Administration & Property	Karl Tibelius
Worship & Education	Steven Bergman
Regional Delegates	Jim Watchorn Ev Zytveld
Alternates	**vacant**

F.3 CVUC Committees 2023-24

COMMITTEE	POSITION	NAME
Executive		
Executive	Chairperson	Peter Fortura
	Vice-Chair	**vacant**
	Secretary	David Carney
	Treasurer	Bruce Petrie
Nominating	Chair (Vice-Chair or Past-Chair of Council)	**vacant**
	Members	**vacant**
		vacant
Board of Trustees		
	Head Trustee	Peter Charboneau
	Trustees	Dorothy Latour
		Dianne Watchorn
		Rev. Laura Springate
	Ministers	Rev. Jim Baldwin
Ministry & Personnel		
	Chairperson	Harry Bender
	Committee	Holly Kritsch
		Ev Zytveld
		vacant
Community Care & Outreach		
Council Representative Mission and Outreach Team	Leader	Joanne Lewis
		TBD
	Members	Lambert Okrah
		Frank Pole
		Dawn Hamilton
		Sheila Smith
		Rev Laura Springate
	Rev. Jim Baldwin	
Hamper Team	Leader	Joan Dobson
	Members	Barb Williams
		Fern McGale
Michele Suitor		
		Ron Horton

Pastoral Care Team

Leader	Joanne Lewis
Members	Claire Knudson Dorothy Latour Shirley Johnston Norma Johnston-Wells Marilyn Jensen Diana Riethman Ruth Anne Carney Janice Hopkins-Boucher Mary-Lynne Harvey
Ministers	Rev Laura Springate Rev. Jim Baldwin

Communications & Events

Chairperson	Larry Dobson
Bazaar Coordinator	Janet Hrnchiar
Website	Larry Dobson
Member	Joan Dobson
Member	Carl Kritsch
Member	Kim Benjamin
Member	Mary Lynne Harvey
Member	Rev. Laura Springate
Member	Rev. Jim Baldwin

Finance, Administration & Property

Council Representative		Karl Tibelius
Finance & Administration Team	Leader	TBD
	Treasurer	Bruce Petrie
	Envelope Coordinator	Dwayne Johnston Grant Johnston
	Members	**vacant** **vacant**
Membership Team	Leader	Ken Mitchell
	Members	Jim Watchorn Barb Williams Betty Renwick Rev Laura Springate Rev. Jim Baldwin

Property Team	Leader	Karl Tibelius
	Members	David McGale Jim Strong

Worship & Education

Chairperson	Steven Bergman
Usher Coordinator	Harry Bender
Communion Coordinator	Judy & John Wessels
Reader Coordinator	**vacant**
Audio Visual Operators	Craig Suito Steven Bergman Jim Watchorn
Sanctuary Decorations	Phyllis Potts
Nursery Co-Coordinator	**vacant**
Ministers	Rev Laura Springate Rev. Jim Baldwin

Internal Review

Reviewer	**vacant**
Reviewer	**vacant**