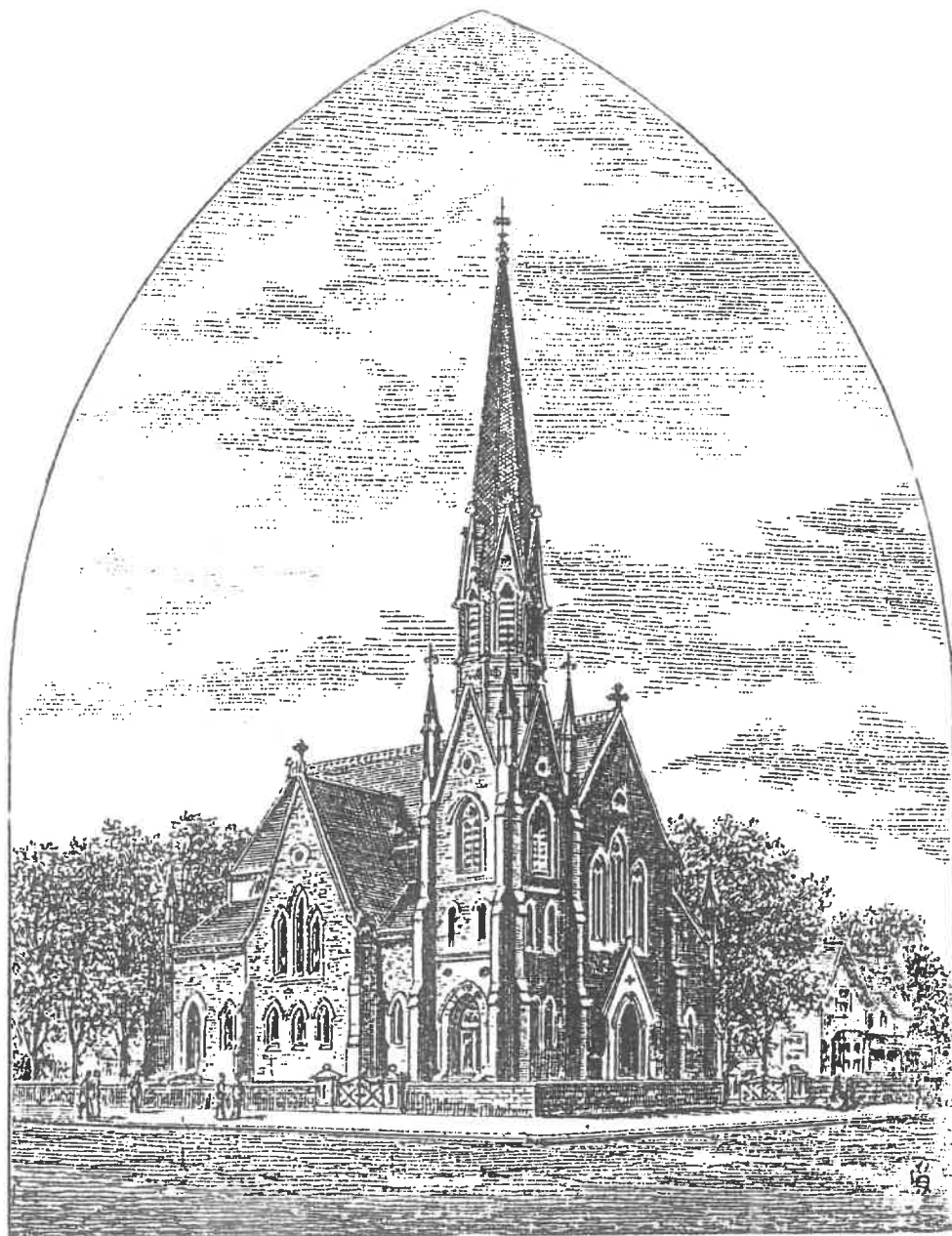


THE KIRK ANNUAL REPORT 2023



ST. JAMES PRESBYTERIAN CHURCH

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Rev. Amanda Henderson-Bolton

David Robinson, Action Clerk of Session
Timothy Rose, Recording Clerk of Session

The Statements and Reports of 2023, Presented to the Annual Congregational Meeting
Sunday, March 10, 2024

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STATEMENT OF PURPOSE THE KIRK OF ST. JAMES

We begin by acknowledging the traditional territory upon which we gather this morning. For many thousands of years, the Mi' kmaq have sought to walk gently on this land. They offered assistance to the first European travellers to this territory and shared their knowledge for survival in what was at times a harsh climate. We seek a new relationship with the Original Peoples of this land, one based in honour and deep respect.

St. James Presbyterian Church is a Christ-centered community where God is celebrated. We are committed to discerning and answering the Holy Spirit's call.

In response to God's call St. James is and will continue to be a spiritual community that:

- Worships joyfully in a manner that is Scriptural, inspirational, educational, active, varied and prayerful.
- Welcomes all in an open, inclusive, and caring manner, accepting that all are equal before God.
- Honours and takes care of each other as we seek to know God together in the spirit of Christ.
- Puts its faith into action visibly and tangibly in the surrounding community, serving through faith, speaking for Christ, and seeking justice.
- Remains connected to its heritage of faith, reform, and active witness, and looks forward in faith and confidence to God's presence.

AGENDA FOR 2023 ANNUAL MEETING HELD MARCH 10, 2024

1. Constitution of the Meeting
2. Appointment of Chair and Secretary
3. Approval of Agenda
4. Adoption of Minutes:
 - (a) 2022 Annual Meeting held March 12, 2023
 - (b) 2023 Congregational Meeting held November 5, 2023
5. Business arising from the minutes
6. Reports of Office Holders & Committees (a motion to receive all reports will be made once all are reviewed)
 - (a) Minister's Report
 - (b) Report of the Action Clerk of Session
 - (c) Report of the Trustees
 - (d) Report of the Roll Clerk
 - (e) Report of Presbyterian Women
 - (f) Session Committees:
 - (i) Christian Education – Sunday School & Nursery
 - (ii) Christian Education – Adult Programming
 - (iii) Cradle Roll Secretary
 - (iv) Pastoral Care
 - (v) Worship
 - (vi) Music
 - (vii) Heritage
 - (viii) Fellowship
 - (ix) Mission and Outreach
 - (x) Redevelopment
 - (xi) Inclusion
 - (xii) New Beginnings
 - (xiii) Sustainability
 - (xiv) Other Reports

(motion to receive all the above reports)
7. Management Reports
 - (a) Management Committee
 - (b) Property Committee Report
 - (c) Stewardship Committee Report

(motion to receive all the above reports)

 - (d) Treasurer's Report
 - (i) Financial Report for 2023 year (motion to receive financial report)
 - (ii) Review of Proposed 2024 Budget (motion to approve the budget)
 - (iii) Appointment of Accountants
8. New Business
9. Report of Nominating Committee (call for further nominations and motion to adopt report)
10. Recognition and remarks
11. Adjournment and closing prayer

**DRAFT MINUTES
ST. JAMES PRESBYTERIAN CHURCH
2022 ANNUAL MEETING
MARCH 12, 2023, KIRK HALL**

Attendance: 28 members and 3 adherents plus the Minister. (listing follows)

1. **Constitution of the Meeting** – Rev. Amanda Henderson-Bolton opened the meeting at 12:15 with prayer.
2. **Appointment of Chair and Secretary** – **MOVED** (Shauna Sullivan Curley/Kathy Large) That Daphne Dumont be appointed Chair of the meeting. **CARRIED.**
MOVED (David Harrison/Daphne Scott) That David Robinson be appointed Secretary of the meeting. **CARRIED.**
3. **Approval of Agenda** – **MOTION** (Ian Scott/Rebecca Wellner) That the Agenda be approved as circulated. **CARRIED.**
4. **Adoption of Minutes** – The Chair asked if there were any changes to be made to the minutes of the March 20, 2022 Annual Meeting or the October 24, 2021 Special Congregational Meeting to close Elder Elections. None being offered the Chair invited a motion to approve both sets of minutes. **MOTION** (David Robinson/Tim Rose) That the minutes of the March 20, 2022 Annual Meeting be approved as circulated. **CARRIED.** **MOTION:** (David Robinson/Constance Robinson) That the minutes of the October 24, 2021 Special Congregational Meeting be approved as circulated. **CARRIED.**
5. **Business Arising from the Minutes** – None.
6. **Reports of Office Holders and Committees** – All reports were presented and received as printed in the Kirk Annual Report for 2022.
 - a. **Minister's Report** – pages 10-11. Rev. Amanda noted that it was a real pleasure to see the congregation together again for this event after three years of COVID restrictions. The Chair observed that it is important for congregations to congregate!
 - b. **Report of the Action Clerk of Session** – pages 12-17;
 - c. **Report of the Trustees** – pages 18-19;
 - d. **Report of the Roll Clerk** – pages 20-23;
 - e. **Report of Presbyterian Women** – page 24-25;
 - f. **Christian Education, Sunday School and Nursery** – pages 26-27;
 - g. **Christian Education, Adult Programming** – page 28;
 - h. **Kirk N.E.R.D.S. Youth Group** – page 29;
 - i. **Cradle Roll** – page 29;
 - j. **Pastoral Care Committee** – page 30. The Chair noted that her mother at Whisperwood really appreciated the cards she receives keeping her in touch with the Kirk;
 - k. **Worship Committee** – page 31;
 - l. **Music** – page 32. Frances McBurnie sent apologies through Jocelyne Lloyd for her absence. She wished to add to her report a note of thanks to all who had donated to the Choral Scholars Fund, and especially the family of Nelson Hagerman, who donated a scholarship in memory of the late Barbara Hagerman;
 - m. **Heritage Committee** – pages 33;
 - n. **Fellowship Committee** – page 34;
 - o. **Mission and Outreach Committee** – pages 35-37;
 - p. **Redevelopment Committee** – pages 38-39;

- q. **The Stamper and Charlotte Residences** – page 40. Ian Scott observed that these reports seemed to overlook some recent events. The Chair noted that they had re-submitted last year’s report without realizing that there was new information to impart. Joyce Pickles, the Matron, has now retired and been replaced by the very capable Pooja Dulal, who has assumed the more up-to-date title of Director of Care. Mrs. Pickles’ husband, who had been the bookkeeper, also retired, and has been replaced by a volunteer who had recently retired from an accounting career. The Chair spoke warmly of the efforts of Linda Evans, the current Chair of the Residences, who has capably guided the institutions through COVID and a major change in leadership. She also expressed appreciation for the contributions of the Kirk’s other board member, Josephine Rose;
- r. **The Cundall Trust** – page 41;
- s. **Charlottetown and Area Christian Council** – page 41 and,
- t. **Kirk of St. James Inclusion Plan**, pages 42-51. David Robinson spoke to the Inclusion Plan. He noted that it originated in he and Jennifer Moss attending a PCC on-line course called “Rainbow Pathways”, which offers church leaders guidance on making their churches more welcoming to and safer for Lesbian, Gay, Bisexual, Transgender, Queer and Intersex people. He noted that the Kirk has always been a very welcoming place, as outlined in the forward to the Plan, but that Session, in approving the Plan, hoped to move even further towards being an affirming and inclusive space. Mr. Robinson noted that the Kirk has already hosted a number of the suggested events found in the Plan, like our recent Inclusion Moments, and Rev. Amanda’s timely reminders during worship of significant Inclusion-related dates. Plans are being made to have Sue Senior, one of the Co-Conveners of the Rainbow Communion of the PCC, visit the Kirk to speak about inclusion and offer a workshop on the subject in September 2023. Finally, Mr. Robinson noted that the Plan foreshadowed the establishment of a PCC-wide wedding registry that would serve as a guide to where to find affirming churches that are prepared to host/perform same-sex weddings. A couple of weeks ago the national church opened the registry and following a discussion at Session, the Kirk and Rev. Amanda have decided to join the registry and make it known that we are prepared to welcome same-sex couples who wish to be married here. He indicated that both he and Rev. Amanda are available to discuss this decision with any who wish to follow up on the subject.

MOVED: (Jennifer Moss/Janet Glass) That the above noted reports be received. **CARRIED.**

- 7. **Management Committee Reports** – All reports were presented and received as printed in the Kirk Annual Report for 2022.
 - a. **Management Committee** – page 52;
 - b. **Property Committee** – page 53; and
 - c. **Stewardship Committee** – page 54-55. David Robinson noted that given our current financial status, with a projected deficit of about \$9,000 for 2023, he expected that David Hooley, Stewardship Chair, who was absent, would likely be launching a stewardship initiative this year. He noted that he and his wife have already increased their monthly offerings by ten percent to help address the financial situation. He recognized that with inflation running high and many on fixed incomes, such an increase in givings would not be possible for all, but he encouraged everybody to look at what they might be able to do to address the deficit situation. He noted that even one extra weekly or monthly offering during the year would make a real and much appreciated contribution to restoring our finances to good health.

MOVED (David Harrison/Shaina Sullivan Curley) That the above noted reports be received. **CARRIED.**

d. **Treasurer's Report** – pages 56-57; Wayne McMillan drew attention to one aspect of his Treasurer's Report – a recommendation that Session establish a Standing Committee or Working Group to develop a plan for the Kirk's financial viability over the next 10-20 years. Such a plan is essential given Kirk demographics and the current state of our finances, with 2022 posting a \$6,000 structural deficit and the current year projecting a \$9,000 deficit. He noted that rising heating costs and lower than projected givings have been largely responsible for the state of our finances. He hoped that we could plan for such unexpected events, and achieve a favourable outcome.

i. **Financial Report for 2022 year** – pages 58-71. Wayne McMillan presented and explained the financial statements dated December 31, 2022 provided by accountants MRSB. He noted that the reports make it look like we have lots of cash on hand, which we do. He noted, however, that he always tries to build up a cash reserve in the early part of the year, because givings remain relatively low until the last few weeks of the year, and a buffer is required in order to make payroll and meet things like heating costs. He noted that the Session Accounts total about \$666,000. Most of this is related to the capital campaign. The total of Endowment Funds invested with the PCC last year was \$257,570. This year because of market losses that is down to \$217,595. This is still more than the original \$200,000 that was invested a few years ago. National office had not issued interest payments on these funds for all quarters this year because of market setbacks. This also affects our bottom line where income is concerned. Whereas we had just short of \$8,000 in interest income in 2021 we had only \$5,401 in interest income this past year. In terms of overall revenues, last year we had income of \$286,612, versus \$303,877 the year before. Most of this decline was due to weaker envelope offerings. In terms of expenditures, the big change was heating and electricity, with costs going from \$38,509 in 2021 to \$50,618 in 2022. Even with minimal discretionary maintenance being done to keep costs down, this utility cost meant a change in overall expenditures of \$292,700 for 2022 versus \$289,703 the year before. Mr. McMillan noted that Management Committee and the Redevelopment Committee are working together on ways to curb utility costs. **MOVED** (Wayne McMillan/David Harrison) That the above noted report be approved. **CARRIED.**

ii. **2023 Budget** – pages 72-75. Wayne McMillan guided the congregation through the 2022 and draft 2023 Budgets. He noted that a few people have gone off PAR and onto envelope offerings. The projected sums for both categories have been adjusted accordingly. Income sums have been adjusted upwards three percent to account for inflation and higher projected expenditures, but we would have needed to increase projections five percent upwards to break even. This means that there will be a projected \$9,000 deficit this year, hence the recommendation to Session that a Working Group be established to plan for the Kirk's long term financial viability. As the PCC has not paid interest on Endowment Funds the last two quarters, we are only projecting \$4,800 in interest income this year, versus almost \$8,000 two years ago. On the expenditures side, there has been an upwards adjustment to salaries for staff, to take account of high inflation and purchasing power changes. National Office recommended a 5.1 percent increase in salaries this year. Management initially recommended a three percent increase in salaries to Session. Session, however, felt that we should not expect our hard working and dedicated staff to shoulder the financial burden of inflation effects on our budgets. They therefore chose to budget for a 5.1 percent increase in salaries this year. This will add

about \$3,000 to our projected deficit for the year. We have also slightly increased the hours of work for Kathy Moreside, our Custodian, to better reflect the amount of work involved in upkeep activities. We no longer publish a breakdown of individual salaries in our budgets for privacy reasons, but Mr. McMillan noted that anybody who wanted to see the breakdowns could contact him for them. He noted that we are basically holding the line in other categories of expenditure like Worship, Mission & Outreach, Presbytery and Synod. The budget for Administration has been reduced from about \$50,000 to only \$30,000, in order to take account of the fact that about \$15,000 in unbudgeted designated donations are made each year, most affecting administrative costs. The repair and maintenance budgets have been cut back to a minimum – from about \$18,000 to only \$6,000. Only essential repairs will be done, other than work being paid for out of the capital budget. The result of these adjustments in total will be a \$9,000 deficit for the year. On the capital side of the ledger, it has been hard to get work going due to a lack of contractors, but progress is now being made. Painting on the clerestory will happen in June. This spring further stone work will also be done. The budget for the masonry work this year is \$150,000. We discovered that the upper wall of the south-west corner of the Upper Hall is leaning and needs reinforcement. We were advised that the cost of the repair – which was unbudgeted in our capital campaign – would be about \$75,000. Thankfully the actual bid for the work was about \$48,000. This unbudgeted work will be scheduled for the current year. Stones to repair the entrance ways at the Pownal and Tower doors were sent to Ottawa to be milled. Unfortunately some of the stones had cracks in them when milled, so replacement stones are being obtained so that this work can continue. Re-pointing stone on the exterior walls of the Sanctuary has been done up to the height that people can reach without scaffolding. Work above that level is to begin this year and will require staging. The Heritage Carpentry program of Holland College agreed to a multi-year program to rehabilitate our 62 windows. The exterior windows in the Hall were done this past fall, and we will soon learn which windows the program will repair this spring. We are having this work done at the cost of materials alone, as Holland College covers the labour cost, so this is a major area of savings for us. About \$45,000 was put in the capital campaign budget to remediate any asbestos or mold found during renovations. There has been concern raised that there may be asbestos in downstairs areas, including those rented by Lady Baker's Tea. Samples were taken on-site last week. We are waiting for testing to be done in that area, and will proceed with appropriate remediation once the test results come back. The basement is in need of significant work to make it an attractive and safe space. At the end of last year there was \$632,921 in the capital campaign account and if all pledges are honoured for this, the last year of the campaign, another \$137,000 will be received. This will not be enough money to address the whole list of restoration and improvement needs identified by Coles Associates in 2014, especially given eight years of inflationary effects, but it will see significant and welcome changes made. We will have raised \$1.2 million, which is \$200,000 more than our goal, and this is to be applauded. **MOVED** (Wayne McMillan/David Robinson) That the proposed 2023 budget be adopted as presented. **CARRIED.**

iii. Appointment of MRSB for Review Engagement. MOVED (Wayne McMillan/Constance Robinson) That MRSB be appointed for a review engagement completing the Kirk's financial statements in 2023. **CARRIED.**

Wayne McMillan received sustained applause for his dedicated work on the Kirk's finances.

j. New Business – None.

k. Report of the Nominating Committee – pages 76-77. David Robinson presented the report of the Nominating Committee. He thanked everybody who serves on a committee for their dedication to the Kirk and its mission. He also expressed gratitude to all those who responded positively to requests that they serve for the first time on a committee, or renew their service on a committee, for the coming year. Mr. Robinson drew attention to one aspect of the Report. It lists Wayne McMillan as Treasurer for 2023. The Action Clerk noted that Mr. McMillan is approaching 80 years of age and has served as Treasurer for about 45 years. He has long indicated a desire to be relieved of his Treasurer duties. He has done an exemplary job for which we are tremendously grateful, but the time has come to allow him to gracefully give up this heavy responsibility. Efforts have been made to identify a successor, but none have been successful. Therefore, the Action Clerk has written to Philip Champion, Convener of the Management Committee, asking that the Committee identify a successor to Mr. McMillan by December 2023. This would allow the successor to be involved in next year's budget process. The successor could be another volunteer. It could be a combination of more than one volunteer sharing the duties involved. It could involve hiring somebody to do some or all of the duties. Any of these options would be acceptable. Mr. Robinson indicated that the only option that is not acceptable is for Mr. McMillan to serve as Treasurer beyond next year's annual meeting. This is not a reflection on Mr. McMillan's capabilities, but a recognition that he has earned the opportunity to retire from the post. Mr. McMillan has our heartfelt thanks for devoted services. We will have an opportunity to thank him more fully at next year's annual meeting. The Chair asked if there were any further nominations three times. Hearing no further nominations, she declared the presented slate of nominees duly elected.

l. Recognition and Remarks – Rev. Henderson-Bolton began by expressing her pleasure at seeing the Kirk family gathered together again after the challenges of COVID. She acknowledged how hard the last three years have been for people. She noted that Session is working to re-start the New Beginning program that was delayed by COVID, and looks forward to the new ways we discern to serve God together as a community of faith. She invited people to share any thoughts, ideas or concerns that they have. She expressed thanks to Daphne Dumont for the gracious and engaging way that she always chairs our Annual Meetings. Rev. Amanda then moved on to the recognition of special volunteers in the congregation, presenting each with a card of thanks and a restaurant gift card. Daphne Dumont was recognized for her years of service as our annual meeting Chair, and especially for the completion of 40 years' dedicated service on the board of the Charlotte and Stamper Residences. Rosalie Darby was recognized for her faithful service with the Charlottetown Christian Council and in the Sunday School. Jessie Lees was recognized for her body of work as an Elder and as an insightful and helpful advisor on many issues, as well as her work most recently on the Charlottetown Christian Council, from which she retires at this annual meeting. David Stewart was recognized for years of dedicated and cheerful service in the Kirk Choir. Rev. Amanda noted that his voice was usually the first she heard on Sunday mornings as she prepared for worship. Helen Bartlett was recognized

also for years of dedicated and valued service in the Kirk Choir. Jocelyne and Simon Lloyd were recognized for a multitude of services – everything from service as Elders to leadership of the Choir and Worship Committee, work on the video live-stream feed, and unstintingly reliable support of our Upper Room ministry. Linda Evans was recognized for her leadership during difficult times of the Charlotte and Stamper Residence Board. David and Paulette Hooley were recognized for their joint service as Elders, for leadership of the Stewardship file, for chairing the very successful “Renewing Hope” Capital Campaign, for cheerful assistance with events like the Ceilidh and Christmas Tea, and for work on the Kirk sound system. Finally, Rev. Amanda thanked everybody whose efforts make the Kirk such a beautiful place to belong

- m. Adjournment and Closing Prayer** – There being no further business, on motion of Jennifer Moss, the meeting adjourned at 1:30 p.m. with a prayer from Rev. Amanda Henderson-Bolton.

Respectfully submitted,
David Robinson
Secretary

Attendance List for the 2022 Kirk Annual General Meeting, March 12, 2023

Members:

Katherine Burnett
Mary Burnett
Philip Champion
Rosalie Darby
Marjorie Darte
Rodney Dekker
Daphne Dumont
Janet Glass
David Harrison
Rev. Amanda Henderson-Bolton
Kathy Large
Jocelyne Lloyd
David MacNevin
Sherry Martin
Stephan Martin
Alan McLeod
Dawn McMillan
Wayne McMillan
Jennifer Moss
Constance Robinson
David Robinson
Josephine Rose
Tim Rose
Daphne Scott
Ian Scott
Shauna Sullivan Curley
David Toms
Jane Walker
Rebecca Wellner

Adherents:

Brian Doyle
Roy Main
Kelly MacWilliams

**DRAFT MINUTES
ST. JAMES PRESBYTERIAN CHURCH
SPECIAL CONGREGATIONAL MEETING
NOVEMBER 5th, 2023, IN THE SANCTUARY**

Attendance: 39 members attended. They are listed at the end of these minutes.

1. **Constitution of Meeting** – Rev. Henderson-Bolton constituted the meeting with prayer at 11:35 a.m.
2. **Nomination of Chair and Secretary** of meeting – **MOTION:** (Constance Robinson/Jennifer Moss) That Rev. Amanda Henderson-Bolton be appointed Chair and that David Robinson be appointed Secretary. **CARRIED.**
3. **Recitation of Steps** – Rev. Amanda invited David Robinson to recite the steps that brought the congregation to this meeting. He did so as follows:
 - a. At a duly constituted meeting on September 5, 2023, Session resolved to elect four Elders to Session.
 - b. On Sunday, October 1, 2023, noticed of this decision was given from the pulpit. It was announced that the election period would begin on Sunday, October 15, 2023 and close with a special congregational meeting on Sunday, November 5, 2023.
 - c. On Sunday, October 15, 2023 the election period began with the distribution of voting packages; and,
 - d. On Sunday, November 5, 2023 this special congregational meeting has been convened to close the election period and conclude the election for elders.
4. **Collection of Ballots** – Rev. Amanda asked if any had not yet been able to vote in the Elder election. Ballots were then distributed to those indicating a wish to vote. These ballots were then collected.
5. **Call to Close Nominations** – **MOTION** (Tim Rose/David Harrison) That nominations close on the 2023 Kirk of St. James Elder election. **CARRIED.**
6. **Motion to Adjourn** -- David Harrison.
7. **Close** – Rev. Amanda closed the meeting with a prayer at 11:45 a.m.

Attendance:

Christy Ashby	Linda Evans	David Hooley
David Ashby	Aniko Essek	Paulette Hooley
Mary Burnett	Linda Gallant	Kathy Large
Rosalie Darby	Janet Glass	Jocelyne Lloyd
Marjorie Darte	Linda Godfrey	Simon Lloyd
Daphne Dumont	David Harrison	Douglas Macmichael
Georgie Macmichael	Jennifer Moss	Ian Scott
Barbara MacNevin	Angela Oatway	Pamela Stewart
David MacNevin	Jason Oatway	Shauna Sullivan Curley
Sherry Martin	Constance Robinson	David Toms
Stephan Martin	David Robinson	Jane Walker
Stuart Matheson	Ron Russell	Rebecca Wellner
Frances McBurnie	Daphne Scott	Jane Wooldridge
Wayne McMillan		

MINISTER'S REPORT

It is always a humbling experience reflecting on the year that has passed and all that has happened. Going through the calendar for 2023 there have been moments of both joy and sorrow.

January always tends to be a quiet month after the busyness of the advent and Christmas season. While events were quiet, we did have a number of funerals for beloved members.

Late February was the beginning of Lent, starting with our Ash Wednesday service. We offered a Lenten study on Zoom throughout March. We also began to explore starting the New Beginnings program again. It had been halted halfway through the process due to covid restrictions.

In April we were able to host our Easter breakfast, egg hunt, and full service once again—the first time all the events have been able to happen since the pandemic. What an incredible feeling! We also hosted a Seder supper for Maundy Thursday. Hurricane Fiona had a big impact on our community and following on the heels of the challenges of covid, it felt like a lot of us were struggling. We decided to offer a service of Comfort and Healing near the end of April, to give us space to grieve and catch our breath.

The month of May had some behind the scenes work for New Beginnings, and at the end of the month we celebrated Pentecost. I was also able to offer worship services at Andrews of Stratford.

Moving into June we hosted another successful Book and Bake Sale. We also welcomed Carragh Erhardt from National Office who led a service with us. I had been asked to lead worship one of the mornings at General Assembly in Halifax which I was honoured to do.

I was lucky enough to be chosen as a Guder Scholar at Vancouver School of Theology, so I had some work to do in July to prepare for the course in August. It was an incredible experience learning about evangelism and the church from Priscilla Pope-Levinson, and the information dovetailed nicely with the work of New Beginnings, and the Facility Review Committee.

We hit the ground running in September, and in tandem with our Welcome Back BBQ we also hosted a “Kirk Under the Big Top” and Blessing of the Backpacks event for our youth and young people. There were special treats, games and prizes, and was a lot of fun.

October was our relaunch of the New Beginnings program, the Kirk Ceilidh, and a Service of Blessing and Memory for Pets.

November was set aside for the small group meetings for New Beginnings. We also offered a service for Infant Loss.

This led into our advent season. December was a mix of fun events, and some quieter events. It included our Christmas Centre Piece workshop, the Christmas Cream Tea, a Taizé service, and a Nativity Play. It was so cute seeing our youth and young people take part and they did an awesome job!

Overall looking at the past year we had a lot to celebrate like baptisms, weddings, new members, and events both old and new. We also had a lot of losses, and that was difficult. As we move into the new year, we will be looking at the findings from our New Beginnings report, and considering ways we can minister within our community. It is an honour and a privilege to walk alongside you in this ministry, and I give thanks for each and every one of you. Thank you for being the hands and feet of this community, for the love you share, and the work you do.

Respectfully submitted,

Rev. Amanda

REPORT OF THE ACTION CLERK OF SESSION

It is my honour to present, on behalf of Session, the 2022 annual report to the congregation of the Kirk of St. James.

The year 2023 saw the Kirk slowly begin to resume the normal cycle of activities that had been so badly interrupted by the COVID pandemic. It was a joy to stop wearing masks, start to resume pre-COVID worship practices, and see young people in the pews and in the Nursery again. We once again held in person fund raisers, and our many committee meetings were held in person again as well.

Session held 15 meetings during 2023, 10 regular meetings and five pre-Communion meetings. I cannot say enough about the esteem in which I hold the members of Session. They are dedicated, faithful, helpful, collaborative and cheerful in all that they do. I value their support and volunteerism greatly.

Our Kirk Annual Meeting was held on March 12, 2023 and for the first time since COVID struck, was preceded by a chili luncheon and held in the Upper Hall. After all of the formalities were concluded, Rev. Henderson-Bolton offered remarks and appreciation for volunteers. She expressed her pleasure at seeing the Kirk family gathered together again after the challenges of COVID. She acknowledged how hard the last three years have been for people. She noted that Session is working to re-start the New Beginning program that was delayed by COVID, and looks forward to the new ways we discern to serve God together as a community of faith.

Eight were then recognized for outstanding volunteerism at the Kirk. Daphne Dumont was recognized for the gracious and engaging way that she always chairs our Annual and especially for the completion of 40 years' dedicated service on the board of the Charlotte and Stamper Residences. Rosalie Darby was recognized for her faithful service with the Charlottetown Christian Council and in the Sunday School. Jessie Lees was recognized for her body of work as an Elder and as an insightful and helpful advisor on many issues, as well as her work most recently on the Charlottetown Christian Council, from which she retired at the annual meeting. David Stewart was recognized for years of dedicated and cheerful service in the Kirk Choir. Rev. Amanda noted that his voice was usually the first she heard on Sunday mornings as she prepared for worship. Helen Bartlett was recognized also for years of dedicated and valued service in the Kirk Choir. Jocelyne and Simon Lloyd were recognized for a multitude of services – everything from service as Elders to leadership of the Choir and Worship Committee, work on the video live-stream feed, and unstintingly reliable support of our Upper Room ministry. Linda Evans was recognized for her leadership during difficult times of the Charlotte and Stamper Residence Board. David and Paulette Hooley were recognized for their joint service as Elders, for leadership of the Stewardship file, for chairing the very successful "Renewing Hope" Capital Campaign, for cheerful assistance with events like the Ceilidh and Christmas Tea, and for work on the Kirk sound system. Finally, Rev. Amanda thanked everybody whose efforts make the Kirk such a beautiful place to belong.

Over the winter, considerable work was done, especially by Kathy Large, to improve the sound quality and viewer experience with our Kirk worship live streams. While the quality still leaves something to be desired, clear improvements were noted by viewers.

Over the winter, too, Rev. Amanda worked with the national office to re-start the New Beginnings congregational renewal program that had been interrupted by the COVID pandemic. Eventually we were assigned a new coach, the Rev. Peter Coutts of Calgary, and started to plan for the next phase of the program, which was small group meetings about possible Kirk futures. Additional and updated documentation to support these meetings was produced and hosts of the group meetings were recruited. Eventually four hosts agreed to

serve: Tim Rose, Ian Scott, Constance Robinson and myself. The hosts were offered training during a Transformational Ministry weekend led by Rev. Coutts during October 14-15, 2023, which also happened to be our Anniversary weekend. After a pause for the Kirk Ceilidh, the small groups met during November. The hosts will be collaborating on producing a report of their proceedings for the information of the congregation and for the guidance of Session, during the early part of 2024.

On the evening of March 14, 2023, Presbytery held its regular meeting at the Kirk. Rev. Amanda offered worship and was provided with musical accompaniment by Frances McBurnie.

During the winter and spring, Session and various Kirk committees began to plan for the Kirk's 200th Anniversary in 2025. Draft plans for a variety of events were produced, under the leadership of Constance Robinson.

On April 9, the Kirk celebrated a joyous Easter. We began the day with our traditional Easter "Sunrise" breakfast, hosted by Session. Then the children enjoyed an Easter Egg hunt in the Sanctuary. A splendid worship service and Communion followed, replete with special music provided by the Music department. It was a wonderful way to celebrate our Risen Lord!

Immediately following Easter, as Clerk of Presbytery, I attended the national church's Clerk's Consultation in Mississauga, ON. It was a lovely way to glean information from officers of the national church and network with other Presbytery and Synod Clerks from across Canada. I am grateful to Simon Lloyd for filling in for me with the Sunday School on April 16 while I was away.

On April 16, our worship service featured a rare multi-generational baptism service for Ron Russell, Angela Oatway and her two daughters, Charlotte and Juliette. It was wonderful to see a whole family embracing new life in Jesus Christ and proceeding on their individual faith journeys side by side.

Also in April, Session acted on a recommendation that Wayne McMillan, our Treasurer, had made at the Annual Meeting. He proposed a Sustainability Committee be struck to consider how our building might be better used to generate income, and how we might adjust financially to demographic trends that suggest that some of our most generous benefactors will pass away over the coming decade. Shauna Sullivan Curley and David Harrison very kindly agreed to co-chair this committee, and set about drawing up Terms of Reference and a membership list. The committee began work in earnest during the autumn.

On May 2, 2023 the Rev. Dr. Jim Farris celebrated his 100th birthday. The Kirk acknowledged the event alongside members of Rev. Jim's family on Sunday, April 30. He was presented with a smart speaker, which he could use to play some of his favourite hymns – a special request that we were glad to fulfil.

On Mother's Day, the Kirk concluded its third annual baby needs drive in support of the Island Pregnancy Centre. Once again, the Kirk family was generous in donating badly needed baby clothing, necessities, toiletries and play items for at risk mothers and their infants. Once again, we were supported in this endeavour by a \$1,000 grant from the Synod mission fund. That money helped to supplement our collection with diapers and baby wash items. All together, these donations helped the Island Pregnancy Centre provide about 25 mothers with baby needs gift bags during their one month check-in visits.

On Saturday, June 3, 2023, the Kirk held a spring fundraiser. It featured a lobster raffle, with prizes of \$200 worth of lobster and \$100 worth of lobster, and also a book and bake sale in the Upper Hall. Rev. Amanda and Amy Holloway laid a lot of the groundwork for this event, which was a big success, earning about \$4,700.

Late June is eagerly awaited by the children, as they anticipate the end of school for the summer. On June 25, we celebrated the end of the school and Sunday School years and congratulated our 2023 high school, college and university graduates. They included: Charlotte Lloyd, Rui McMillan, Samantha Watts, Maia Kalil, Dylan Rose, Hannah Aitken and Melissa Lewis. All were presented with graduation gifts. After the graduates were recognized, I presented all of the Sunday School, and Nursery children with our traditional Dairy Queen gift cards, with which to purchase a summer treat. I also presented the dedicated roster of Sunday School Assistants and Nursery Attendants with small thank-you gifts for their efforts in support of youth programming at the Kirk. Following worship we enjoyed a special fellowship time featuring cake and lemonade.

On Sunday, September 17, Session hosted our annual Welcome Back BBQ, featuring the wonderful gluten-free sausages that Rev. Amanda's family butcher shop provide. Rev. Amanda set up a number of games and activities for the children, which were a smash hit with our youngsters! The games were ably supervised by Nicole Harrison and Charlotte Oatway, whose assistance was greatly appreciated.

2023 was an Elder Election year, with four of our Session Elders slated for retirement – Katherine Burnett, Rodney Dekker Linda Evans and Glenda Montigny. All have served exceptionally well, and Session will miss their many and varied contributions. They will be recognized for their volunteer service at the 2024 Annual General Meeting. Our Elder Election began with notice extended from the pulpit on October 1, 2023, with the election period running from October 15 to November 5. We closed the election out on November 5 with a brief congregational meeting. The Kirk's four new Elders are, Katherine Burnett (returning), Nelson Hagerman, Jocelyne Lloyd (returning after a brief hiatus), and Josephine Rose. I look forward to welcoming them to Session and to working with them for the next number of years.

Sunday, October 15, 2023 was our Anniversary Sunday. It also marked a decade since Rev. Amanda answered the Kirk's call to ministry. I had the pleasure of presenting Rev. Amanda with a bouquet of roses to mark the occasion and show her just how much we love her and are grateful for her care and leadership of the Kirk flock.

October is Ceilidh month. Constance Robinson once again organized this annual fundraiser, which featured most of our traditional sales tables, less the plant table. A quilt raffle was also included again this year. A host of willing Kirk volunteers made sure that this event was supported by table conveners, book and treasure donors, bakers, cooks, cashiers and greeters. The event was a big success, raising about \$10,000.

On November 5 the Kirk marked Remembrance Day, and I was honoured to lay the wreath on behalf of veterans. This opportunity to honour the Kirk's war dead and those members of the Kirk family who sacrificed health of body or mind in the cause of freedom is always one that touches me deeply.

Advent was a busy time at the Kirk. We held our Advent Communion Service on December 3, 2023 in the beautifully decorated Sanctuary. December 10 was our Giving Sunday, during which we presented the donations that had been received for the Salvation Army's Christmas Hamper project, and for gift bags to distribute to Upper Room clients. Both projects were very well supported, providing Kirk members with a welcome opportunity to make Christmas a happier time for many with needs in our community. On Saturday, December 16, a committee led by Katherine Burnett, Georgie Macmichael, Constance Robinson and Shauna Sullivan Curley staged our second Christmas Cream Tea in a beautifully decorated Upper Hall. This delightful event raised about \$1,500 for the Kirk's coffers. The next day, the children of the Kirk presented a live Nativity play during worship, which was incredibly well received by a large congregation of supporters. Following worship a well-attended congregational luncheon was held in the Hall, highlighted by a very welcome visit by Santa Claus. I hosted the Kirk staff to a luncheon on December 19 to thank them for all of their efforts on our behalf over the

preceding year. This was, as always, a most enjoyable occasion. Two Christmas Eve services were held. The morning service featured a liturgy of the Four Gifts of Christmas. The evening service was our traditional service of lessons and carols. It was very well attended, filling the Sanctuary to near capacity.

In December I also received the welcome news that I have been nominated to be the Moderator of the 2024 General Assembly of the Presbyterian Church in Canada. An election will be held in March 2024 to determine which of four candidates will assume this national role in June. I want to thank all of the members of the Kirk who have extended good wishes in this regard. It is deeply humbling to have such wonderful support from my church family. Whether I am eventually selected for this role or not, it will be a highlight of my faith journey to have been nominated for this leadership position within the denomination.

The many events that I have recorded here, and many others that will be detailed in the committee reports that follow, would not be possible without the volunteerism and enthusiasm of many Kirk members. It is only because of the dedication of our members that we are able to achieve so much together. I want to salute all of those who helped to bring happiness and love to our congregation during 2023. They have gladly and fruitfully proven that they are Christ's hands and feet in a world that badly needs Jesus' love.

This will be my last report to you as Action Clerk of Session. I have been in the role for six years now, and feel that it is time to make way for new ideas and new leadership. I want to thank everyone from the bottom of my heart for the support I have received during my term as Clerk. Together, we have done amazing things. We raised \$1.2 million in a very successful capital campaign designed to renew the Kirk's historic fabric. We have navigated the highs and lows of the COVID pandemic and its aftermath. We have remained strong in mission, and started a new mission for at-risk mothers and their babies. We started, and are close to finishing, the congregational renewal process of the New Beginnings program. We have welcomed new members to our fellowship. While much remains to be done, we have made very good progress in rehabilitating our historic church's structure. I believe that we are in excellent shape to joyfully celebrate the Kirk's 200th anniversary, starting a year from now. I could ask for nothing more.

I am delighted that Shauna Sullivan Curley has agreed to succeed me as Action Clerk. She has a depth of experience in leadership roles both within government, within the voluntary sector, and at the Kirk. She has been a most dedicated Kirk volunteer for many decades, and is always thinking of ways to serve the Kirk family. She is now in her third term as a Session Elder – a fact that itself speaks to her exceptional commitment to the Kirk. I am sure that she will make an excellent Action Clerk. I wish her all the best as she takes on these new responsibilities, and ask that you provide her with the same outstanding support that you have so graciously offered me over the past six years.

Respectfully submitted,

David Robinson

THE KIRK SESSION 2023

Moderator: Rev. Amanda Henderson-Bolton B.A., M.A., M.Div.
Action Clerk of Session: David Robinson
Recording Clerk of Session: Timothy Rose

Elders:	Date of Ordination	Notes
Sullivan Curley, Shauna	April 26, 1998	
Robinson, David	June 23, 2002	Action Clerk of Session
Moss, Jennifer	January 6, 2008	
Harrison, David	March 4, 2012	
Robinson, Constance	May 29, 2016	
Dekker, Rodney	April 29, 2018	
Evans, Linda	April 29, 2018	
Montigny, Glenda	April 29, 2018	
Rose, Timothy	August 2, 2021	Recording Clerk of Session
Macmichael, Douglas	September 27, 2021	
Macmichael, Georgina	September 27, 2021	
Burnett, Katherine	March 27, 2022	

Non-Session Elders

MacNevin, David	April 23, 1978
Macnutt, Jim	April 23, 1978
Moase, Lorne	April 23, 1978
Lea, Jim	June 5, 1983
McMillan, Wayne	June 5, 1983
Ashby, David	May 28, 1989
Dumont, Daphne	May 28, 1989
Henry-MacDonald, Heather	May 28, 1989
Scott, Ian	May 28, 1989
Stewart, David	May 28, 1989
Hooley, David	January 30, 1994
Romcke, Margaret	January 30, 1994
Wooldridge, Jane	January 30, 1994
Burnett, Rob	April 26, 1998
Matheson, Stuart	April 26, 1998
Watts, Alan	April 26, 1998
Darte, Kathy	June 23, 2002
Lees, Jessie	August 4, 2002
Martin, Richard	June 23, 2002
Ashby, Christy	January 6, 2008
Bruvels, Mary Lynne	January 6, 2008
Diviney, Kay	January 6, 2008
MacKenzie, Don	January 6, 2008

Lloyd, Simon	January 10, 2010
Scott, Daphne	January 10, 2010
Halliwell, Michele	April 29, 2012
Godfrey, Linda	March 4, 2012
Hooley, Paulette	March 4, 2012
Stewart, Pamela	March 4, 2012
Toms, David	March 4, 2012
Toms, Valerie	April 29, 2018
Glass, Janet	March 2, 2014
Wellner, Rebecca	March 2, 2014
Lloyd, Jocelyne	May 29, 2016

TRUSTEES REPORT

(To the Annual Meeting, 2024)

Section 3 of *An Act Respecting St. James Presbyterian Church in Charlottetown* provides for Trustees “who shall be the signing officers for the corporation in relation to the sale, transfer, encumbering and conveying of the real or personal property vested in the corporation....”

The *Act* states that there shall be not more than three Trustees each of whom shall be a Professing Member. Trustees act on the instructions of and are subject to the direction of the Session.

The *Act* requires the Trustees to elect annually from their number a chair and such other officers as deemed advisable. Trustees hold office for a one-year term and are eligible for reelection. Current Trustees are: Shauna Sullivan Curley, Wayne McMillan and Donald MacKenzie.

During the year under review, the Trustees held two meetings, in person on January 30, 2024, and virtually on February 14, 2024. At the meetings, the following items were discussed:

A. Kirk Finances – Treasurer W. McMillan advised that there is a 2023 operating surplus of \$25,683 (rather than the budgeted deficit of \$9,251). This is largely a result of some significant donations late in the year. He noted that due to revenue shortfalls throughout most of 2023, in order to meet cash flow requirements \$10,000 was transferred from capital to operating and then transferred back in December. Mr. McMillan also advised that the operating deficit for 2022 was \$6,088, rather than the \$3,000 anticipated at the time of last year’s meeting of Trustees. Mr. McMillan informed Trustees that Management Committee has created a Finance Committee consisting of Mr. McMillan, David Harrison and Rodney Dekker to assist Mr. McMillan as treasurer and so that Mr. McMillan can share his detailed knowledge of financial matters relating to the Kirk.

B. Building Repairs

- (i) Operating - Maintenance expenses for the church (excluding the manse) were approximately \$9,158, which was higher than budgeted. A number of issues had to be dealt with on an immediate basis.
- (ii) Capital -W. McMillan reported that the wall on the Fitzroy Street side of the Kirk hall was stabilized at a cost of \$53,831.50. Most of the other work on the hall has been put on hold pending decisions to be made through the New Beginnings process. Coles Associates put together a tender package for several outstanding pieces of repair work in the hope that a larger repair package will attract a suitable contractor. It is not clear if this approach will succeed as only two of seven contractors invited to bid showed up for the on-site tour of the work. RJW Stonemasons of Ottawa has been unwilling to provide a ballpark estimate or range for the cost of the remaining stonework. They have outlined the work which must be done, and Coles has asked Miller West to provide an estimate of the likely cost of the work.

The stained glass windows in the hall will require work, as it has been discovered that the two side panels have dropped in their frames. The panels will have to be removed in order for the problem to be addressed.

Holland College heritage carpentry students did some storm window repair in the hall. The work was not satisfactory in the first instance and had to be redone.

A total of \$169,452 was spent on capital projects at the Kirk in 2023 from the Restoration and Improvement Fund; whereas the Restoration and Improvement Fund revenue was \$130,680.

C. Capital Campaign – 2023 was the fifth and final year of the capital campaign pledges, with just over \$126,000 in revenue received in 2023 (plus investment interest). Almost all donors have honoured their original pledges, with a few changes of timing. A few people who were paying their pledges via PAR intend to increase their donations to the operating account now that their capital commitments have been fulfilled.

D. Trustees Bylaw – Following up on last year’s discussion regarding a potential trust deed or declaration of trust, D. MacKenzie reported that Jim Macnutt agreed with the Trustees’ opinion that the preferred way to address Trustee liability issues and any other issues not covered by *An Act Respecting St. James Presbyterian Church in Charlottetown* is by way of bylaw under the Act. There may also be matters touched on by the *Act* that would benefit from further elaboration. D. MacKenzie offered to prepare a draft bylaw for consideration.

E. Contractor Lawsuit – W. McMillan reported that the Kirk and Coles Associates have been named as defendants in a small claims action for approximately \$5,800 brought by a local contractor who had been engaged based on a recommendation from Coles. The contractor was identified by Coles to do repair and painting jobs around the Kirk (e.g., painting of the wall between the upper and lower roofs of the Kirk, repointing the joint in the brick close to the entrance to the office, repairing a basement window at the back of the hall, work relating to the Fitzroy Street doors). The work was unsatisfactory and their services were terminated. The contractor had already received an advance of \$5,750 for the work. Mr. McMillan and David Hooley met with a representative of Coles and are planning to defend the claim, and counterclaim against the contractor in the amount of \$4,680 plus the additional costs of having the painting work done by another contractor.

The following officers were elected for the year ahead: Donald MacKenzie, Chair; Wayne McMillan, Treasurer; and Shauna Sullivan Curley, Secretary.

Respectfully submitted,

Donald K. MacKenzie
Chair

REPORT OF THE ROLL CLERK

Communicant members as of December 31, 2022	198
Removal from the roll by Death	6
Removed from the roll by Resolution of Session	0
Removed from the roll by Transfer of Certificate	0
Removed from the roll to Inactive Status	0
Added to the roll by Profession of Faith	0
Added to the roll by Transfer of Certificate	0
Total Communicant Members as of December 31, 2023	192
Total Adherents	121
Sunday School and Nursery	18
Total Church Family	313
Total Church Households	165

THE PARISH REGISTER

SACRAMENT OF BAPTISM

Ronald Carol Russell	April 16, 2023
Angela Ellen Oatway	April 16, 2023
Juliette Mary Oatway	April 16, 2023
Charlotte Anne Oatway	April 16, 2023
Leah Sylvia Frazee	September 24, 2023
Elsie Rose Frazee	September 24, 2023
Easton Anthony Webster	December 3, 2023
River Rhys Warren	December 24, 2023

MARRIAGES SOLEMNIZED

Jacob Ian James MacLeod & Hannah Joy Stoltz	June 24, 2023
Jeffrey Scott Grant Smith & Laura Jane Parker	July 22, 2023

FUNERALS/DEATHS

Phyllis Tait Dobson	January 14, 2023
Charlotte Jane McLeod	January 16, 2023
Rev. Dr. W. James S. Farris	July 24, 2023
Heather Jean Roy	August 20, 2023
Roland "Rollie" Lemay	August 30, 2023
Raymond Matthew Moore	October 13, 2023
Miriam Elaine Curtis	October 16, 2023
Allan "Buck" McLeod	October 22, 2023
Jean Kathryn Matheson	December 3, 2023

Communicant Roll (as of December 31, 2023)

Arthur, Lorraine
Ashby, Brian
Ashby, Christy
Ashby, David
Ashby, Jennifer

Bartlett, Helen
Bein, Joan
Bolton, Chad
Bowman, David
Bowman, Gladys
Bruvels, Mary-Lynne
Burnett, Deanne
Burnett, Ellen
Burnett, Katherine
Burnett, Mary
Burnett, Robertson
Butler, Cathy
Butler, Tim

Cameron, Anne
Champion, Pauline
Champion, Philip
Chandler, William
Clark, Peter
Clark, Phyllis
Clay, Cameron
Corish, Janet
Cudmore, Doug
Cudmore, Fran

Dalton, Aarika
Dalton, Ricky
Darby, Rosalie
Darte, Jillian
Darte, Kathy
Darte, Marjorie
Davison, Susan
Deacon, Rebecca
Dekker, Rodney
Dew, Frank
Dew, Kirsten
Dew, Myra
Dobson, Carol
Downe, Percy
Dumont, Daphne
Dumont, Margaret
Dumont, Richard

Evans, Linda

Farris, Jean
Fisher, Janet
Fisher, Jennifer
Fisher, Megan
Forbes, Karen
Francis, Vicki
Francis-Pranger, Timothy

Gallant, Carolyn
Gallant, Cheri
Gallant, Jeff
Gallant, Kim
Gallant, Linda
Gallant, Ray
Gaudet, Cheryl
Glass, Janet
Glendenning, Donald
Glendenning, Carol
Godfrey, Alex
Godfrey, Dane
Godfrey, Linda
Graham, Donald
Graham, Shirley
Greenan, Andrea
Greenan, John

Hagerman, Nelson
Halliwell, Michele
Harrison, David
Hayes, Tiffany
Henry MacDonald, Heather
Holt, Barbara
Hooley, Brian
Hooley, David
Hooley, Paulette
Hooley, Peter
Horrelt, Kim
Humphrey, Andrew
Humphrey, Beatrice
Hyndman, Peter

Kluge, Sarah

Large, Kathy
Larkin, John
Lea, Jeannie
Lea, Jim

Lees, Jessie
Lemay, Dolina
Livingstone, Carter
Livingstone, Charlotte
Livingstone, Kathy
Livingstone, Robert
Lloyd, Jocelyne
Lloyd, Simon
Love, Donald
Love, Heather
Lukeman, Nancy

Mabry, Edith
MacCallum, Kathie
MacFarlane, Joan
MacFarlane, Mary Lou
MacFarlane, Scott
MacIntyre, Heath
MacKenzie, Craig
MacKenzie, Donald
MacKinnon, Eileen
MacKinnon, Margaret
MacLennan, Kurt
MacLennan, Sue
MacLure, Betty
Macmichael, Douglas
Macmichael, Georgina
MacNevin, Barbara
MacNevin, David
Macnutt, Barbara
Macnutt, James
MacPherson, Christine
Madren, Betty
Martin, Joy
Martin, Richard
Martin, Sherry
Martin, Stephan
Matheson, Stuart
McBurnie, Frances
McDonald, Nancy
McGinn, Alexander
McGuigan, Allyson
McGuigan, Barbi
McGuigan, Caroline
McMillan, Dawn
McMillan, Wayne
Midgley, Cindy
Midgley, Peter
Moase, Lorne

Moase, Shirley
Montigny, Glenda
Moore, Valerie
Morris, Norma
Moss, Jennifer
Muir, Daniel
Mundle, Edward
Mundle, Katherine

Park, Hyeonjung
Peterson, Sterling
Poole, Don
Poole, Larine

Rankin, John
Read-Clay, Ruth Ann
Robinson, Constance
Robinson, David
Robinson-Bartley-Crossley,
Eleanor
Robinson-Bartley-Crossley,
Robert
Romcke, Margaret
Rose, Josephine
Rose, Timothy
Russell, Stephanie

Saunders, Roslyn
Saunders-McGinn, Todd
Schleyer, Phyllis
Scott, Daphne
Scott, Ian
Sears, Herbert
Smith, Clair
Smith, Judy
Stewart, David
Stewart, Karen
Stewart, Pamela
Sullivan Curley, Shauna

Taylor, Cheryl
Taylor, Danyl
Taylor, Kurt
Toews, Marjorie
Toms, David
Toms, Valerie

Walker, Jane
Walker, Suzanne
Warren, Jesse
Warren, Joel

Warren, Patricia
Warren, Richard
Watts, Alan
Watts, Kim
Watts, Samantha
Wellner, Gordon
Wellner, Rebecca
Winter, Cathy
Wooldridge, Donald
Wooldridge, Jane

Yun, Dongkoo

Adherent Roll (as of December 31, 2023)

Aitken, Hannah	Hooley, Ellie	Oatway, Angela
Beauregard, Karen	Hooley, Jack	Oatway, Charlotte
Bolton, Grayson	Hooley, Melissa	Oatway, Jason
Bouey, Stephen	Horreft, John	Oatway, Juliette
Bouey, Sung Ha	Lewis, Melissa	Penny, Andrew
Burnett, Miriam	Lloyd, Charlotte	Penny, Caitlin
Burnett, Niall	Lloyd, Grace	Penny, Felix
Burns, Tanner	MacCallum, Brian	Penny, Gretta
Butler, Brett	MacKenzie, Ally	Perry, Hannah
Butler, Haley	MacKenzie, Emma	Perry, Marsha
Butler, Katie	MacKenzie, Jack	Perry, Randy
Caldwell, Douglas	MacKenzie, Kimberley	Peterson, Kim
Caldwell, Laurie	MacKinnon, Kalie	Rankin, Barbara (Flanagan)
Cameron, John [MIA]	MacKinnon, Lorne	Redden, Lynne
Dekker, Sharon	MacLennan, Emily	Robinson, Linden
Devine, Patti	MacLennan, Matthew A.	Russell, Benjamin
Diviney, Rev. Dr. Kay	MacLennan, Olivia	Russell, Bria
Doyle, Brian	MacWilliams, Gary	Russell, Joanne
Fisher, Ryan	MacWilliams, Hudson	Russell, Ron
Ford, Beckett	MacWilliams, Kelly	Scales, Alan
Fraser Hendricken, Leanne	MacWilliams, Leo	Stewart, Glenna
Gallant, Bobby	Main, Roy	Taylor, Harriet
Gallant, Christopher	McDonald, Andrew	Walker, Catherine
Gallant, D'Arcy	McDonald, Colin	Walker, Ian
Gallant, Dash	McDonald, Justin	Walker, Jordan
Gallant, Emily	McDonald, Melissa	Walker, Nicholas
Gallant, Emma	McGinn, Donald	Warren, Elise
Gallant, Nash	McGuigan, Harold	Yun, Connie
Gallant, Samantha	McMillan, Leia	Yun, Judy
Gallant, Skot	McMillan, Rui	[MIA] - Minister in
Gallant, Wayne	McNally, Matt	Association
Halliwell, George, Jr.	McPherson, Barbara	
Halliwell, Grace	Midgley, Kayce	
Halliwell, Lisa	Momcilovic, Ilona	
Halliwell, Matthew	Momcilovic, Zlatibor	
Harrison, Aiden	Moss, Noah	
Harrison, Nicole	Moss, Jamie	
Harrison, Will	Mundle, Alexis	
Hendricken, André	Nicholson, Frank	
Hendricken, Ella	Nicholson, Laura	
Hendricken, Katherine	Nicholson, Marilyn	
Holmes, Heather	Nicholson, Mary	
	Nguyen, Celeste	
	Nguyen, Huy	
	Nguyen, Sebastien	

PRESBYTERIAN WOMEN'S REPORT

In 2023, no in-person meetings of Presbyterian Women were held. Executive members kept in touch at Sunday fellowship time, and by e-mail or telephone.

Despite not being active, our group made a substantial donation to the Atlantic Mission Society, and smaller donations to Camp Keir and a local charity that assists low-income Islanders.

Presbyterian Women, with the help of congregational members, hosted funeral receptions for the Rev. Dr. James Farris and Raymond Moore, two dearly loved and valued members of our Kirk family.

Respectfully submitted,

Barbara MacNevin, Secretary
Christy Ashby, President

FINANCIAL STATEMENT – PRESBYTERIAN WOMEN

January 1, 2023 - December 31, 2023

Receipts:

Balance in Bank December 31, 2022	2,340.49
Collection – General Meetings	70.00
Interest	<u>10.22</u>
Total Receipts	<u>2,420.71</u>

Disbursements:

Atlantic Mission Society	1,020.00
Camp Keir	250.00
Choir	200.00
Gifts from the Heart	100.00
Bank Service Charges	<u>5.26</u>
Total Disbursements	<u>1,575.26</u>

Total Receipts	2,420.71
Total Disbursements	<u>1,575.26</u>
Bank Balance, December 31, 2023	<u>845.45</u>

Respectfully submitted,

Dawn McMillan, Treasurer
Audited – Wayne McMillan

CHRISTIAN EDUCATION REPORT SUNDAY SCHOOL AND NURSERY

2023 has been a very busy year in the Nursery and Sunday School. It was the first full year that we were back in person after the COVID pandemic.

During 2023 we have had between two and three children in the Nursery each week, under the care of Jennifer Moss, Georgie Macmichael, Kelly MacWilliams and Leanne Fraser-Hendricken, with occasional support from Eleanor Robinson-Bartley-Crossley, Robert Bartley-Crossley and Dawn McMillan. Our regulars have been Grayson & Theo Bolton and Merrick Crossley. Sophie Gallant has also visited from time to time as have a few babies following their baptism services. The children all get along well together and enjoy their time in the Nursery.

I have been ably assisted in the Sunday School by Assistants, Rosalie Darby, Paulette Hooley, Kim Watts and Eleanor Robinson-Bartley-Crossley, with occasional support from Dawn McMillan. Our classes have included the participation of: Beckett Ford; Kate & Ella Hendricken; Juliette Oatway; Hudson & Leo MacWilliams; Jamie Moss; Felix & Greta Penny; and Ben & Bria Russell. We have had so many children participating that we had to set up a third table in the Sunday School classroom and order four more chairs. It has been wonderful to see our class sizes grow and to welcome new and returning faces!

During the winter and spring of 2023, the Sunday School finished a series of lessons based on the Gospels and Acts of the Apostles. It was wonderful to learn about the life of Jesus and the founding years of the church under the Apostles. We continued to raise funds towards our goal of \$375 to send a child to school for a year through PWS&D, and the children were delighted when we doubled our goal and sent two children to school, with just over \$800 raised for that purpose. We set the same \$375 fund raising goal for the 2023-24 year, and the children are determined to “explode” our goal again this year. As I write we are already more than half way to meeting the goal set.

We provide “Pew Packs” of activity and colouring books at the Pownal Street entrance, for the use of visiting children who may not go down to the Sunday School class. These are well used throughout the year, and replenished as required.

We staged an Easter Egg hunt for the children in the Sanctuary again on Easter Sunday morning, April 9. I was ably assisted in this by Simon Lloyd, who again ran the event while I was in a pre-Communion Session meeting. The event generated a lot of excitement among the youngsters, especially those who were too young to have participated in an Easter Egg hunt before.

On June 25, I then had the honour of saluting our high school, college and university graduates. They included: Charlotte Lloyd, Rui McMillan, Samantha Watts, Maia Kalil, Dylan Rose Hannah Aitken and Melissa Lewis. All were presented with graduation cards, gift cards and our congratulations. After the graduates were recognized, I presented all of the Sunday School, and Nursery children with our traditional Dairy Queen gift cards, with which to purchase a summer treat. Following worship we enjoyed a special fellowship time featuring cake and lemonade.

In September when Sunday School re-commenced, we began to study Old Testament lessons, beginning with Creation and working through until Joseph was sold as a slave into Egypt. We then paused to cover some Advent subject matter, and will return to Joseph and his successors in 2024.

During the fall, a number of parents asked if we could attempt to stage a live Nativity play at Christmas. I agreed to do so and set about producing a script and obtaining some costume necessities. Parents pitched in with costuming, and offers to assist back stage. The children's play formed the backbone of the worship service on December 17. They did a delightful job! Even our little lambs stayed close to the manger throughout the play. I want to thank Frances McBurnie for arranging the music, including two selections from the children's choir. I also want to thank Chad Bolton for helping to fill out our trio of Wise Men. Following the worship service we all retired to the Upper Hall for the Christmas Luncheon, during which we were visited by Santa Claus, who delighted the children with treats and careful notes of their dearest Christmas wishes.

I am always delighted to spend time with our Kirk youth. They energize and inspire me! I love them all to bits. I thank everybody who keeps our children in their prayers and all members of the Kirk family for their continued support of our youth programming.

Respectfully submitted,

David Robinson, CE Co-Convener

(edited)

CHRISTIAN EDUCATION REPORT ADULT PROGRAMMING

Over recent years we focused on options for CE programs that had multiple delivery methods first brought on by social distancing needs. Last year remained a blended year but we look forward to ensuring that the fellowship aspects of group gatherings remain an important aspect of church life as we plan for 2024.

That said, we continue to encourage Kirk members to access study materials available nationally through the Presbyterians Read Facebook page, a private online group, hosted by The Presbyterian Church in Canada, which is home to the PCC's book studies. Currently Presbyterians Read's latest offering reflect on the ideas of the 14th Century Christian mystic Julian of Norwich through Lisa E. Dunhill's book, 40-day Journey with Julian of Norwich. The program invites us to reflect on God's unending love for all, and to share our own reflections on Julian's gifted writing, and her ongoing impact on Christian thought.

The New Beginnings program was a major focus of the congregation as we embarked on the small group participation phase in 2023 that examined continued and new missional roles for the congregation. With four active study groups meeting over the fall, we made an active decision not to launch an Advent study group.

Our 2023 Lenten study was offered at noon on Thursdays via Zoom and was led by Rev. Amanda. The series called Practicing Jesus' Seven Last Words: A Devotional for Lent, by the Rev. Connie Vissers, was based on the final seven phrases of Jesus before his death. As a source for examining and revisiting the journey through the Lenten season - culminating in Easter, the author's materials were a unique way of "going deeper" into our personal Lenten journey, and generating discussion within the group.

Participation rates have remained low due to various factors, but we have adapted programming to provide daytime offerings with options for individuals to independently participate through reading the books available, even if they are unable to attend online or in group sessions. We continue to look at programs and topics that are of value to our congregation and welcome any suggestions.

We appreciate the excellent adult study group leadership that both Rev. Amanda and Rev. Dr. Kay Diviney continue to provide and look forward to an active year for study groups at the Kirk. Any suggestions are welcome.

Respectfully submitted,

Ian Scott, Co-convenor

CRADLE ROLL REPORT

All Kirk children who are aged one to three years were registered on the Kirk Cradle Roll for 2023. When the children reach four years of age, they “graduate” and begin attending Sunday School if they wish.

Four babies were baptized in 2023. The four baby’s names have been added to the Cradle Roll of the Kirk of St. James. The names of the children on the Cradle Roll are:

Molly Cheryl Lefurgey
Jaxon Christopher Allan Birt
Elizabeth May Gallant
Lucas Joshua Gallant
Merrick Gustavus Crossley
Theo Joseph Andrew Bolton
Sophie Elizabeth Gallant
Emmett Jude Warren
James Michael Roy
Isabel Violet Clune Stewart
Felicity Norah Wilson
Leah Sylvia Frazee
Elsie Rose Frazee
Easton Anthony Webster
River Rhys Warren

Respectfully submitted,

Rev. Amanda Henderson-Bolton

PASTORAL CARE COMMITTEE REPORT

The Pastoral Care Committee continues to be co-chaired by Glenda Montigny and Linda Evans and led by Reverend Amanda Henderson-Bolton. Many thanks to Rev. Amanda for her support and thoughtful guidance to this committee.

This year has continued to be challenging one with personal visitations, limited due to episodes infection, control, restrictions for COVID-19, RSV and influenza outbreaks.

The pastoral care committee met on March 16 to discuss visitation and brainstorm thoughts and ideas to meet the many needs in our congregation. One was identifying people who may need a visit, call or card. On May 16 we met for a zoom call and divided up a list of names among the pastoral care team who went into action. There was a good response to this approach. Going forward, this is something we should consider doing again.

Sadly, we have lost more members of our congregation this year and the need for pastoral care has remained high. A special thank you to the many Kirk members outside of our committee who have also generously volunteered their time and energies to caring for our Kirk family and community at large.

Pastoral Care Committee Members

Glenda Montigny

Linda Evans

Tim Rose

Ian Scott

Mary Nicholson

Volunteer Visitors

Janet Glass

Margaret Romcke

Linda Godfrey

Valerie Toms

Respectfully submitted,

Linda Evans and Glenda Montigny

WORSHIP COMMITTEE REPORT

The year 2023 finally presented the worship committee and our Kirk family the ability to plan services not impacted by COVID-19 restrictions or weather events on major dates in the church and Kirk calendars.

Lent events included an evening Ash Wednesday service, a regular Palm Sunday service and a Good Friday service with organ prelude. Easter Sunday was back to pre-pandemic levels with a brass ensemble and full choir in the choir loft.

Over the summer, Fran organized nine recitals that helped fill the coffers of the choral scholar fund. Special thank you to Joan MacFarlane for helping out and conducting tours.

In the fall, Barry Vessey came in to work on the sound so both people attending church in person and those watching online had a better sound experience. We thank him for his efforts and those of the volunteers running the sound board every week.

The choral scholars, Hannah Aitken, Tanner Burns, Melissa Lewis and Matt McNally, returned for the 2023-24 school year. Besides their regular attendance at Wednesday night rehearsals and Sunday morning services, the scholars have given of their time and talents to Kirk special services like funerals.

In November, trombonist Dale Sorensen once again blessed us with his talents during the Remembrance Day service and David Robinson graciously laid the wreath.

We also acknowledge David's hand in ordering new Advent banners for the sanctuary, as well as Christmas lights for the balcony. The worship committee is grateful for all the Kirk family members who showed up to decorate the church for Christmas with efficiency and good cheer.

Thank you to this year's Advent candle lighters and liturgy readers: the choral scholars, the Oatways, the Robinson-Crossleys, Rebecca Wellner and Barbara Holt, and the Hendrickens. Thank you, as well, to all who took part in reading Scriptures throughout the year.

The year also saw the return of the Kirk's Christmas pageant for Advent 3 to the delight of the congregation. It was wonderful to have the youthful, enthusiastic participation of our Sunday school in the service. We also thank the Junior Choir for their participation in this service and several others throughout the year.

We are grateful to Jennifer Moss for so capably reading the Scripture passages during the Christmas Eve service, and for lending a hand when swapping out banners and pulpit and Bible markers.

As our committee begins planning for another Lenten and Easter season, we are appreciative of all those whose names we omitted here who nevertheless take part in ways large and small to help every service prepare our hearts for worship.

Respectfully submitted,

Jocelyne Lloyd, Convener

on behalf of Rev. Amanda, Frances McBurnie, Linda Godfrey, Kathy Large, Constance Robinson, Pamela Stewart and Valerie Toms

MUSIC REPORT

*Let every instrument be tuned for praise!
Let all rejoice who have a voice to raise!
And may God give us faith to sing always
Hallelujah!
(Book of Praise, 439)*

Making music at the Kirk of St. James continues to be a work of satisfaction and joy.

I thank the Session and Congregation for their participation and support.

I am most grateful to the fine folks in the Senior Choir for their donation of skill, talent, and time. They led the services the whole year, contributing anthems and introits from September to June, and leading hymns in the summer. The Kirk is very blessed to enjoy such a fine group.

We also enjoy and appreciate our gifted Choral Scholars: Hannah Aitken, soprano; Melissa Lewis, alto; Matt McNally, tenor; Tanner Burns, bass.

The Junior Choir is small in number, but mighty in talent. They sang in the services on February 19, April 16, May 14, November 5, and December 17.

Guest musicians during the services include: UPEI Brass Quintet, Melissa Lewis, Jonathan Baird, Gaige Waugh, Tara Llewellyn, Olive MacPhail, Tiantian Liu, Ian Soloman, Dale Sorensen, Tanner Burns, Hannah Aitken, Connie and Judy Yun.

Nine recitals made up our summer series of noon hour concerts. These artists all contributed their talents; the series raised almost \$3,000 for our Choral Scholarships. This summer the artists included Olivia Barnes and Sebastien Comtois, Jacob Reddin, Ian Soloman, Janey-Lynn Perrier, Josie Thibodeau and Morgan Saulnier, Jillian Clow, Barachois Summer Music Academy, Bob and Shaw Nicholson, Zoe Sullivan, and Tanner Burns.

There were other concerts during the year by piano and violin students, and by UPEI students in support of the UPE Faculty Association.

I am thankful to Alan Watts, Rob Burnett, and David Robinson for the improved lighting in choir loft and Upper Hall. I greatly appreciate Heather Henry MacDonald's flowers! I am grateful to my co-workers Amy Holloway and Kathy Moreside for their helpfulness in many things. Most of all I am thankful to Rev. Amanda for her leadership, friendship, and kindness.

We were deeply saddened in October when one of our own passed: Raymond Moore was a treasure in so many ways, musically, artistically, skillfully. We were honoured to do his funeral as he think he would have wanted, but we miss him and his kind wisdom a great deal.

Respectfully submitted,

Frances McBurnie, Music director

HERITAGE COMMITTEE REPORT

The Heritage Committee had a light docket during 2023.

After the project was delayed last year, we finally obtained the services of a painting company to finish the new woodwork around the former clerestory windows in the Sanctuary roof. The committee confirmed an appropriate, heritage sensitive, colour palate to the Restoration and Improvement Committee for this work. It was a pleasure to see this painting work completed at mid-year.

After some delays, work was also done to replace the large red Island sandstone jambs around the lower extremity of the doors at the entrance to the bell tower on Fitzroy Street. This work was completed in a very heritage sensitive manner and the new door jambs look great. Our thanks to the Redevelopment Committee for this excellent restoration work.

The Redevelopment Committee is also working on having a number of the Kirk's exterior doors rebuilt and re-installed in 2024. They will not be replaced in exactly the same configuration as they are now, because changes in building codes require the doors to have crash bars to ensure ease of exit in the case of emergencies. The possibility of installing heat pumps in the Sanctuary is also under consideration by the Redevelopment Committee. If these plans proceed, we have been assured that the installations will be heritage sensitive, to the extent that the technology allows. The committee will monitor with interest this restoration and improvement work.

As part of our planned contribution to the Kirk 200th Anniversary events, the Heritage Committee had decided that we will attempt to digitize and archive all of the Kirk Annual Reports, Baptismal Registers, Marriage Registers and Funeral Registers that have not already been given archival treatments. These are likely to be the congregational records of the greatest interest to family genealogists and historians. Over the summer Simon Lloyd and I examined all of these documents, measured and counted them, and asked the University of PEI to offer an estimate of how much time and cost would be involved in completing this project. To date a reply from UPEI has not been received.

Experience PEI once again offered its Charlottetown Historic Church tour to cruise ship passengers during 2023. Joan MacFarlane very kindly offered to reprise her role as the Kirk's tour guide for a long slate of cruise ship visits over the summer and autumn, doing a really superb job of introducing visitors to the Kirk's history and heritage. We are most grateful for her contributions to the Kirk's outreach into the community.

Our committee is delighted to see that significant restoration work is now being done on our heritage building, and we look forward to the unfolding work of ensuring the future of our historic church building.

Respectfully submitted,

David Robinson, Convenor

FELLOWSHIP COMMITTEE REPORT

There has been a learning curve for Katherine Burnett who has taken over as convenor of this committee since the Annual Meeting in March 2023. Barbara MacNevin submitted her resignation and handed over the reins.

Active members for organizing the fellowship hour after church are Katherine Burnett (Convenor) and Karen Forbes.

The upstairs kitchen received some minor spacing changes with the addition of a wire shelf and changing of small equipment in order to be more compatible for the ladies working the kitchen.

Fellowship attendees were relatively low (20) in the spring but as fear of Covid subsided, they increased in number and we had a very successful summer of fellowship on the lawn.

Katherine used the Roster of Hosts provided by Barbara and found congregation members to be very positive to take a turn at hosting, including young folks and Choir scholars who seemed eager to greet and share snacks.

Throughout the fall of 2023, numbers at Fellowship time after church increased dramatically (30-40) and that time together emanated joy and comfort after the years of Covid.

The Potluck Christmas Luncheon was a full house and beverages of the usual tea and coffee and the not as usual hot and cold cider, chocolate milk and eggnog were provided by the Fellowship Team.

Membership of this committee is growing with the plans of sharing some of the workload since the Presbyterian Women's group has not been as active these last few Covid years. Clarity of responsibilities is being assessed.

Fellowship Committee worked alongside the Session for the Welcome Back Barbecue and will continue to join forces as needed.

We appreciate the new taps, an abundance of hot water and repair of stuck drawers (thanks to Alan Watts) in the kitchen and general maintenance provided by Kathy Moreside to help us keep the upstairs kitchen functional.

Respectfully submitted,

Katherine Burnett
Convenor, Fellowship Committee

MISSION & OUTREACH REPORT

During 2023 the Kirk continued its mission project in support of the Island Pregnancy Centre (IPC), a charity that assists women who experience unexpected pregnancies, and who decide to keep their babies. Many of these new mothers become single parents or are in financially strained circumstances. Many have very limited social support networks to assist them in preparing for the new and significant responsibility of parenthood. The Island Pregnancy Centre provides these women with counselling, social and material support, throughout and following their pregnancy.

In support of the IPC, the Kirk collects badly needed baby goods with which the Centre prepares gift bags for the new mothers, to be given to them at their babies' one-month check in. Each bag usually contains a few items of clothing, diapers and baby toiletries, and one or two baby play items.

The Kirk applied for financial support with this initiative from the Synod of the Atlantic Provinces in 2023, and received a \$1,000 grant for this purpose, for which we are extremely grateful.

The 2023 collection began at the end of April and concluded on Mother's Day. We had outstanding support from our congregation, resulting in the collection of over 100 items (with an estimated value of about \$1,400), including diapers, baby wipes, baby clothing of all kinds, stuffed toys, board books, blankets, baby wash items and soothers. At the Island Pregnancy Centre's suggestion, we used the \$1,000 from our Synod grant to supplement these items with 22 boxes of various sized diapers, receiving blankets, baby shampoo and baby wipes.

The Island Pregnancy Centre was delighted to receive all of these donations, and indicated that they would be able to create gift packages for at least 20 new mothers with our collected goods. Each package generally contains a package of diapers, baby wipes, a gift card, a few items of clothing, soothers, and one or more play items for the babies.

As the Island Pregnancy Centre welcomed over 100 new babies this year, this collection could reach about one quarter of the Centre's annual clientele. The Kirk is delighted to be able to support so many at-risk mothers and their babies, sharing God's love and extending much needed social support. We intend to hold a further donation drive in the spring of 2024.

As in the past, we have attempted to regularly cook and serve a meal at the Upper Room on the first Saturday of the month. We have a small but faithful team who ensures that cookies are baked, meals prepared, and friendly service offered to the Upper Room's clientele. Our team usually serves about 70 people each month. All are very appreciative, especially of the cookies!

We again planted our Communities in Bloom flower beds at the corner of Pownal and Fitzroy streets. A team of volunteer gardeners under the leadership of Jennifer Moss planted the flower beds in early June, and used the extra flowers to plant the bed in front of the Kirk's lawn sign and the flower box beside the Pownal Street office entrance.

During Advent, we once again partnered with community organizations to make Christmas a more joyful occasion for those in need in Charlottetown.

Since 2010 we have partnered with the Salvation Army to raise funds for food hampers for those in need with our Helping Hampers campaign. It was anticipated that because of inflation levels in Canada there would be a major increase in need for these food hampers in 2023. In that context we were delighted to raise \$1,570 for the Helping Hampers.

Again this year, we collected goods to make up gift bags for the patrons of the Upper Room Soup Kitchen. We collected a variety of goods during Advent for the gift bags, including blankets, socks, hats, gloves and toiletries as well as \$400 in gift cards. These gifts were very much appreciated by the clients of the Upper Room.

On December 7, Rev. Amanda Henderson-Bolton and Rebecca Wellner hosted a Christmas Centrepiece workshop and Yankee Swap in the Kirk Hall. The evening included Christmas cheer and nibbles, followed by the Yankee Swap and then work on the greenery centrepieces. This was a very enjoyable evening for participants and a good occasion to get into the holiday spirit.

As noted in the Christian Education report, the Sunday School set out to raise \$375.00 in 2023 to send a child in need to school for a year. Our collections were so successful that we raised enough money to send two children to school for a year through PWS&D. This success gladdened the children's hearts.

We would like to thank all of the volunteers and donors, without whom our Mission and Outreach activities would not be possible.

Respectfully submitted,

David Robinson &
Michele Halliwell, Convenor

(edited)

REDEVELOPMENT COMMITTEE REPORT

The fund-raising campaign for the Renewing Hope project ended on December 31st, 2023, and as of that date a total of \$1,232,839 has been realized with further income to be received from interest on investments, HST rebates, deferred donor contributions and other receivables. A breakdown of Renewing Hope contributions, received to December 31, 2023, are summarized as follows:

<u>Source</u>	<u>Amount</u>
Consultant Fee Rebates	\$17,500
Designated Bequests	35,370
General Donations	24,007
HST Rebates	26,178
Insurance Claim	44,391
Interest on Investment	15,152
Memorial Funds	23,619
Miscellaneous	1,915
Pewter Ornament Sales	2,377
Pledged Donations	958,268
Presbyterian Women	4,000
Transfers from Operating Surpluses	50,000
Designated Bequests/Transfers	30,062
TOTAL	\$1,232,839

Expenditures, inclusive of HST, where applicable, for the period from 2018 to December 31, 2023, are summarized as follows, together with the firm name and purpose of work:

Al-Tech – Asbestos and Mold Survey	\$4,146
Anderson, L. - Honorarium	125
Bank Service Charges	2,210
Bevan Bros. - Toilet Removal – Lower Washroom	158
Campaign Coaches – Consulting – Renewing Hope Campaign	79,181
Canvass Supplies – Renewing Hope Campaign	570
Coles Associates – Project Management Consultants	127,939
Ford's Eavestroughing – Eavestrough Replacement	3,588
Holland College – Hardware and Restoration of Hall Storm Windows	831
Island Abatement – Removal of Asbestos Tiles and Mold Mitigation	7,327
Island Painting – Painting the Walls between the Upper and Lower Roof	3,853
Jay's Contracting – Door and Window Repairs and Painting	6,618
MacBeth Roofing – Shingles and Flashing Replacement	136,736
Manse Kitchen - Various Suppliers	30,377
Mortgage RBC - Mortgage on the Manse Paid-off	32,868
Operating Account – Transfer of funds owed to Operating Account	20,209
Quick Copy – Renewing Hope Campaign	1,659
RJW Masonry – Stonework on the Church	56,055
RW Woodworking – Payment for Doors and Window Work	18,069
Smarter Spaces – Lidar Scan of Column in Sanctuary	4,791

T & K Fire Alarm – Fire Alarm System	7,130
Tile Master - Retile Lower Hall Rooms and Hallway	8,970
West Masonry – Retention and Repair to Fitzroy Street Hall Wall	53,832
WM&M – Rebuilding the Walls Between Lower and Upper Roof	53,880
Total Expenditures	\$661,180
Bank Balance as of December 31, 2023	\$571,659
Year-end Adjustments for Accrued Interest, HST Claimable, and Payables as per MRSB	22,490
Balance	<u>\$594,149</u>

Tenders have been issued to carry out work on the continuation of masonry work, replacement of step and ramp railings, reinforcement of a sandstone pier, refurbishment of all exterior doors including hardware, removal of existing plexiglass window coverings, repainting trim and replacement coverings with Lexan, renovation of the lower hall washroom, renovation of the lower level electrical/storeroom, upgrading electrical panels and some lighting, replacement of stair treads and retiling the lower kitchen floor. No cost estimates are available at this time and an assessment of tendered pricing will determine the contract award(s).

In addition, repairs will be undertaken to address an issue with two stained glass panels in the main hall that have dropped out of their frames. This will require specialized work and likely off-Island-stained glass tradespersons to be involved.

Once the estimated costs have been determined for all the above projects, and funding permitting, it may be possible to consider the plaster repairs and painting of the sanctuary. It would be fitting to have this work done, if possible, as the 200th anniversary of the church occurs in 2025.

During the year, an issue arose with one of the contractors engaged by Coles Associates for related door repair work, painting the exterior walls between the upper and lower roofs and window repairs in the lower hall. The workmanship was totally unsatisfactory, and the contracts were cancelled. An advance payment of \$5,750 had been made to commence the work, get supplies, etc. That firm has since issued a small claims settlement proceeding against Coles Associates and St. James Church for approximately \$5,750 for work, they claim to have done. The matter is currently in the process of being dealt with by legal counsel.

The Committee continues to be frustrated with the pace of getting projects completed but there is little that can be done as the shortage of tradespersons and supply line issues continue to exist.

A special thanks is extended to the members of the Restoration and Improvement Committee, David Hooley, Philip Champion, Rob, Burnett and David Robinson as well as to Coles Associates for their work and dedication to this undertaking.

Respectfully submitted,

Wayne McMillan, Chair

KIRK INCLUSION COMMITTEE REPORT

At the 2022 Kirk Annual General Meeting, the Kirk's Inclusion Plan was shared with the congregation. Feedback and reflections on the Plan were invited, but none were received. The Committee takes this as a sign that the congregation is content with the Plan and the direction it proposes for the Kirk.

In February, Rev. Amanda took the webinar: "Coming Out: Guidance for Pastoral Care Providers", led by Michael Waxman, M.S.W., R.S.W. We were pleased to see our Minister taking steps to better prepare herself to meet the pastoral needs of LGBTQI congregants.

The Inclusion Plan notes that the PCC is planning to create a national register of affirming ministers and congregations that are willing to perform/host same-sex weddings. A solicitation from the PCC for ministers and congregations to join the register was received in March and discussed at our March 7, 2023 Session meeting. Session was asked for guidance regarding whether we were comfortable with Rev. Amanda and the Kirk registering. It was agreed that we were happy to be so registered. It was also agreed that the congregation would be so informed, and this was done. People who had questions about this decision were invited to contact either Rev. Amanda or the Action Clerk to discuss it. No inquiries were received.

While I was in Toronto to attend the Clerk's Consultation in April, I had an opportunity to visit with Sue Senior, the former Co-Convener of the PCC's Rainbow Communion. We had invited her to lead a workshop for Kirk members that explored ways for the church to become more welcoming to LGBTQI people, and she had agreed to do so. Originally we had hoped to hold the workshop in September, but scheduling conflicts forced us to postpone these plans. In December it was agreed that the workshop would take place on January 20, 2024, and plans were finalized for the event. It is being funded in large part by a \$1,000.00 grant from the Knox Waterloo Presbyterian Church, in thanks for support they received from our congregation in the past for Inclusion initiatives of their own.

Details of the workshop follow:

Who is Welcome? | Workshop Led by Sue Senior (Elder, Knox Waterloo) Co-convenor Rainbow Communion, Special Committee of the General Assembly 2017-21

This interactive workshop utilizing various methods of engagement, will focus on the work of the General Assembly's Special Committee - Rainbow Communion - as well as provide opportunities for questions and discussion. The hope is to encourage participants to formulate a meaningful response to The PCC's Confession to God and LGBTQI People (adopted by the General Assembly in 2022) regarding the harm caused by homophobia, transphobia, heterosexism and hypocrisy.

At the direction of the 2017 General Assembly, the Moderator (the Rev. Peter Bush) issued a letter to LGBTQI people and all who have been harmed by homophobia and hypocrisy within and by the church. Throughout the letter, the harms done to LGBTQI individuals were named and followed by, "we are sorry, and we repent".

Congregations have been encouraged to begin living out this repentance and confession to be a welcoming community of faith. However, many have found themselves ill-equipped to have these kinds of conversations around addressing the harm done - and ensuring that harm does not continue - for those who identify as LGBTQI and/or their families, friends, and allies. This work informs and intersects with how we as a faith community can be inclusive of all marginalized and minoritized people. Our time together will explore ways in which communities of faith can be more welcoming to all.

Sue Senior | Workshop Facilitator. “Who is Welcome?”

As a retired high school educator who now works part-time at the University of Waterloo and as an Appointed Designated Minister with the Clergy Support Memorial Church, Sue’s has been called to leadership with youth as well as adults. Having served as co-convenor (with the Rev. Dr. Bob Faris) of Rainbow Communion, (Special Listening Committee re: LGBTQI People) appointed by General Assembly 2017 – 2021) Sue continues to lead conversations around addressing the harm done - and ensuring that harm does not continue - to those who identify as 2SLGBTQI and/or their families, friends, and allies. Rainbow Communion developed a model to hold covenanted Listening Spaces that enabled participants to share their stories in a safe and respectful environment. Sue married her wife Dawn Charlton in 2011 at their church (Knox Waterloo) where Sue is also an ordained elder and a Rep Elder at the Presbytery of Waterloo-Wellington.

At its January 2024 meeting, Session agreed to invite members of the Presbytery of PEI to attend this workshop. The workshop was held on Saturday, January 20, 2024 in the Kirk Hall. Twenty-five individuals registered for the workshop and all but two attended, including three individuals from Zion Presbyterian and three from Summerside Presbyterian. The workshop was very well received, and the chili luncheon that followed was also appreciated.

Sue Senior made a number of recommendations about how a church can be more welcoming of LGBTQI people. She said that the key was to be “public, intentional and explicit in making the welcome. She particularly noted the value of displaying the Pride flag on church websites and in Bulletins, to make it very clear that LGBTQI people are welcome and will be safe in that space. In keeping with that recommendation, the Inclusion Committee makes the following three recommendations to the Kirk family:

Recommendation 1: That the Kirk display a small version of the Pride flag on its Kirk website as a clear indication that LGBTQI people are welcome.

Recommendation 2: That the Kirk display a small version of the Pride flag in the Kirk worship Bulletin as a clear indication that LGBTQI people are welcome.

Recommendation 3: That the Kirk display an appropriately scaled version of the Pride flag in the Pownal Street vestibule, as a clear indication that LGBTQI people are welcome.

Recommendation 4: That the Kirk display an appropriately scaled weather resistant version of the Pride flag on the lawn cross, as an outward sign that LGBTQI people are welcome at the Kirk; and

Recommendation 5: That the Kirk display appropriately scaled weather resistant versions of the Pride flag on our exterior doors at Pownal Street, Fitzroy Street and the parking lot entrance, as an outward sign that LGBTQI people are welcome inside.

Respectfully submitted,

David Robinson, Convenor

NEW BEGINNINGS CONGREGATIONAL REPORT

Background

Christian congregations have a calling from God: We are to develop faithful and effective ministries that share the Gospel experience—namely God’s unconditional love and justice—with a hurting world. While the message of God’s love remains constant, ministry today doesn’t look like First-century ministry. In fact, today’s ministry doesn’t look like ministry even a decade ago. Often, once-thriving congregations find themselves in declining health. They need help to discern God’s unique call again; help to regain their vitality—or help to direct their assets into the ministry channels they determine to be most appropriate to their mission.

To renew their passion, congregations also may need a little help looking objectively at their situation. They need someone who cares what happens to them, but who is far enough removed to offer a credible reality check on the landscape around them.

Out of that need, New Beginnings was born. Hope Partnership for Missional Transformation and the Presbyterian Church in Canada have a passion for seeing new life in congregations. With the power and presence of the Holy Spirit, the New Beginnings process helps a congregation in three ways:

- To help a congregation come to clarity about a hard decision it needs to make in terms of the use of its assets/resources for mission.
- To give the congregational leaders tools for defining a future story in mission that is true both to historic commitments and relevant for 21st-century need.
- To help the congregation begin to make the shift from an attractional model of ministry, where people “come to church” as a place to get their needs met, to a missional model of ministry, where disciples are empowered to “go from the church” to live as Christian witnesses in the world.

An assessor/coach from New Beginnings (Rev. Mark Lewis) visited the Kirk of St. James in November 2019 and produced an overview of the Kirk’s situation relative to its host community. Comparisons were based on the New Beginnings program’s experiences with congregations throughout North America. Some of the Assessment Report’s findings are listed below:

- The Kirk’s average worship attendance has been in gradual decline for the past decade;
- Offerings to the church over the past ten years have declined relative to the Consumer Price Index. While the Kirk congregation is incredibly generous, it has been having a difficult time funding ongoing operations;
- Our congregational demographics skew to the older end of the spectrum;
- We have very few new members. 77% of members have been members for a decade or longer;
- The Kirk is relatively weak on mission related activities and relatively heavy in relationship building activities in comparison to other congregations. However, the recent trend line in this area has seen an increase in missional activity;
- The Kirk’s building envelope is nearly 20,000 sq. ft. in size. In order to accommodate its usual weekly attendance and church activities, the Kirk only needs a building of about 7,000 sq. ft. So the Kirk only uses effectively about 36% of its space.
- A congregation the Kirk’s size requires about 90 parking spaces. We only have about 34 parking spaces, including street based parking;

- In order for the congregation to feel comfortable in a worship space, it should not be filled to over 80% capacity or filled to under 40% capacity. We are often filled to less than 40% capacity, leading to an empty feeling in the Sanctuary;
- 68% of church space usage is by non-church related activities, and ones that don't directly relate to the mission of the church. Only 32% of church space usage directly supports the ministry and mission of the church;
- Many churches only spend about 25% of their income on the building and administration. The Kirk spends 49% of its income on this category of expense, mostly due to high heating and building maintenance costs; and,
- Many congregations will spend about 10% of income on missions. The Kirk spends about 8% of income on missions. The trend in this area has been markedly upwards over the last five years, however.

The Effects of COVID-19

The New Beginnings program at the Kirk was paused for a considerable period of time due to COVID-19. It was re-started in mid-2023. The New Beginnings Assessment was updated by Session to reflect new challenges and new growth of programming in the interval since the 2019 assessment was completed. Among the conclusions in the updates assessment were:

- COVID-19 and Hurricane Fiona has major negative impacts on the Kirk's participation levels and its vitality;
- Positive outcomes of these experiences include learning to do fund-raisers online and learning how to live stream our services;
- Since the original assessment was done, the Kirk has completed a very successful \$1.2 million capital campaign, aimed primarily at restoration work on the historic Kirk Sanctuary. This success underscored the Kirk's determination to build a future life, and also demonstrated the generosity of the Kirk family;
- Regrettably, the capital campaign was unable to fund a badly desired redevelopment of the Kirk Hall area, especially to provide new washrooms and an updated upper kitchen;
- A Sustainability Committee has been struck to explore how the Kirk can manage future financial pressures, especially in light of congregational demographics, which indicate the loss over the next decade or so of many generous benefactors;
- The Kirk has markedly increased mission work, in areas like refugee resettlement and baby needs drives for at-risk mothers. Our number of hosted NA and AA-related groups has also increased;
- Our building and administration costs have decreased as a percentage of total budget, and the amounts spent on programs and missions has increased; and
- We have consistently increased our contributions to Presbyterians Sharing, despite financial challenges.

Small Group Meetings, November 2023

The next phase of the New Beginnings program was to have members of the congregation sign up to participate in small group discussions about the assessment and some future stories that were provided by New Beginnings for consideration. During November 2023 these small groups met, facilitated by four small group leaders: Constance Robinson, David Robinson, Tim & Jo Rose and Ian & Daphne Scott. 33 members of the Kirk family participated. Their names are listed below as a record of thanks. The small groups discussed the health and condition of the Kirk, its relationship to the community, and the "future stories" that were provided. These options, which were intended primarily to spark debate about relevant future directions, were, in brief:

- (Scenario 1) Undertaking mission activities to meet a local community need with Kirk volunteers being actively involved in leading and providing programming activities. For example, tutoring for children, English as a Second Language classes, a breakfast program or used clothing resources.
- (Scenario 2) Re-purposing some of the Kirk's building (such as the newer portion of the building) to provide new meeting spaces and a number of affordable housing units to address the housing crisis in Charlottetown.
- (Scenario 3) Staying the same. Making a conscious decision that we would make no major changes, realizing that this would probably mean that the Kirk would gradually decline and eventually close.

The four small groups each assessed the Kirk's situation somewhat differently, and each had a slightly different preference in terms of the way forward and the adoption of a "future story."

All four small group leaders reported that participants were well engaged in the process. Many participants had been Kirk volunteers for many years and were very familiar with the Kirk's strengths and weaknesses. While the examination of some issues was challenging (like financial challenges and challenges around the functionality and state of repair of Kirk facilities), most participants remained positive about the future of the Kirk and eager to help define a way forward. Sometimes conversation veered into discussions about how to attract new members instead of exploring mission opportunities, per se, but these digressions produced nuggets of insight that were in themselves of potential value to church leadership. A common objection to the original assessment was that it failed to capture all of the good works that members of the congregation do in the wider community as individuals. It was felt that the Kirk has an outsized positive impact on Charlottetown when these good works are taken into account.

Participants were generally in entire agreement about the Kirk's strengths – our "Best At" record. Our strengths included:

- A strong worship experience, including an excellent minister/preacher and excellent music program;
- Our status as a community hub, often welcoming groups that would not otherwise find it easy to secure a home base (i.e. NA, Art in the Open) and drawing in the community for events like summer concerts and the Ceilidh and similar fund raising activities;
- Supporting the community through outreach activities like the Upper Room, Baby Needs drive, Helping Hampers, etc.;
- Supporting our membership with good Pastoral Care (although room for improvement was noted);
- Providing good Christian Education to children and adults;
- Sharing our heritage with the wider community;
- Being a welcoming church that offers supportive fellowship, including to newcomers (i.e. Welcome Back BBQ, Christmas Luncheon, Easter Sunrise Breakfast, Christmas Tea, etc.).

It was noted that while our energy and passion were hard to sustain consistently, we are good at taking on focused, time limited events/objectives with passion and enthusiasm (i.e. Ceilidh, Christmas Tea, Capital Campaign). This is in part a reflection of an ageing volunteer base.

It was agreed by most that our central city location is an asset, and that the potential availability of some of the Kirk property for redevelopment was an asset as well.

Participants were also in general agreement about what the community most needs from us – our “Needs to Be Best At”

- Support to vulnerable populations (the lonely, seniors, those with mental health challenges, caregivers needing respite)
- Newcomers, including all members of families;
- Those facing housing insecurity; and
- Those facing food insecurity.

There was lively discussion in all groups about the future stories (see above).

A number of participants were concerned that whatever future story was pursued, that it not encumber the congregation financially. Concerns were expressed about how many volunteers might be available initially to support a new mission of any size. Some of these concerns were allayed by the hope that some mission possibilities might be revenue generating (i.e. low cost/mixed usage housing) or draw new supporters into the Kirk family to swell the volunteer ranks in the longer term.

All four groups dismissed out of hand the option of the status quo or of doing nothing. It was widely agreed that by launching and successfully completing the Renewing Hope Capital Campaign, the Kirk had made an investment in the future that needs to be honoured.

All participants were agreed that before planning to welcome numerous new people into our Kirk community we need: new, welcoming, accessible and preferably gender neutral washrooms; better and safer accessibility to the Kirk structure; and, a more functional Upper Hall kitchen. There were different views about whether this could be achieved with an Upper Hall renovation such as the one proposed in 2022 (which the congregation had endorsed, but the Redevelopment Committee chose not to pursue because of escalating costs) or as part of a bigger vision.

One of the four groups spent a good deal of time considering a future mission focus that related to pastoral care in one form or another. Providing an adult day program or caregiver respite programs were among their ideas. They also discussed offering life skills training and programs for pre-teens and youth. They felt that it was important to continue to provide safe spaces for self-help groups like NA, AA and other addiction management programs. This group also discussed a number of attractional activities that might draw people to the Kirk, including seniors meetings, shut-ins Communion, jazz vespers, Alpha programs, connections to Island walking tours, etc. For the most part, this group shied away from suggesting any one major mission activity as a goal, preferring to suggest “more of the Kirk” as it is as a future direction. This group did not discuss at length the idea of using the Kirk’s footprint to build affordable housing, but they did pass on some resources that might be useful if that idea was to be explored. The resources are contained in an Appendix to this report. Their main concern with the idea of affordable housing was that it may not generate the income that would be necessary to make the project viable. Despite this monetary concern, the group liked the idea of providing accessible housing to those who had served the church, like retired ministers and their widows/widowers. Finally, the group indicated that the Kirk needs to be more effective at using various media to better advertise the Kirk’s activities and missions, both to members and the wider community.

The second group felt that the Kirk facility was underutilized, and could, if necessary renovations were done (accessibility and new washrooms were particularly noted), host an adult or children’s daycare, offer respite care, serve as an entertainment venue or host business/ government meetings. They were also interested in continuing

the tradition the Kirk has of supporting affordable housing for seniors through the Stamper and Charlotte residences, by redeveloping the Kirk property in part to provide affordable housing. They suggested redeveloping the Hall area to provide renewed gathering spaces and amenities for the congregation and to host missions like daycare/respite care, and two to three floors of affordable housing above that. This could be done with assistance from a developer and/or with support from the different levels of government. This latter future story was the one to which this group gravitated. This group also indicated that the Kirk needs to be more effective at using various media to better advertise the Kirk's activities and missions, both to members and the wider community.

The third group's participants gravitated towards the idea of doing more mission with the vulnerable, especially with newcomers and in addressing food insecurity. It was noted that there are already things like food banks and Newcomers societies, so finding a needed and relevant niche within which to act might take a lot of research. Most agreed that if we were to get into expanded mission along these lines, we would need to make the Kirk, especially the Hall, more welcoming and comfortable for visitors. This suggests redevelopment of the Hall along the lines the Redevelopment Committee proposed a year ago (new accessible bathrooms, new upper kitchen, brighter lighting, new paint, etc. and possibly upgrades to the Lower Hall too). It was felt that if we were to get into increased mission, we would need a new revenue stream to support it. This could potentially be obtained through community partnerships or corporate sponsorships. While this group did discuss the idea of redeveloping the Upper Hall for affordable housing, this was not the group's preferred option. It was felt that churches are not necessarily good at the property management skills that would be required, and there was caution about how much disruption to Kirk affairs a major construction project on site might entail. This being said, there was interest in redeveloping the Hall as affordable housing, if such a project would provide the modernized spaces and additional revenue streams needed to pursue the other kinds of mission that the group preferred. This staged approach to our future – redeveloped Hall as a means to obtain modernized spaces and the revenue streams needed to support missions to the vulnerable – was also noted with approval by the second group.

The fourth group was unanimous in preferring Scenario 2 – redevelopment of part of the Kirk's building as a way of addressing housing insecurity. It could provide affordable housing (including perhaps some units of 2+ bedrooms for families) and also market housing, supply renewed and more functional spaces for other mission-related and congregational activities. Their scenario saw the Kirk retaining the Sanctuary (as restored through the capital campaign) and perhaps working on making it "cozier" for worshippers. They saw the Kirk leveraging the footprint/area of the Hall and adjoining property to provide affordable housing, safe spaces for vulnerable groups to meet, offer a spiritual home and re-settlement support for newcomers, and provide a functional space that the Kirk can use to hold events that have been successful for it in the past (Ceilidh, Christmas Tea, social events, etc.). Their thinking was that this would best leverage our existing underutilized assets for mission while not requiring a large roster of volunteers – the latter being in short supply. The group also explored other ideas like creating childcare or after school spaces/programs, reaching out to the university population and addressing some of its needs, and leveraging the camping ministry experience of Rev. Amanda and Chad Bolton. Additional missions by general consensus would require more expenditures, and the Kirk's finances are strained at present and probably will be for the foreseeable future. Obtaining a new revenue stream from an affordable/mixed housing development on our property would provide financial stability going forward and the potential revenue streams for further mission work in the future. This group also noted that as the New Beginnings small group meetings were being held, a new family from Iran began to worship at the Kirk – it felt like a sign from God that we are and can continue to be, welcoming to newcomers.

Analysis

All participants were agreed that before planning to welcome numerous new people into our Kirk community we need: new, welcoming, accessible and preferably gender-neutral washrooms; better and safer accessibility to the Kirk structure; and, a more functional Upper Hall kitchen. There were different views about whether this could be achieved with an Upper Hall renovation such as the one proposed in 2022 (which the congregation had endorsed, but the Redevelopment Committee chose not to pursue because of escalating costs) or as part of a bigger vision.

All four groups were interested in doing more mission work at the Kirk. It was widely recognized that doing so would require more volunteers than the Kirk has at present, and more financial resources than are currently available.

One of the small groups wholly supported, and two other groups contingently supported, a major redevelopment of the Kirk property of obtain new and more functional meeting spaces, and also meet the need for affordable housing in Charlottetown. The fourth group did not discuss this proposal in any depth, but did provide information on possible redevelopment partners, should the Kirk choose to explore this option. Three groups saw such a redevelopment as the first phase of a two part strategy. In Phase One, the Kirk is redeveloped to achieve more functional meeting spaces and provide affordable housing. This would provide more appropriate and welcoming spaces in which to do Phase Two missions and provide the revenue stream to support such missions. This approach would leverage the unrealized value in our Kirk property, and allow us to pursue a major missional activity with minimal investment of scarce volunteer resources.

It was also clearly noted that the Kirk should invest more energy into a range of communications activities designed to better connect the Kirk with members and the wider community.

Recommendations

1. Continue the restoration and improvement work now being done in the Sanctuary.
2. Explore potential projects that would provide upgraded washroom facilities and improve the accessibility of Kirk structures.
3. Explore what a major redevelopment of the Kirk's property might look like, if it was intended to provide upgraded meeting spaces and affordable housing. This should include an assessment of likely development partners and a cost benefit analysis of the project.
4. Develop plans for a more robust communications posture for the Kirk.
5. Decide on a 21-day Challenge project. This could actually be the new Food Bank collection that we began in January 2024 or the provision of hats, mittens and scarves on our lawn cross, also begun in January 2024.

SMALL GROUP MEETING PARTICIPANTS

Katherine Burnett	Daphne Dumont	Brian Doyle
Linda Evans	Janet Glass	David Harrison
Leanne Fraser-Hendricken	David Hooley	Paulette Hooley
Kathy Large	Jessie Lees	Jocelyne Lloyd
Simon Lloyd	Kathy MacCallum	Douglas Macmichael
Georgie Macmichael	Barbara MacNevin	David MacNevin
Kelly MacWilliams	Sherry Martin	Stuart Matheson
Dawn McMillan	Wayne McMillan	Glenda Montigny
Constance Robinson	David Robinson	Josephine Rose
Tim Rose	Daphne Scott	Ian Scott
Shauna Sullivan Curley	David Toms	Valerie Toms

APPENDIX

In the process of examining possible Kirk building redevelopment options, a number of potentially useful resources were identified. They follow.

BGI Group -- Toronto based property development company. It created the Joy Concept to develop affordable housing aimed primarily at the retiring boomer population. They have been building developments in Canada and the USA. They have been approached by Calvary Church to propose redevelopment options for their property on University Avenue and the Bypass, after Fiona made their original church building unusable. www.myjoyliving.com

The following were mentioned to Ian Scott by Mark Nicol of Spring Park United, related to redevelopment.

Kindred Works -- They're partnering with communities of faith, including the United Church of Canada, and non-profit organizations to provide a way to repurpose their properties to respond to Canada's housing crisis. We're using urban infill opportunities to build beautiful, sustainable, and attainable rental housing for generations to come. And create lasting benefits and a legacy for future generations. <https://kindredworks.ca/> It is reported that they have done 18 projects.

Trinity Centres -- Founded in 2018, Trinity Centres Foundation is a pan-Canadian charitable organization that was created with the vision of lovingly preserving, restoring, and repurposing underutilized churches into community hubs and affordable housing. Since our founding, we've become the national leader in church transformation across Canada. Our impact is measured in discounted rent affordability for families and charities.

Applying a new social business model that generates both societal and economic value, the Foundation is committed to enabling church properties to continue to facilitate positive change, while maintaining a secure financial future. In the process, we help groups to innovative new ways of delivering services, while advancing social inclusion and revitalizing communities and local neighbourhoods. (This appears to be the Anglican equivalent of the UCC related Kindred Works, above) <https://trinitycentres.org/>

Trinity Centres aims to do 100 projects. Mr. Nichol mentioned the work of Rev Graham Singh who is part of the Trinity Centres operation <https://www.grahamsingh.org/> and is clergy person with St. Jax Church. <https://www.stjaxchurch.org/> which had been a closed church (as St. James) now reopened as a community hub/church called St. Jax in downtown Montreal.

Respectfully submitted,

David Robinson

SUSTAINABILITY WORKING GROUP INTERIM REPORT

The Sustainability Working Group was established by Session on the recommendation of the Treasurer to develop a five-year plan to improve the operational sustainability of the Kirk of St. James in the years ahead. The terms of reference include the following:

The initial work will take place in parallel to the New Beginnings process, and will take into account the outcomes from that process. The Working Group will use the extensive background material compiled by the Facility Review Committee (updating as required), and will be guided by the metrics and findings of the New Beginnings Assessment Report and addendum.

Tasks include:

- *With due regard for confidentiality, conducting a detailed analysis of the demographics of the community of Kirk donors to identify strengths and vulnerabilities in the current revenue stream*
- *Identification of strategies to increase revenue, including those which may require investment in order to increase revenue from outside sources*
- *Identification of short-term options to deal with revenue shortfalls resulting from the loss of major donors*
- *Identification of strategies to economize on expenses where feasible, e.g., heating costs*
- *Generation of options to diversify the uses of the Kirk facilities*
- *Such other tasks in support of the mandate as may be identified by the Working Group.*

Working Group members include Daphne Dumont, David Harrison, Kathy Large, Don MacKenzie, Kelly MacWilliams, Stuart Matheson, Wayne McMillan, Tim Rose, and Shauna Sullivan Curley.

In conjunction with the co-chairs, the Treasurer prepared an analysis of Kirk donors (by estimated age cohort, fully anonymized) as well as a listing of sources of rental income. The Working Group has reviewed and considered these documents, along with a chart outlining the groups using the hall or the sanctuary on a regular basis. The Working Group has also brainstormed ideas for revenue opportunities for the sanctuary and the hall in their existing states, and with renovations.

The Working Group has noted that some churches have an endowment fund which builds up over time and provides a regular source of revenue. Often these funds are grown through planned giving. The Working Group believes there is an opportunity for the Kirk to pursue this stewardship approach, particularly now that the capital campaign is complete.

In response to an article in the *Presbyterian Connection* on churches facing similar challenges to the Kirk, one of the co-chairs contacted the National Office to request that the Kirk be informed of any future webinars or new resources relating to innovative uses of church properties.

The Working Group will soon be having a virtual meeting with leaders of a congregation in Halifax that has undertaken a significant redevelopment of its church properties.

The New Beginnings report, based on input from the small group meetings held in late fall 2023, will provide additional direction to the Working Group to enable a better understanding of the direction the congregation wants to pursue at the Kirk. The Sustainability Working Group will continue its work in 2024, taking into account the outcomes of the New Beginnings process.

Respectfully submitted,

David Harrison and Shauna Sullivan Curley, Co-chairs

THE STAMPER AND CHARLOTTE RESIDENCES REPORT

St. James is represented by three members on the Board of the Charlotte and Stamper Residences. The Stamper Residence is the building immediately west of the church on Fitzroy Street, and the Charlotte Residence is across from the Fitzroy Street entrance, on All Souls Lane, facing Rochford Square. Both are licensed community care facilities run as a unit by the board. They were established in 1932 and 1950 as homes for “Lady Residents” under the terms of a generous bequest in the will of Horace Haszard. The legal name of the incorporated entity is “The Protestant Old Ladies Home”, but women of all faiths are welcome now, and we prefer the term “resident” to “old lady”! The original intention of the bequest was to provide a central and comfortable place of residence for gentlewomen who were unable to maintain their own homes in the difficult financial times of the early Depression era, and who needed what we would now call “assisted living” in their older years.

The Residences have always been able to offer full scale community care at very reasonable rates because they are run on a not-for-profit basis by a volunteer board. The board members are appointed from six named Protestant churches; some are required to send two trustees and others only one. Our very competent and well respected matron of thirty-five years, Joyce Pickles, will retire in January 2022. 2021 was a year of carefully planned transition in leadership for the residences. The daily management of the Residences was handled by Matron Joyce and longtime Supervisor Pooja Dulal. Thanks to the efforts of these two leaders the ladies in residences were kept safe and the buildings in good order during the Covid 19 pandemic. There is also an extensive support staff of experienced workers, some of whom have been employed for many years. It is a priority that the residents experience a warm, kind, and loving atmosphere which reflects the Christian generosity and charitable goals of the original donor. The Residences are on an excellent financial footing with a healthy capital fund held in reserve to pay for the extensive repairs and upgrades which these two very old buildings regularly require.

Our own Linda Evans is currently the Chair of the Board. Daphne Dumont and Josephine Rose are the other Kirk trustees.

Respectfully submitted,

Daphne Dumont

THE CUNDALL TRUST REPORT

St. James is required to name one trustee to the Board of the Cundall Trust. Each of six Protestant Churches in Charlottetown name one trustee, following the terms of the will of Henry J Cundall. The Trustees originally ran the “Cundall Home”, a refuge for “friendless young women and girls”, in the building which is now the PEI Heritage Foundation headquarters, Beaconsfield. After various transitions the building was sold to the province and the proceeds formed the nucleus of a modest trust fund which the trustees continue to manage. When interest rates were high the interest was divided every year among agencies and volunteer groups which help young women and girls, and a percentage was saved and reinvested to increase the capital of the fund. Currently the trustees only meet when sufficient interest accumulates, at the current very low rates, to make meaningful donations.

Donations are made on condition that the receiving agency keeps them as confidential as possible, as the amount of money available to the trustees is not large enough to make it feasible to publicize the existence of the fund or solicit applications. The trustees themselves have the task of researching and recommending agencies or organizations which do good work with young women and girls. The recipients change over time and only registered charities or their subsidiaries may receive donations. The donations are greatly appreciated, particularly since they often arrive “out of the blue” when new recipients are identified. Daphne Dumont is the current representative and has been serving since 1984 (as she was surprised to discover when reviewing the minutes!) She is now the Chair of the Board.

Respectfully submitted,

Daphne Dumont

CHARLOTTETOWN AND AREA CHRISTIAN COUNCIL REPORT

There is nothing to report for 2023 for the Charlottetown and Area Christian Council.

Respectfully submitted,

Rev. Amanda Henderson-Bolton

MANAGEMENT COMMITTEE REPORT

Members of the Kirk Management Committee for the year ending December 2022 were Philip Champion (chair), David Harrison (secretary, finance, Session rep), Alan Watts (property subcommittee), Rob Burnett (property subcommittee), Roy Main (until July), and Rodney Dekker (Session representative, finance). Ex-officio members were Wayne McMillan (treasurer), and Rev. Amanda Henderson-Bolton. New volunteers are always appreciated.

The committee met most months.

The work of the committee is detailed in accompanying reports from the Finance, Property, Human Resources and Redevelopment committees.

The Redevelopment Committee, chaired by Wayne McMillan, has worked hard with Coles Associates with some successes, but many frustrations and delays. Lack of trades people, rising prices and delays obtaining materials have left the project far behind schedule and reduced our ability to complete all our goals within the budget available.

MRSB reviewed the financial records, and their report is attached. We greatly appreciate Wayne McMillan's ongoing financial leadership. A new finance committee has been created to support the work and provide backup.

The Ceilidh was a remarkably successful fundraising event again this year. Thank you and congratulations to all those who donated and worked to make it happen.

Managing the finances was made easier by the dedication of members who continued their financial support of the church operating expenses as well as the Capital Campaign. We encourage all those who are able to consider joining the PAR program. Scheduled giving makes our finances and budget much easier to manage.

Thank you to our administrator, Amy Holloway, and our cleaner Kathy Morrison, for their dedication to keeping the Church running smoothly.

I would like to thank the members of the Management Committee and many other volunteers who help with the maintenance and day-to-day operation of the church.

Respectfully submitted,



Philip Champion, Chair

PROPERTY COMMITTEE REPORT

We had a busy and challenging year in 2023.

We looked after snow and ice removal from our sidewalks and driveway in the winter. In the spring, we faced several heavy rain events which resulted in water in the basement and required quite a bit of clean-up. Following the inspection and completion of work on our gutters and downspouts in the summer, we had no water in the basement, even with some heavy rains. It remains to be seen however if the water infiltration problem has been solved or if further work might be required.

In the summer and fall, we supervised the grass cutting and lawn maintenance. We removed Hurricane Fiona debris from the backyard and transported it to the waste disposal site. We also took several trailer loads of unwanted items and material from the basement for disposal over the course of the summer and fall. Repairs were carried out to the manse interior. We acquired a new 12 foot step ladder to provide better access to some of our chandeliers and light fixtures to replace bulbs as they burn out. We are replacing incandescent and florescent bulbs with LEDs wherever possible for increased efficiency and longer life.

Our heating system worked well in the past year, although our heating bill has risen significantly in recent years. We receive all of our heat, with the exception of the manse, from P.E.I Energy System's District Energy Plant. The Plant burns a mixture of waste, biomass and oil. The manse is heated with oil. So our heating costs are directly related to the price of oil. We are currently exploring heat pumps as a possibly more efficient source of heat for both the manse and the sanctuary.

The following groups use the church regularly, and others also use our space from time to time:

Island Choral Society,
Luminos Ensemble,
Forte Men's Choir,
Jr. & Sr. Singing Strings,
Lady Baker's Tea,
Shorehill Gentle Yoga,
Fearless Fido,
Maritime Sword School,
PEI Fencing Club,
Narcotics Anonymous,
N. A. Women's Group,
Adult Children of Alcoholics Group

Thanks to our custodian Kathy Moreside for her conscientious work and to all who helped out with property matters in 2023.

Respectfully submitted,

Rob Burnett
Alan Watts

STEWARDSHIP COMMITTEE REPORT

Stewardship

Before getting to this year's report, let's think briefly about the concept of stewardship and exactly what it means for each us. We are blessed to have inherited a truly beautiful sanctuary from those hard-working dedicated Presbyterians of yesteryear. As stewards we are each called to "manage everything God brings into the believer's life in a manner that honors God and impacts eternity"; or, as expressed in more secular and vernacular terms to: "leave the church in better shape for our successor than it was handed over to us by our predecessor". That's what good stewards do!

I am pleased to report that a budgeted deficit of \$9,251 ended up being a surplus of \$25,683 – albeit owing largely to a few significant contributions from a few generous individuals. Here is a summary of annual income and expenses for the past 4 years:

Income:	Operating Surplus (Deficit)
2020 - \$269,216	\$19,517
2021 - \$303,877	\$14,174
2022 - \$286,612	(\$6,088)
2023 - \$344,263	\$25,683

Expenses:

2020 - \$249,699
2021 - \$289,703
2022 - \$292,700
2023 - \$318,580

*Information obtained from our Kirk Treasurer, Wayne McMillan

While the 2023 overall results are certainly encouraging, given that a small number of significant givngs buttressed our 2023 results, we cannot conclude that this is an established trend.

Our sanctuary is an expensive property to maintain. Just like our own our own homes, our Kirk facility requires annual upkeep. We have been deferring what should be annually funded maintenance expenses for some years now. As our Treasurer has pointed out, deferring annual maintenance costs is not sustainable in the medium/longer run. While the just completed 5-year capital campaign has and will continue to help a lot as regards funding necessary structural improvements, it is insufficient to allow us to do a number of other needed/desired projects (e.g. modernize the washrooms, kitchens, upper and lower halls and classrooms).

In short, to be fiscally sustainable as a congregation in the medium and longer run, we need to generate sufficient revenue to cover all annual operating costs including ordinary maintenance and upkeep and not persistently defer annual operating costs; or, what might be characterized as operating on a "structural" deficit. This means we need to gradually increase annual givings to place us on a more sustainable path for the future.

Capital Campaign

In closing, I should reference the completion of the 5-year Capital Campaign. Fulfillment of everyone's 5-year pledges is almost complete. If your pledge is not yet fulfilled, please do so as soon as your circumstances permit.

As of December 31st Treasurer Wayne advises that we have received gifts and fulfilled pledges totaling \$1,232,839 - which satisfied our budgeted goal!

A hearty shout out and many thanks to all in our Kirk congregation for your contributions and for fulfilling your pledges.

Finally, a special word of thanks to several particularly hard-working individuals: David Robinson, Wayne McMillan and Amy for their extra admin work associated with the Renewing Hope Capital Campaign and for the ongoing work with managing the annual pledges. All these folks are exemplary examples of the good steward who has devoted his/her time, talent and/or money to support this important work.

Planned Giving

For the year ahead, the Stewardship Committee hope to do the pre-planning to put together a planned giving campaign for rolling out in 2025 (i.e. donations via wills, insurance policies, gift of shares, etc.)

Respectfully submitted,

David Hooley - Convenor of the Stewardship Committee

TREASURER'S REPORT

It will be recalled that the financial results for the 2022 year-end for the Operational Account was a deficit of \$6,088 and that the congregation approved a budget for 2023 that forecast a deficit of \$9,251. As 2023 is the first year that regular activities have resumed at the Kirk, following three years of having to deal with the impact of COVID, there was a concern that the possibility of having two successive deficits would be an indication of there being a structural deficit situation developing that would require significant increases in contributions from the congregation or an equal reduction in expenditures or some combination of both going into 2024.

As it has turned out, thanks to significant contributions made by a few members, along with regular pattern contributions, the 2023 year-end resulted in a surplus of \$25,683. This turn-around from a forecast deficit of \$9,251 to a surplus can be traced to the following main areas:

- An increase in Envelope Offerings to \$94,766 or \$13,766 more than the budget of \$81,000.
- An increase in Christmas Offerings to \$33,162 or \$8,162 more than the budget of \$25,000.
- An increase in Loose Offerings to \$4,527 or \$2,027 more than the budget of \$2,500
- An increase in Fund Raising Events to \$16,833 or \$ 2,833 more than the budget of \$14,000.
- An increase in Rental Income to \$23,509 or \$1,509 more than the budget of \$22,000, and
- Endowment Fund Income to \$8,481 or \$3,681 more than the budget of \$4,800.
- Promotions and Summer Tours income to \$2,885 or \$1,385 more than the budget of \$1,500.
- And various smaller amounts.

It should be noted that an amount of \$40,805 was contributed for specific unbudgeted purposes as Gifts and Miscellaneous, including \$14,658 that was designated for a family that was facing a foreclosure on their house. These funds were offset by an equal offsetting expense shown as Miscellaneous and Unbudgeted Expenditures totaling \$39,371.

During the year income did not keep pace with expenditures and in mid-year it was necessary to borrow funds from the Capital Restoration and Improvement Fund (\$10,000) to cover expenses. At times, leading up to the last two months of the year, the deficit exceeded \$50,000. Expenditures that exceeded budget were:

- Repairs and Maintenance on the Church and Manse that totalled \$11,916 or \$3,916 more than the combined budget of \$8,000.
- All other areas of expenditure were at or below budget with minor exceptions. (Note: The advance of \$10,000 has since been repaid to the Capital Fund).

The Management Committee also approved a withdrawal of \$10,400 from accumulated income in the Endowment Fund that is managed by the National Office of the Presbyterian Church. This action was based on the decision of the National Church to not provide any income on investments beginning with the last quarter of 2022 and continuing up to the third quarter of 2023. Their decision was based on the then prevailing market conditions. Since there is a reliance on income from the Fund, it was determined that the Endowment Fund could sustain an annual withdrawal of \$10,400 without encroaching on the Fund's Restricted Capital of \$200,000. The current balance in the Fund is reported as \$220,320. The National Office did forward additional unrequested income proceeds of \$2,258 in December but this will not be repeated as the fixed amount of \$10,400 to be withdrawn each year will provide greater certainty of cash flow. This amount is well within the historical Endowment Fund income preceding 2022.

It is not an uncommon occurrence to incur a significant deficit during the year and it can generally be managed with the cash reserves that are in the operating bank account. Contributions historically increase in November and December. 2023 was exceptional, with over \$81,000 being contributed in December. While it is gratifying to see such positive results in 2023, it is with some degree of certainty that 2024 will not produce a similar result. And that is being reflected in the budget that is being presented for approval for 2024.

This year the Management Committee established a Finance Committee consisting of David Harrison, Rodney Dekker and the Treasurer. The primary purpose of the Committee is to provide oversight to the Treasurer's role, become familiar with all aspects of the duties and functions of the Treasurer and be comfortable in assuming the Treasurer's functions if the need arises.

The Restoration and Improvement Capital Fund began operating in 2018, with the planning phase, and 2023 is the final year of the Renewing Hope Campaign. To the end of December, the fund has successfully raised \$1,232,839. Expenditures have totaled \$661,025 over the five-year period. The balance in the Restoration and Improvement bank account, plus the Investment of \$500,000 totaled \$571,659 as of December 31st and while the balance indicated in the financial statement shows a balance of \$594,149 this amount includes an accrual of interest, HST rebate, receivables and payables that have yet to be reflected in the bank account. A more detailed accounting is provided in the Restoration and Improvement Implementation Committee Report.

During the year an initiative to plan for future direction under the New Beginnings framework was undertaken and as part of that project a Sustainability Working Group was formed. That Group was to generally conduct an analysis of current demographics and funding sources, and then identify and examine opportunities for enhanced use of facilities and new funding opportunities. Regrettably, the project has stalled and in the meantime the Restoration and Improvement Implementation Committee has been asked to not proceed with certain work that was originally scheduled to be done and to limit projects to the sanctuary, with some exceptions for the hall. It is important that the work Sustainability Working Group continue its work and develop options to ensure the future viability of the Kirk for consideration by the congregation.

In closing, I want to express my sincere appreciation to the staff, all members of the congregation, the members of the Management Committee, Property Committee, Stewardship Committee, Human Resource Committee, Trustees, Session and the newly created Finance Committee for their assistance during the year, with a special thank you to David Robinson and Reverend Amanda. Without the support of everyone, the achievement of the 2023 results would not have been possible.

Respectfully submitted,

Wayne McMillan, Treasurer

ST. JAMES PRESBYTERIAN CHURCH INC.
Financial Statements
December 31, 2023

ST. JAMES PRESBYTERIAN CHURCH INC.

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December 31, 2023

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INDEPENDENT PRACTITIONER'S REVIEW ENGAGEMENT REPORT

To the Congregations of St. James Presbyterian Church Inc.

We have reviewed the accompanying financial statements of St. James Presbyterian Church Inc. (the Church) that comprise the statement of financial position as at December 31, 2023, and the statements of changes in net assets, operations and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian Accounting Standards for Not-For-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying financial statements based on our review. We conducted our review in accordance with Canadian generally accepted standards for review engagements, which require us to comply with relevant ethical requirements.

A review of financial statements in accordance with Canadian generally accepted standards for review engagements is a limited assurance engagement. The practitioner performs procedures, primarily consisting of making inquiries of management and others within the entity, as appropriate, and applying analytical procedures, and evaluates the evidence obtained.

The procedures performed in a review are substantially less in extent than, and vary in nature from, those performed in an audit conducted in accordance with Canadian generally accepted auditing standards. Accordingly, we do not express an audit opinion on these financial statements.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the financial statements do not present fairly, in all material respects, the financial position of St. James Presbyterian Church Inc. as at December 31, 2023, and the results of its operations and its cash flows for the year then ended in accordance with Canadian Accounting Standards for Not-For-Profit Organizations.

MRSB Chartered Professional Accountants Inc.

MRSB CHARTERED PROFESSIONAL ACCOUNTANTS INC.

Charlottetown, PE

February 12, 2024

ST. JAMES PRESBYTERIAN CHURCH INC.


Statement of Financial Position

December 31, 2023

	2023	2022
ASSETS		
Current		
Cash	\$ 73,051	\$ 46,728
Accounts receivable (Note 4)	21,212	16,631
	94,263	63,359
Restricted cash		
Session	631,508	666,463
Memorial	1,436	1,388
Restricted investments (Note 5)	220,320	217,595
	\$ 947,527	\$ 948,805
LIABILITIES		
Current		
Accounts payable and accrued liabilities	\$ 16,304	\$ 15,512
Government remittances payable	2,618	2,062
Deferred revenue (Note 6)	5,251	1,378
	24,173	18,952
NET ASSETS		
Restricted session funds (Statement 3)	631,508	666,463
Endowment funds (Statement 3)	220,320	217,595
Internally restricted funds (Statement 3)	1,436	1,388
Unrestricted funds (Statement 3)	70,090	44,407
	923,354	929,853
	\$ 947,527	\$ 948,805

ON BEHALF OF THE MANAGEMENT COMMITTEE:


 _____ Chair


 _____ Treasurer

See notes to financial statements
 Prepared without audit

ST. JAMES PRESBYTERIAN CHURCH INC.

Statement of Changes in Net Assets

Year Ended December 31, 2023

	2022 Balance	Excess of revenues over expenditures	Restricted session fund net revenue	FMV adjustment	2023 Balance
Restricted session funds (Note 11)	\$ 666,463	\$ -	\$ (34,955)	\$ -	\$ 631,508
Endowment funds	217,595	-	-	2,725	220,320
Internally restricted	1,388	-	48	-	1,436
Unrestricted (Statement 4)	44,407	25,683	-	-	70,090
	<u>\$ 929,853</u>	<u>\$ 25,683</u>	<u>\$ (34,907)</u>	<u>\$ 2,725</u>	<u>\$ 923,354</u>

	2021 Balance	Deficiency of revenue over expenditures	Restricted session fund net revenue	FMV adjustment	2022 Balance
Restricted session funds (Note 11)	\$ 653,896	\$ -	\$ 12,567	\$ -	\$ 666,463
Endowment funds	257,570	-	-	(39,975)	217,595
Internally restricted	1,324	-	64	-	1,388
Unrestricted (Statement 4)	70,495	(6,088)	(20,000)	-	44,407
	<u>\$ 983,285</u>	<u>\$ (6,088)</u>	<u>\$ (7,369)</u>	<u>\$ (39,975)</u>	<u>\$ 929,853</u>

ST. JAMES PRESBYTERIAN CHURCH INC.

Statement of Operations

Year Ended December 31, 2023

	2023	2022
Revenues		
Offerings	\$ 239,818	\$ 210,294
Gifts and miscellaneous	40,805	20,982
Other rental	23,509	20,237
Fundraising events	19,718	15,714
Interest	8,481	5,401
Choral Scholarship Fund	6,042	6,052
Presbyterian Sharing	1,960	2,060
Helping Hampers	1,570	1,900
Baby shower mission project	1,378	1,822
Presbyterian World Service and Development	982	1,650
Bequests	-	500
	<u>344,263</u>	<u>286,612</u>
Expenditures		
Bank charges	1,144	868
Bulletins and worship	2,180	2,658
Church utilities	48,919	50,618
Donations	1,570	1,900
Fundraising	1,388	750
HST - non-recoverable	6,092	7,340
Insurance	10,900	10,421
Manse property	15,874	14,067
Miscellaneous	19,722	7,085
Office	10,551	10,593
Presbyterian Sharing	14,000	14,000
Presbyterian World Service and Development	982	1,650
Presbytery and Synod	10,814	8,628
Professional fees	3,290	3,170
Repairs and maintenance	9,789	6,349
Scholarship	6,200	5,600
Session	1,192	657
Unbudgeted expenditures	20,549	15,482
Wages and benefits (Note 7)	133,424	130,864
	<u>318,580</u>	<u>292,700</u>
Excess (deficiency) of revenues over expenditures	<u>\$ 25,683</u>	<u>\$ (6,088)</u>

ST. JAMES PRESBYTERIAN CHURCH INC.

**Statement of Cash Flows
Year Ended December 31, 2023**

	2023	2022
Cash flows from operating activities		
Excess (deficiency) of revenues over expenditures	\$ 25,683	\$ (6,088)
Changes in non-cash working capital:		
Accounts receivable	(4,581)	(404)
Restricted investments	2,725	(39,975)
Accounts payable and accrued liabilities	790	4,302
Government remittances payable	556	(6,979)
Deferred revenue	3,873	1,378
	<u>3,363</u>	<u>(41,678)</u>
	<u>29,046</u>	<u>(47,766)</u>
Cash flows from financing activities		
Net decrease in restricted session funds	(34,955)	(7,433)
Net increase in internally restricted funds	50	64
	<u>(34,905)</u>	<u>(7,369)</u>
Decrease in cash	<u>(5,859)</u>	<u>(55,135)</u>
Cash - beginning of year	<u>932,174</u>	<u>987,309</u>
Cash - end of year	<u>\$ 926,315</u>	<u>\$ 932,174</u>
Cash consists of:		
Cash	\$ 73,051	\$ 46,728
Restricted cash	632,944	667,851
Restricted investments	220,320	217,595
	<u>\$ 926,315</u>	<u>\$ 932,174</u>

ST. JAMES PRESBYTERIAN CHURCH INC.

Notes to Financial Statements

Year Ended December 31, 2023

1. DESCRIPTION OF THE BUSINESS

St. James Presbyterian Church Inc. (the "Church") is a registered charity for federal income tax purposes. Incorporating in the manner exempts the Church from income taxes providing ongoing compliance requirements are met. The objective and purpose of the Church is to hold worship services weekly, provide pastoral care, and to support missionary activities in Canada and overseas.

2. BASIS OF PRESENTATION

The financial statements were prepared in accordance with Canadian Accounting Standards for Not-For-Profit Organizations (ASNPO).

3. SIGNIFICANT ACCOUNTING POLICIES

Fund accounting

St. James Presbyterian Church Inc. follows the restricted fund method of accounting for contributions.

Restricted fund - Session funds consist of restricted donations to the Church. The principal is required to be maintained intact for some donations, and the investment income generated must be used in accordance with the various purposes established by the donors. For other donations, the principal may be used. Church policy has been established with the objective of protecting the real value of the donations by limiting the amount of income expended and reinvesting unexpended income.

Endowment funds consist of restricted donations to the Church, the principal of which is required to be maintained intact. The investment income generated from the externally restricted net assets is available for operating purposes.

Internally restricted funds consist of unrestricted donations to the Church with no restrictions on expending the principal of the fund which are restricted by the management committee for a specified purpose. Unrestricted donations are available for use at the discretion of the management committee.

Cash

Cash is comprised of cash in banks, restricted cash in banks and restricted investments.

Accounts receivable

Accounts receivable arise from offerings receivable and Harmonized Sales Tax receivable. An allowance for bad debts has been calculated through discussions with management, assessment of the other circumstances influencing the collectibility of amounts, and using historical loss experience. Amounts deemed uncollectible are written off and deducted from the carrying value of the receivable. Amounts subsequently recovered from accounts previously written off are credited to the allowance account in the period of recovery.

(continues)

ST. JAMES PRESBYTERIAN CHURCH INC.

Notes to Financial Statements

Year Ended December 31, 2023

3. SIGNIFICANT ACCOUNTING POLICIES (continued)

Tangible capital assets

In accordance with CPA Handbook Section 4433, Tangible Capital Assets Held by Not-for-Profit Organizations, the Church expenses its capital acquisitions in the year of purchase. Contributed capital assets are not recognized in the financial statements.

Major assets owned by the Church but not reflected on the financial statements include land and buildings (church, hall and manse), organ, piano, computer, equipment and furniture and fixtures.

During the year, the Church purchased a dishwasher in the amount of \$899 which was included in manse property and tables and chairs in the amount of \$930 which were included in unbudgeted expenditures.

Investments

Investments for which there are quoted prices in an active market are carried at fair value. Unrealized gains or losses are reported as part of excess of revenues over expenditures. Investments for which there is not an active market are carried at amortized cost except when it is established that their value is impaired. Impairment losses, or reversal of previously recognized impairment losses, are reported as part of excess of revenues over expenditures.

Impairment of long lived assets

The Church tests for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Recoverability is assessed by comparing the carrying amount to the projected future net cash flows the long-lived assets are expected to generate through their direct use and eventual disposition. When a test for impairment indicates that the carrying amount of an asset is not recoverable, an impairment loss is recognized to the extent the carrying value exceeds its fair value.

Financial instruments

The Church initially measures its financial assets and financial liabilities at fair value.

The Church subsequently measures all of its financial assets and financial liabilities at cost or amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value of these financial instruments are recognized in excess or revenues over expenditures.

Financial assets measured at amortized cost on a straight-line basis include cash, restricted cash and accounts receivable.

Restricted investments are measured at fair value.

Financial liabilities measured at amortized cost on a straight-line basis include accounts payable and accrued liabilities.

Transaction costs on the acquisition, sale, or issue of financial instruments that are subsequently measured at amortized cost are shown as an adjustment to the carrying value of the related financial instrument.

(continues)

ST. JAMES PRESBYTERIAN CHURCH INC.

Notes to Financial Statements

Year Ended December 31, 2023

3. SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Revenue recognition

The Church follows the deferral method of accounting for revenues. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Rental revenue is recognized when the tenant begins to occupy the space and rent is due. Rental revenue that has been received in advance is recorded as deferred revenue until the Church discharges the obligations that led to the collection of funds. Damage deposits received from tenants are deferred until the obligations of the tenant have been fulfilled and the tenant ceases to occupy the space which was rented.

The Church records collections when amounts are received.

Revenues are recognized when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Interest revenue is recognized on a time proportionate basis.

Bequests

The Church is the beneficiary under various wills and trust agreements, the total realizable amounts of which are not at present readily determinable. The Church records such bequests when proceeds are received.

Contributed services

The operations of the Church depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

Measurement uncertainty

When preparing financial statements according to Canadian ASNPO, management makes estimates and assumptions relating to:

- reported amounts of revenues and expenditures
- reported amounts of assets and liabilities
- disclosure of contingent assets and liabilities.

Estimates are based on a number of factors including historical experience, current events and actions that the Church may undertake in the future, and other assumptions that management believes are reasonable under the circumstances. By their nature, these estimates are subject to measurement uncertainty and actual results could differ. In particular, estimates are used in accounting for certain items such as revenues, allowance for doubtful accounts, asset impairments, and legal contingencies.

ST. JAMES PRESBYTERIAN CHURCH INC.

Notes to Financial Statements

Year Ended December 31, 2023

4. ACCOUNTS RECEIVABLE

	<u>2023</u>	<u>2022</u>
HST receivable	\$ 17,165	\$ 10,142
Offerings receivable	4,047	6,489
	<u>\$ 21,212</u>	<u>\$ 16,631</u>

5. RESTRICTED INVESTMENTS

	<u>2023</u>	<u>2022</u>
<u>Endowment investments</u> The Presbyterian Church in Canada	\$ 159,320	\$ 156,595

<u>Session endowment investments</u> The Presbyterian Church in Canada:		
D.A. MacKinnon Fund	25,000	25,000
E.E. MacKinnon Fund	11,500	11,500
MacLure Memorial Bursary Fund	10,000	10,000
P. Prowse Fund	10,000	10,000
Session Benevolent Fund	4,500	4,500
	<u>61,000</u>	<u>61,000</u>

Grand total	\$ 220,320	\$ 217,595
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6. DEFERRED REVENUE

	<u>2023</u>	<u>2022</u>
Offerings	\$ 5,251	\$ -
Baby Shower Mission project	-	1,378
	<u>\$ 5,251</u>	<u>\$ 1,378</u>

ST. JAMES PRESBYTERIAN CHURCH INC.

Notes to Financial Statements

Year Ended December 31, 2023

7. WAGES AND BENEFITS

	2023	2022
Minister - stipend	\$ 54,000	\$ 49,493
Organist	25,400	25,075
Administrator	24,918	23,784
Congregation pension (Note 8)	11,569	11,352
Levies and benefits	6,560	6,509
Custodial services	5,984	4,524
Minister - health insurance	4,918	4,684
Workers compensation	75	207
Interim minister	-	5,236
	<u>\$ 133,424</u>	<u>\$ 130,864</u>

8. PENSION COSTS AND OBLIGATION

The Church has a defined contribution plan providing retirement benefits to its employees. Pension costs represent the Church's portion of contributions required under the plan. During the year, \$11,569 (2022 - \$11,352) was expensed as pension costs.

9. FINANCIAL INSTRUMENTS

The Church's financial instruments consist of cash and restricted cash, investments, accounts receivable and accounts payable and accrued liabilities.

The Church is exposed to various risks through its financial instruments and has a comprehensive risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Church's risk exposure and concentration as of December 31, 2023.

Credit risk

Credit risk arises from the potential that a counter party will fail to perform its obligations. The Church is exposed to credit risk from customers. The Church maintains its cash in bank deposit accounts which, at time, may exceed federally insured limits.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. In seeking to minimize the risks from interest rate fluctuations, the Church manages exposure through its normal operating and financing activities. The Church is exposed to interest rate risk primarily through its fixed income denominated investments.

Unless otherwise noted, it is management's opinion that the Church is not exposed to significant other price risks arising from these financial instruments.

ST. JAMES PRESBYTERIAN CHURCH INC.

Notes to Financial Statements

Year Ended December 31, 2023

10. RESTRICTED SESSION FUNDS

Session Benevolent Fund - This fund was established by the Session in the past to provide for the needy of the Church. Only the interest is to be distributed annually. Distribution is the responsibility of the Kirk minister(s) and the details of such distribution are confidential to them.

MacLure Memorial Bursary Fund - This fund was established by the late Miss Lena C. MacLure in memory of her father, Mr. W. Chester S. MacLure to provide an annual bursary to persons who are training for the Presbyterian ministry. Only the interest is to be used for bursaries. Distribution from this fund is the responsibility of the Kirk Session, and is usually based on requests from the trainees themselves. Members of the Kirk families will receive first consideration for bursaries followed by persons from Zion, St. Mark's, New London and Prince Edward Island.

D.A. MacKinnon Fund - Mr. D. A. MacKinnon, a long serving Elder of the Kirk, left the residue of his Estate to the Kirk, with the interest to be used for the missions of the Church. Missions are described as purposes directly related to the spiritual objectives of the Kirk. Some of these purposes include assistance to the uniformed youth groups, the Charlottetown Christian Council, Christian Communications, Board of Trustees in support of home missions and other worthy causes which fall within the terms of reference.

E.E. MacKinnon Benevolent Fund - Miss E.E. MacKinnon left a sum of money to the Session to help the needy of the community. The original principal of \$8,825 was increased by \$2,675 to \$11,500 during 1989 when a small benevolent fund for the relief of teachers which Miss MacKinnon has also established years ago was declared no longer required. The trustees of that fund passed the principal and accumulated interest to the Kirk to be added to this fund, based on their understanding of the wishes of Miss MacKinnon. The interest is distributed by the minister(s) of the Kirk, to whom the details of such distribution are confidential.

P. Prowse Fund - This fund was established by the late Pauline Prowse for the upkeep of the Prowse Memorial Chapel. Only the annual interest of the fund is available; the principal remains intact.

Other funds - From time to time, money is given to or left to the Session with or without a specific purpose. Each donation is held in a separate account within the Session books and used as directed or as determined by the Session until it is gone. Details of specific accounts are available from the minister(s) or from the Chairman of the Session Finance Committee.

ST. JAMES PRESBYTERIAN CHURCH INC.

Notes to Financial Statements

Year Ended December 31, 2023

11. SESSION OPERATIONS AND FUND BALANCES

	Opening balance	Revenue & transfers in	Expenditures & transfers out	2023
<u>Income/expenditure accounts:</u>				
Session Benevolent Fund	\$ 3,068	\$ 285	\$ -	\$ 3,353
MacLure Memorial Bursary Fund	2,253	633	-	2,886
D.A. MacKinnon Fund	15,602	1,582	-	17,184
E.E. MacKinnon Fund	7,573	728	-	8,301
P. Prowse Fund	4,350	633	-	4,983
Miscellaneous	(404)	-	(44)	(448)
	<u>32,442</u>	<u>3,861</u>	<u>(44)</u>	<u>36,259</u>
<u>Designated for special use:</u>				
Restoration and Improvement Fund	632,921	130,680	(169,452)	594,149
MacNevin Heritage Fund	1,100	-	-	1,100
	<u>634,021</u>	<u>130,680</u>	<u>(169,452)</u>	<u>595,249</u>
	<u>\$ 666,463</u>	<u>\$ 134,541</u>	<u>\$ (169,496)</u>	<u>\$ 631,508</u>

St. James Presbyterian Church

2024 Operating Account Budget

Note:

	Actual 2022	Budget 2023	Actual 2023	Budget 2024	
Revenue:					
1 Envelope Offerings	\$ 73,563	\$ 81,000	\$ 94,767	\$ 90,000	Envelope Offerings
2 Envelope Offerings - Designated	17,332	-	22,129	-	Envelope Offerings - Designated
3 Loose Offerings	2,400	2,500	4,527	3,000	Loose Offerings
4 Christmas Offering	25,084	25,000	33,162	28,000	Christmas Offering
5 PAR Offerings	109,172	107,000	107,337	108,000	PAR Offerings
6 Kirk Recitals/Choral Scholarship	6,052	6,000	6,042	6,000	Kirk Recitals /Choral Scholarships
7 Fund Raising Events	14,326	14,000	16,833	15,000	Fund Raising Events
8 Rental Income	20,237	22,000	23,509	23,500	Rental Income
9 PWS&D Received	1,650	1,000	982	200	PWS&D Received
10 Presbyterians Sharing Received	2,060	2,000	1,960	2,000	Presbyterians Sharing Received
11 Soup Kitchen Donations	75	100	25	100	Soup Kitchen Donations
12 Helping Hampers Campaign	1,900	2,000	1,570	1,600	Helping Hampers Campaign
13 Baby Shower Mission Project	1,822	-	1,378	1,000	Baby Shower Mission Project
14 Interest - Endowment	5,401	4,800	8,481	7,200	Interest - Endowment
15 Promotion and Summer Tours	1,388	1,500	2,885	3,000	Promotion and Summer Tours
16 Clerk's Fund	-	-	-	5,000	Clerk's Fund
17 Bequests	500	-	-	-	Bequests
18 Miscellaneous	3,650	3,500	18,676	3,500	Miscellaneous
TOTAL ORDINARY REVENUE	\$ 286,612	\$ 272,400	\$ 344,263	\$ 297,100	TOTAL ORDINARY REVENUE
Expenses:					
Compensation					
19 Wages and Benefits	\$ 132,106	\$ 135,400	\$ 133,424	\$ 136,601	Wages and Benefits
Worship, Music & Christian Education					
20 Christian Education Supplies	-	200	-	200	Christian Education Supplies
21 Music Scholarships	5,600	6,000	6,200	6,000	Music Scholarships
22 Musicians/Soloists	1,223	1,300	875	1,000	Musicians/Soloists
23 Worship/Fellowship Supplies	502	500	30	500	Worship/Fellowship Supplies
24 Session Expenses	657	700	1,192	1,200	Session Expenses
25 Dues & Subscriptions	1,709	1,700	1,779	1,800	Dues & Subscriptions
26 Pulpit/Organist Supply	900	1,000	1,080	1,200	Pulpit/Organist Supply
27 Youth Group	-	300	-	200	Youth Group
	10,591	11,700	11,156	12,100	
Mission & Outreach					
28 Community Dinner	-	250	-	250	Community Dinner
29 Presbyterians Sharing Remitted	14,000	14,000	14,000	16,000	Presbyterians Sharing Remitted
30 PWS&D Remitted	1,650	1,000	982	1,000	PWS&D Remitted
31 Missions & Outreach Com.	2,000	2,200	1,142	1,200	Missions & Outreach Com.
32 Promotion & Summer Tours	750	1,500	1,388	1,500	Promotion & Summer Tours
33 Helping Hampers Campaign	1,900	2,000	1,570	1,600	Helping Hampers Campaign
	20,300	20,950	19,082	21,550	
Assessments					
34 Presbytery	4,087	5,030	5,030	4,837	Presbytery
35 Synod	4,541	5,300	5,784	5,477	Synod
	8,628	10,330	10,814	10,314	
Administration					
36 Professional Fees	3,170	3,300	3,290	3,000	Professional Fees
37 Advertising & Promotion	-	200	-	200	Advertising & Promotion
38 Courier & Postage	920	1,000	1,012	1,100	Courier & Postage
39 Insurance	10,421	10,056	10,900	11,378	Insurance
40 Bank Charges	551	600	838	900	Bank Charges
41 Office Supplies	5,604	6,500	6,415	6,000	Office Supplies
42 Minister's Book Purchases	-	-	75	300	Minister's Book Purchases
43 Minister's Study Leave	-	-	300	400	Minister's Study Leave
44 Travel	-	-	900	950	Travel
45 Clerk's Fund	-	-	-	5,000	Clerk's Fund
46 Service Charge - PAR	317	315	307	315	Service Charge - PAR
47 Unbudgeted Expenses	15,482	-	20,549	-	Unbudgeted Expenses

48 GST/HST Expense	7,340	6,400	6,092	7,500	GST/HST Expense
49 Miscellaneous	6,235	2,400	18,822	3,500	Miscellaneous
	<u>50,040</u>	<u>30,771</u>	<u>69,500</u>	<u>40,543</u>	
Property					
50 Electricity - Church	3,577	3,800	3,715	3,800	Electricity - Church
51 Electricity - Manse	1,054	1,250	1,015	1,100	Electricity - Manse
52 Heat - Church	44,239	44,000	42,195	44,000	Heat - Church
53 Heat - Manse	6,064	6,000	5,465	5,700	Heat - Manse
54 Property Taxes - Manse	5,998	6,000	6,577	6,900	Property Taxes
55 Repair & Maintenance - Church	6,349	6,000	9,789	8,700	Repair & Maintenance - Church
56 Repair & Maintenance - Manse	354	2,000	2,206	2,000	Repair & Maintenance - Manse
57 Sewer & Water - Church	471	500	550	600	Sewer & Water - Church
57 Sewer & Water - Manse	598	600	610	650	Sewer & Water - Manse
59 Telephone - Church	2,331	2,350	2,482	2,500	Telephone - Church
	<u>71,035</u>	<u>72,500</u>	<u>74,604</u>	<u>75,950</u>	
TOTAL ORDINARY EXPENSES	\$ 292,700	\$ 281,651	\$ 318,580	297,058	TOTAL ORDINARY EXPENSES
SURPLUS/(DEFICIT)	\$ (6,088)	\$ (9,251)	\$ 25,683	\$ 42	SURPLUS/(DEFICIT)

60 **Capital Expenditure Budget**

Capital Fund Balance from 2022	\$ 632,921
Capital Fund Income Per Financial Statem	\$ 130,680
Sub Total	\$ 763,601
Expenditures	\$ 169,452
Balance	\$ 594,149

Details of the Restoration and improvement Fund are outlined in the Redevelopment Committee Report.

Work to be undertaken in 2024 includes the following:

- Reinforcement of a Sandstone Pier
- Renovate Lower Washroom
- Refurbishment of All Exterior Doors Including Hardware (Including Replacement where Required)
- Removal of Existing Plexiglass Coverings on Windows and Installing New Frames with Lexan Coverings
- Renovation of the Lower Level Electrical/Storeroom
- Retiling the Lower Kitchen Floor
- Upgrading Electrical panels and some Lighting
- Replacement of Ramp and Step Railings
- Replacement of Stair Treads

Note: There is no estimate of the cost of this work at present. The work is currently out for tender and prices will not be known until tenders close.

2024 Budget Notes and Assumptions:

1. Envelope Offerings: Projected requirement for 2024 has been set in consideration of an anticipated reduction in contributions from 2023 levels.
2. Envelope Offerings - Designated: There is no specific budget for this item as it represents donations received to cover unbudgeted expenditures. Note # 47
3. Loose Offerings: Projected from an average of past yearly actuals.
4. Christmas Offering - This estimate is based on the contribution levels from the past few years.
5. PAR Revenue: Estimate based on 2023 actual and allowing for some increase that has been offset by withdrawals from PAR.
6. Kirk Recitals & Choral Scholarships: Estimate is based each scholarship of \$1,500.00
7. Fund Raising Events: Net income from fund-raising events such as the Ceilidh and silent auction, etc.
8. Rental Income: Rents for use of the upstairs and downstairs halls, kitchen and for space occupied by Lady Baker's Tea.
9. Presbyterian World Service and Development Received: Any amounts donated are remitted by St. James to the National Office. The amounts donated are offset by the corresponding remittance as found in Note # 30.
10. Presbyterians Sharing: Donations received from the Congregation are remitted to the National Office and are included in the amount of \$14,000 to be remitted in 2023. Note # 29. The assessment by the National Office for 2023 is estimated at \$29,000.
11. Soup Kitchen Donations: A budget to assist the soup kitchen program.
12. Helping Hampers Campaign: Donations are passed on to the Salvation Army. The expenditure is noted at #28.
13. The Baby Shower Mission Project is a continuation of an initiative started in 2022.
14. Interest Income: Income on Endowment Fund Investments are allocated for general use with a proportion being allocated to Session Accounts on a prorated basis.
15. Promotions and Summer Tours: To cover the cost of maintaining the website and the use of social media along with providing summer tours of the Kirk.
16. Clerk's Fund: An amount that has been contributed and designated for the use of the Action Clerk.
17. An amount received as a bequest from an estate in 2022 with no budget for 2023 or 2024.
18. Miscellaneous Expenses are those which are generally of a one-time expense as well as smaller amounts that do not fit any established account.
19. Wages and Benefits for the Minister, Organist and Choir Director, Administrator and Custodian
20. Christian Education: An amount budgeted for Sunday school expenses.
21. Music Scholarships: An amount to provide for four bursaries of \$1,500.
22. Musicians/Soloists: A budget to provide for guest musicians and soloists.
23. Worship/Fellowship Supplies: To provide for worship materials and supplies.
24. Session Expenses: An amount to cover Session expenses during the year.
25. Dues & Subscriptions: To provide for fees and subscription expenses.
26. Pulpit & Organist Supply: To provide for replacements for vacation leave.
27. Youth Group: A budget to support the youth group activities.
28. Soup Kitchen Donations: See Note # 11 above.
29. Presbyterians Sharing: See Note #10 above. Funding is added to the funds received from individuals to remit the budgeted amount.
30. PWS&D: See Note #9 above. .
31. Mission & Outreach: A budget for Mission and Outreach Committee activities.

32. Promotions and Summer Tours: To cover the cost of maintaining the website and the use of social media along with providing summer tours of the Kirk.
33. Helping Hampers Campaign: See Note # 13 above.
34. Presbytery: Assessment as provided by Presbytery.
35. Synod: Assessment as provided by Synod.
36. Professional Fees: Provision is made for the fees charged by MRSB.
37. Advertising and Promotion: To provide for advertising for special events.
38. Courier & Postage: To provide for the cost of mail-outs to the congregation.
39. Insurance: To cover Property, Liability and Errors & Omissions coverage.
40. Bank Charges: To provide for bank service charges on various accounts.
41. Office Supplies: To provide for necessary office supplies.
42. Minister's Book Purchases: To provide an amount available to the Minister for this purpose.
43. Minister's Study Leave: to provide a budget for study leave for the Minister.
44. Travel: To provide for travel by the Organist and Choir Director.
45. Clerk's Fund: To provide a budget for the use of the Clerk for expenses related to congregational matters/events.
46. Service Charges - PAR: To cover the cost of service provided by the United Church.
47. Unbudgeted Expenses: This item is to cover expenditure that are not budgeted and that will be recovered by donations.
48. GST/HST: This is an estimate of net GST/HST expense after applying the GST/ HST rebate.
49. Miscellaneous: To cover various item that do not fit established accounts.
50. Electricity - Church: To cover Maritime Electric charges.
51. Electricity - Manse: To cover Maritime Electric charges.
52. Heat - Church: To cover district heating charges.
53. Heat - Manse: To cover heating oil billings.
54. Property Taxes - Manse: To cover City and Provincial property taxes.
55. Maintenance and Repair - Church: The budget has been set at \$8,700 to carry out repairs/upgrades to specific areas of the Church property in concert with Capital Campaign projects.
56. Repair & Maintenance - Manse: To cover minor repairs at the Manse.
57. Sewer & Water - Church: To cover water and sewer bills form the City of Charlottetown.
58. Sewer & Water - Manse: To cover water and sewer bills form the City of Charlottetown.
59. Telephone - Church; A budget to cover the cost of the telephone system.

Capital Budget - Church – 2024 Estimate

60. Estimates for the Capital Budget estimates are normally based on cost projections prepared by Coles Associates Inc. These estimates are not available as it is not possible to cost projects because of a lack of tradespersons and firms available to do the work. Individual components have been selected as potential work to be completed in 2024 and tenders are currently out for bids. Capital Campaign contributions received to-date are estimated to be sufficient to enable identified work to be completed.

NOMINATING COMMITTEE REPORT

The Nominating Committee, composed of the Action Clerk of Session and other Session Elders, respectfully submits the following nominations. Terms of service (three years unless otherwise noted) will terminate at the Annual Meeting held in the calendar year indicated in brackets.

2024 Annual Meeting

Chair: Daphne Dumont

Secretary: David Robinson

Committees of Session

Christian Education

Ian Scott (2026) (CC)
David Robinson (2026) (CC & Treasurer)
Constance Robinson (2026)
Jennifer Moss (2025)

Mission and Outreach

Michele Halliwell (2027) (C)
Georgie Macmichael (2025)
Barbara McPherson (2025)

Pastoral Care*

Katherine Burnett (2027)
Georgie Macmichael (2027)
Tim Rose (2025)
Ian Scott (2025)
Mary Nicholson (2025)

Worship

Jocelyne Lloyd (2027) (C)
Linda Godfrey (2025)
Kathy Large (2025)
Josephine Rose (2027)
Constance Robinson (2025)
Valerie Toms (2026)
Frances McBurnie (ex officio)

Management

Philip Champion (2025) (C)
David Ashby (2027)
Rodney Dekker (2025)
Nelson Hagerman (2027)
David Harrison (2027)
Wayne McMillan (ex officio)

Committees of Management

Human Resources*

Angela Oatway (2027)
Pamela Stewart (2025)
Don MacKenzie (2025)

Property

Rob Burnett (2025)
Alan Watts (2025)

Stewardship

David Hooley (2025) (C)
Rodney Dekker (2026)

Finance

Wayne McMillan (Treasurer) (2025)
David Harrison (2025)
Rodney Dekker (2025)

- These committees will need to meet and select a Convener.

Other Positions and Committees

Trustees

Don MacKenzie (2025)
Wayne McMillan (2025)
James Macnutt (2025)

Fellowship

Katherine Burnett (2026) (C)
Michele Halliwell (2025)
Alan Watts (2025)
Karen Forbes (2026)

Christian Council

Rosalie Darby (2024)

Cradle Roll

Rev. Amanda Henderson-Bolton

Cundall Home Trust

Daphne Dumont

Sustainability Committee

Shauna Sullivan Curley (CC)
David Harrison (CC)
Daphne Dumont
Kathy Large
Don MacKenzie
Kelly MacWilliams
Stuart Matheson
Wayne McMillan
Tim Rose
Rev. Amanda Henderson-Bolton (ex officio)

Communications

David Robinson (2025) (C)
Jocelyne Lloyd (2025)
Robert Bartley-Crossley (2025)

Heritage

James Macnutt (2027) (C)
David Ashby (2025)
David MacNevin (2025)
David Robinson (2025)
Simon Lloyd (2025)

Roll Clerk

Constance Robinson

Stamper & Charlotte Residences

Daphne Dumont (2026)
Linda Evans (2025)
Josephine Rose (2025)

Old Protestant Burying Ground

David MacNevin

Redevelopment Committee

Wayne McMillan (C)
Rob Burnett
Philip Champion
David Hooley
David Robinson

Inclusion Committee

David Robinson (C)
Doug Macmichael
Jennifer Moss