

STITTSVILLE UNITED CHURCH



ANNUAL REPORT FOR 2021

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**MINUTES OF THE STITTSVILLE UNITED CHURCH
ANNUAL CONGREGATIONAL MEETING
DULY CALLED AND HELD BY ZOOM/CONFERENCE CALL
ON SUNDAY, MAY 2 2021, 11:00 AM**

1. **Welcome and Opening Comments.**

Rev. Grant Dillenbeck welcomed all the participants and gave a brief introduction to Zoom and how the meeting would be run. He also received consent from participants to record the meeting to make it easier to take attendance and minutes.

2. **Call to Order and Opening Prayer.**

Rev. Grant Dillenbeck called the meeting to order at 11:05 am and offered an opening prayer.

3. **Review of Policy regarding the method of voting.**

Because this year's meeting was held via Zoom/Conference call, Rev. Grant Dillenbeck suggested that voting be done by voice by unmuting and answering with an audible "yes" or "no" as per Bourinot's Rules of Order used by the United Church of Canada and the Parliament of Canada. Everyone in attendance agreed.

4. **Election of Secretary and Chair.**

Motion: That Doug Hall be elected as chair and Alanna Code be elected as secretary for this congregational meeting. Moved by Carla Miner. Seconded by Shawn Williams. Carried.

5. **Motion regarding voting privileges.**

This vote is for full members of the church, but will allow all present, including adherents, to vote on all future motions of this meeting.

Motion: That permission be granted to all those present to vote on all motions made at this meeting. Moved by Phil Sweetnam. Seconded by Arlene Preston. Carried.

6. **Approval of the Agenda.**

Motion: That the agenda as circulated by approved. Moved by Carla Miner. Seconded by Arlene Preston. Carried.

7. **Approval of the Congregational Meeting minutes – February 23, 2020 .**

Motion: That the minutes of the congregational meeting held on Sunday, February 23, 2020 as printed on pages 2-5 in the 2020 Annual Report be approved. Moved by Jeff Milan. Seconded by Carolyn Clark. Carried.

8. **Motion to accept all Committee Reports**

Motion: To accept all reports as printed in the 2020 Annual Report, with the exception of "Statement of Operations" & "Flowthrough Funds" (pp. 34-37) and the "Members of the Board and Ministry Teams" nominations. Moved by Arlene Preston. Seconded by Ben Rhody.

Discussion: One small correction needs to be made to the Cemetery Report on page 31 of the SUC Annual Report which should, under 2020 activity, read "6/20/2020 Kenny/Parks (Niche purchase)" rather than Kenny/Fee.

Call for Vote on the above motion with small correction to Cemetery Report: Carried.

After the vote on the motion to accept all Committee Reports, Rev. Grant Dillenbeck offered a prayer and read the names of those who died in 2020.

9. Financial Matters

a) Introduction of our Treasurer, Mo Panetta

Unfortunately Mo was unable to be present on the Zoom call, but Grant provided information about Mo. He is very busy at this time of year with tax preparations for his clients!

b) Motion to Approve the “Statement of Operations” and “Flowthrough Funds”

Motion: To approve the “Statement of Operations” and “Flowthrough Funds” reports as circulated from pp. 34, 35 and 37 of the 2020 Annual Report. Moved by Arlene Preston. Seconded by Phil Sweetnam. Carried.

c) Appointment of person to conduct independent financial review for 2021.

Motion: That Arlene Preston be asked to conduct the annual review for the financial records for 2021. Moved by Ben Rhody. Seconded by Phil Sweetnam. Carried.

d) Budget approved by SUC Board on February 10, 2021.

Because of the pandemic and the inability to meet in person for Congregational meetings, the General Council of the UCC gave permission for the Board to approve the 2021 budget on behalf of the congregation. The budget, as circulated from page 34-35 of the SUC Annual Report, was approved by the SUC Board on February 10, 2021.

10. Update on Spiritual Growth Animator and Tender Loving Care Facilitator projects.

Leena Massé continues in the position of Sunday Spiritual Spark Director, providing “Leena’s Litte Lec-tionary” every Sunday morning on Facebook Live. She also offers evening story time during the week, also on Facebook Live.

Julee Pauling was in the position of Spiritual Spark Director but had to step down from the position. Ruth has stepped in to fill the void and has offered several programs including “Art from the Heart”, “Colourful Connections” and “Sweet Connections.” These have all been well received by the church and community at large. An additional \$5000 of grant money was received for Colourful Connections. We are in our final year of funding for our original project and expect to receive an additional \$5000 in the coming year to finish the original commitment. Once the congregation comes back together, we will need to decide in what form the SGA project will continue. Will we change it to try to get new funding for new projects? Will we fund it through some of our Trust Funds for a couple of years before it is incorporated into the budget? Will we use funds from Solar Project?

Kate McDonald was the most recent TLC Facilitator until the funds ran out in December 2020. While in the position Kate coordinated the call list, helped people move, made deliveries, etc. Kate continues to be involved on a voluntary basis and Connie Cathcart has taken over the coordination of the calling list. We will need to determine how to proceed with the TLC project once we are able to gather in person again. Will we want to resume remunerating someone for part of the work? Will we try to have it all done on a voluntary basis?

11. Motion regarding the election of members to the Board and Ministry Teams.

Motion: That those named in the “Members of the Board and Ministry Teams for 2021” leaflet and any others nominated at the meeting today be elected to the positions specified. Moved by Phil Sweetnam. Seconded by Carla Miner. Carried.

N.B. All of the people listed for the Board and Ministry Teams were previously elected in 2020 and continue to serve out their terms, no new additions have been made in 2021. However, although all Member at Large positions are currently filled on the SUC Board, Doug Hall has been Chair or Acting Chair for eight years except for the brief period when Eileen McLean was in the position. We need to find someone to step into the Chair position to give Doug a break. Everyone is asked to think about possible candidates and encourage them to consider joining the Board.

12. **Update on our ministry plans moving forward.**

We do not have a crystal ball to see when we will be able to resume in-person activities at SUC. However, we will be following all public health guidelines moving forward and we have a very competent team to help us put procedures in place to keep everyone safe moving forward. Hopefully, we will be able to slowly re-integrate in-person activities sometime this fall. We will continue to offer our online activities at least until that time and we will probably continue to offer several the online activities which have reached out to people that we have not been able to connect with by meeting in person. There will need to be conversations moving forward about what we continue, what we resume, what we let go. It will be impossible to resume everything pre-Covid right away and it will be impossible to continue with both pre-Covid activities and new online activities so decisions will need to be made about how to proceed.

13. **Other Business.**

No other business.

14. **Appreciation of Staff and Volunteers**

Doug Hall offered deep appreciation to staff for the amazing amount of work and effort put in to adapt to the new realities and the challenges faced in this exceptional year.

Rev. Grant Dillenbeck offered thanks to everyone who has offered support to continue offering programs throughout these challenging times. Special thanks was offered to Arlene Preston for going above and beyond to step in and out of the Treasurer roll and supporting the treasurer as required over the past couple of years. And although very recent, Grant also thanked Ian Frei, Wendy Hall and Perry Fee for the recent delivery and spreading of topsoil around the church property.

15. **Declaring of the meeting closed.**

The meeting was closed at 11:48 am.

16. **Closing Prayer.**

The Rev. Grant Dillenbeck offered a closing prayer.

Chair: _____
Doug Hall

Secretary: _____
Alanna Code

2021 SUC BOARD REPORT

Within the United Church of Canada, church Boards have two primary responsibilities, to “oversee the spiritual interests of the congregation” and to have “general oversight of the finances of the congregation.” The challenges faced by our congregation during the COVID-19 pandemic have brought these two areas into special focus for the Board which met several times during the year, primarily by Zoom.

Throughout the year the Board continued to work with members of our Re-engaging in In-person Activities advisory group, all of whom are members of our congregation with experience and expertise in areas of health and safety. Late in 2021 it was decided that limited in-person activities could take place in our building, including Sunday morning worship, however soon afterward concerns about the Omicron variant led to the decision to return to holding most church activities online. The Board will continue to monitor public health guidance and consult with the congregation in order to decide when and how best to once again hold in-person activities in our building.

The Board also monitored and supported the work of the staff as they continued to provide most of our ministry online and through email, postal mailings, phone calls and other means. The Board appreciates the efforts of our staff and volunteers for their creativity and flexibility in being able to maintain inspiring and supportive worship and spiritual growth activities. (More details are found elsewhere in this Annual Report.)

The Board and Finance Ministry team also closely monitored the ongoing financial situation of the congregation and agreed to use \$10,000 from the Operating Contingency Fund to address the year-end deficit. (More details are found in the Finance Ministry Team report.)

In 2020, before the Pandemic, the Board had started a process to consider becoming an Affirming Church and provide opportunities to explore, prayerfully reflect on and discuss how we are presently welcoming and inclusive of those from a wide diversity of backgrounds, including those of all gender identities and sexual orientations, and to consider ways we can be even more intentional about offering a safe and supportive community for as many people as possible. Without being able to meet in person, the Board has put this process on hold.

Plans are underway to hold our Annual Congregational Meeting on Sunday March 27, 2022 at 11:00 am. As long as Ottawa Public Health guidelines allow it, we will hold the meeting in person and by Zoom and conference telephone call. The congregation will be discussing and voting on some very important issues at this meeting, and so we encourage you to participate in whatever way is possible.

We are very grateful to all of those who have provided the remarkable ongoing financial and volunteer support which has enabled us to continue our ministry. Your faithful efforts and commitment have been remarkable.

We thank all of the members of our Board for offering leadership in our congregation and for agreeing to continue in their positions. We especially thank Doug Hall, who served as chair longer than expected, and Beth Sweetnam who was elected by the Board as interim chair until the Congregational Meeting.

Though there is uncertainty about the year ahead, the Board will continue the work it has been doing, as well as facilitate the process needed to look ahead to the retirement of Rev. Grant Dillenbeck. We are confident that, with God’s guidance, our congregation and Board will continue to meet the challenges and find new opportunities for ministry in the year ahead.

Respectfully, Rev. Grant Dillenbeck.

2021 STAFF REPORTS

MINISTER'S REPORT

“You are the Body of Christ, and each of you is a part of it.” 1 Corinthians 12:25

What is Stittsville United Church? Some would say it is the white church with the steeple beside the cemetery on Fernbank Road. Others might say it is the church with the Solar Panels in the parking lot. There are those who would say it is the church which has had the great musical dramas, or the church that has provided Funday Sundays with a free BBQ and bouncy castles in the spring and fall. Others might describe it is the place where Girl Guide groups and the Canadian Military Wives' Choir, the Stittsville Muslim Association and other community groups have met. A few might say it is the place where they attended a funeral or wedding. Those who have attended the church regularly would probably say it is a place where they have worshiped and attended other activities which have provided spiritual growth and inspiration for them and their families. What about you? What is Stittsville United Church for you?

For almost two years we have not been able to have many in-person activities at the church. If we had been told this would happen, some might have said the church would not be able to survive. There have definitely been challenges during the time of the pandemic and yet it is clear the commitment of members of our congregation has remained incredibly strong. It has shown us that our church is much more than just a place where people meet in person, it is a place where we feel connected and inspired spiritually in many ways.

Recently one of the readings from the bible was from the Apostle Paul's first letter to the church in Corinth. In that letter he said that a church is a place where every person is a part of something greater than themselves—a part of the Body of Christ. Stittsville United Church is one manifestation of that body and it is only truly the church when each person is respected, appreciated, cared for and included, and where each person recognizes and uses the gifts they have for the good of others. We are indeed stronger together than we are without each other.

Throughout the year our church staff worked very hard to continue the ministry of our church as effectively as possible. Through Facebook Live and Zoom we offered worship services and Leena's Lectionary time on Sundays. On weekday evenings Leena read stories, Grant led Bible Chat Tuesday evenings, on Wednesday evenings we offered Soul Time meditations and Elizabeth Hochster led yoga. (At the time of preparing this report we heard that Elizabeth had died. She will be greatly missed and we offer our most heartfelt prayers and support to her daughter Catherine.) On Friday evenings Ruth and Grant offered a prayer time. We also sent out weekly email updates and regular postal mailings for those who do not have email, as well as activity packages for families and we stayed connected through our Sweet Connections and Colourful Connections programs. Late in 2021 we offered a few in-person activities including worship, before deciding to return to online activities only due to the rise of the Omicron variant. You can read more about each of these and other activities at other places in this Annual Report.

We are all well aware that we do not know what the future holds. It is not clear when we will be able to gather in-person at the church the way we did two years ago. But maybe this time is an opportunity for us to see that our church is more than what we do in the building, and that each one of us has a part to play in keeping the church alive and vital in providing ministry within our community.

In spite of all of the challenges faced in the past year, the financial support of the congregation has been amazing. In 2021 our expenses were within budget, and our offerings were virtually the same as 2020. However with very little income from fundraising or hall rental the operating fund ended the year with a deficit of about \$10,000.

The Board has decided to cover this deficit from the Operating Contingency Fund of our funds held in trust as was authorized in the congregation's Policy Regarding Funds Held In Trust. A year-end financial statement and our 2022 budget are included in the Annual Report.

Plans are underway to hold our Annual Congregational Meeting on Sunday March 27, 2022 at 11:00 am. As long as Ottawa Public Health guidelines allow it, we will hold the meeting in person and by Zoom and conference telephone call. The congregation will be discussing and voting on some very important issues at this meeting, including our budget and ministry priorities in 2022. This will include a balance between maintaining as much of the present level of ministry and staffing as possible, while ensuring the financial well-being of the congregation now and in the future. We encourage your participation in whatever way is possible.

I personally want to thank all of our staff who have responded creatively and faithfully to this unprecedented situation as well as those who faithfully share their gifts by serving through being members of the Board, the Ministry Teams, the UCW, the Spiritual Growth and SPARK initiatives and in so many other important ways, and of course all those who continue to prayerfully and financially support our ministry. Your efforts are greatly appreciated and do make a difference in the lives of many in our congregation and community!

Even though we cannot be sure what the year ahead has in store, we know that when we work together as the body of Christ, our congregation will remain strong as we each prayerfully and faithfully play our part in carrying out the ministry of our church now and in years ahead. With God's love and guidance we will keep "Growing - together - In Spirit."

Yours in Common Purpose, Rev. Grant Dillenbeck.

MUSIC DIRECTOR'S REPORT

The Music program at SUC this past year was, of necessity, simple. The focus was providing music for Sunday services. Whether music was provided live, or was pre-recorded, depended on the severity of the public health restrictions within the year.

Collaborations happened, when restrictions permitted. Occasional guest musicians helped to add a variety of people and instruments. Getting back into the sanctuary for a few weeks allowed me to play the organ again, which was lovely.

The biggest joy of the year was having a small choir during the fall. Having a number of singing couples in the congregation has been very helpful! A small group of us was able to rehearse and prepare recordings throughout the fall. For Advent, this group learned and recorded the cantata 'And The Glory Shone Around'.

Hopes are high that restrictions will ease enough in 2022 to bring a return to more normal operations for everything in SUC, including the music program.

Respectfully submitted, Allison Houston, Music Director

YOUTH WORKER'S REPORT

Being a teenager has it ups and downs and certainly this year was a roller coaster ride for many. The youth had challenges of online educational learning, working part time as essential workers and missing out on social activities.

ONLINE SUPPORT Many of our young adults that attended weekly youth group gathering miss being physically at the church. This year we stayed connected virtually and in the driveway, physically distanced.

YOUTH GROUP ALUMNI Previous SUC youth group members sought out support, connection and guidance as they navigated this year and the pandemic. Some of them are at university, some are working, and some are dating or married and some are raising children of their own. These are all very big challenges and the youth ministry of SUC continues to offer support, love and prayers for our young adults via zoom text and face time.

BIRTHDAY DRIVE WAY SINGING Our youth experienced very quiet birthdays, but Grant and Ruth surprised many with a socially distanced driveway "Happy Birthday" song.

MURAL MINISTRY This ministry grew as a SPARK initiative from the Advent 2020 murals that were created by youth. Thanks to social media, these murals received lots of publicity and folks in town reached out to the church to show their appreciation. A new SPARK initiative was born. Many new families and teens participated in this project and have become involved in other ways since the mural ministry ended in May 2021. Teenagers received volunteer community hours for painting. One mural takes approximately 20 hours to paint. It was a blessing to make new connections with youth and their family in town. Once it is safe to do so, there are plans to bring together all the artists and their families to have a time of gratitude.

LENT It has become a tradition that every Lent the youth offered their time and talents in worship leadership and Lent 2021 was no different. Teens read scripture, offered musical talents and offered call to worships via Zoom. This was enjoyed by both teens and adults so this has continued on for the rest of the year.

ACHRAY CHURCH CAMPING Many of the youth and their families missed going to the Achray campground in Algonquin Park for a **WEEK-END CHRISTIAN CAMPING** experience with Ruth and Grant in 2021. We are hoping we will be able to have another camping weekend at Achray May 27-29, 2022. Fifteen families have booked sites along the large white sandy beach and around the lake which is great news. Everyone is looking forward to spending time together in this beautiful part of the Algonquin wilderness.

SUMMER JOBS In the spring of 2021, Ruth offered support for résumé writing and assistance preparing for job interviews. She did this over the phone and in person in her backyard, one-on-one. Many of the SUC youth worked this past summer and into the fall in part time jobs.

2021 was another year of COVID and it's uncertainty. We are grateful to all the parents for their support of the youth group activities during 2021. Special thanks to Amy Mesdag who has been a leader and a mentor for many of our youth over the past few years and certainly once again in 2021.

Please continue to keep the youth and young adults of our congregation and their faith development in your prayers. I am grateful for each and every member of this talented and caring group of individuals. This year, I have been blessed to meet so many new teenagers who are keen to learn about the church and their involvement with it. I am honoured to share in their faith development over this past year and look forward to 2022. Thanks to all who support this ministry at SUC.

Lots of Love,
Ruth Richardson, Stittsville United Church Youth Worker

SPIRITUAL SPARK DIRECTORS REPORT

As the SUC Spiritual SPARK Directors, we have worked together to support others with their SPARK ministries. We are both present on Sunday mornings and every day during the week, SPARK ministry is alive and well. We both enjoy teaching and sharing the words of the message of unconditional love to all. We enjoy supporting those who are not involved in the church find ways to feel welcomed and receive nourishment in their faith journey.

We both enjoy working with Grant, learning and exploring the Old and New Testaments along with people who have been at SUC a long time and those who are new to the church. We have been challenged by the words of Jesus as he asked his disciples to go out into the world and spoke of God's love and how to live in God's way. We have learned new ways to do just that: PowerPoint, Facebook, Zoom. Other ways included building a community of people to create murals on the fence, donating murals to different places, the "Art from the Heart" project.

The church is still ministering, just in different ways. Leena has one of the murals outside the preschool where she works. The parents have asked about it and Leena has had the opportunity to talk about the church and encourage them to go and see the other murals on the fence at the church. What a great way to reach out.

Ruth has had some of the artists tell her that they cannot wait to be able to come into the building and meet with others at SUC as they continue to find support.

We both enjoy our work at Stittsville United Church and thank the Spiritual Growth Animation support team and the other church staff with whom we work for their support during this very difficult year. Thank you so much.

Lovingly Submitted by SPARK DIRECTORS Eileen Masse (Leena) and Ruth Richardson

2021 MINISTRY TEAM REPORTS

WORSHIP SPARKS

Before the COVID-19 pandemic I can only recall one Sunday in my over 36 years of ministry, when worship in the sanctuary was cancelled. That was early in my time here at Stittsville because a snowstorm blocked the roads and church parking lot. I never could have imagined we would go through almost two years with no worship services in the sanctuary, except for a few in-person services before Christmas in 2021. Worship has always been a central aspect of the ministry of our congregation and we all miss being able to gather together for inspiration and fellowship. In spite of that, we continue to provide Sunday morning worship via Facebook Live and send a weekly email which includes the worship bulletins for upcoming services. Some who do not have an internet connection listen in by telephone and a number of local retirement residences also make our worship services available to their residents. Usually on the first Sunday of the month we invite those watching our service to take part in Communion in their own homes by having bread and something to drink ready to eat and drink together at the time of Communion. We will also keep offering our monthly Forest Church events outside, usually at 2:00 pm on the last Sunday of the month. The church Board will continue to monitor public health information and consult with the congregation in order to decide when and how best to return to in-person activities at the church. We look forward to the time when we can be in our sanctuary again, but until it is safe to do so, we will continue to offer worship services and other inspiring activities online.

Though it has been a challenge to offer worship in the creative and participatory way we have done in previous years, we are grateful for those who have helped with, and been involved in our worship services. Our Music Director, Allison Houston, has provided musical inspiration for our worship in person when safely possible and also through pre-recorded songs and accompaniment. We are also grateful to those who have read scripture and offered their musical and vocal gifts by Zoom or by recording. We are grateful to Michael Larson who has operated the computer equipment which enables us to livestream our worship services and to Ruth Richardson who has been operating the camera. We also thank those who volunteered to check vaccination certificates for the services we did hold in the sanctuary. All of their assistance has been invaluable. It has certainly been a learning curve for all involved and we are open to suggestions about how we can provide even more meaningful worship experiences.

In addition to our regular 10:00 am worship, Rev. Grant participated in a Good Friday procession of the cross with the clergy of St. Andrew's Presbyterian and St. Thomas Anglican churches which has been offered virtually for the past two years, and which we hope we will be able to invite people to attend on Good Friday in 2022.

If you have suggestions for worship or would like to contribute to our worship services, please speak to Grant.

Submitted by Rev. Grant Dillenbeck

FINANCE MINISTRY TEAM

Due to the COVID-19 pandemic, our 2021 Annual Congregational Meeting was not held in-person, but through Zoom and telephone conference call on Sunday May 2, 2021. At that meeting the congregation approved a budget of about \$200,000, which was a reduction of \$17,000 from the previous year due to the uncertainty created by the pandemic. We are pleased to report that our expenditures for 2021 were on budget and our offerings were virtually identical to those received in 2020. However, as expected, our revenues from facilities rentals, fundraising and loose offerings from the collection plates on Sunday mornings, were in total about \$15,000 less than previous years. This left us with a deficit of close to \$10,000 in our operating budget. The Finance Ministry Team and Board have agreed to use funds from the Operating Contingency Fund to cover this deficit, which follows the policy approved by the congregation in the Policy Regarding Funds Held In Trust at the Annual Congregational Meeting on February 24, 2019.

At our next Congregational Meeting we will discuss the proposed budget for 2022 (a draft of which is found at the end of this Annual Report). In 2021, as in recent years, grants from the United Church of Canada enabled us to continue our Spiritual Growth Animation activities by covering the salaries of our Spiritual Spark Directors, Ruth Richardson and Leena Masse. (You can read more about these projects in other submissions to this Annual Report.) We will no longer receive the United Church grants for these positions, so the congregation will need to decide whether or not to continue the Spiritual Spark Director positions and the programs they provide from our own financial resources in 2021.

December 2021 marked the 10th anniversary of the installation of the solar panels, and in December 2021 the final installment of the Solar Project loan from the Stittsville United Church trust funds was paid back, with the loans from the United Church of Canada having been paid back a few years ago. At the Annual Congregational Meeting in 2019 the congregation approved a Policy Regarding Funds Held In Trust, which included the decision that, "Once the Solar Fund loans from the United Church of Canada and the Stittsville United Church Trustees have been paid, the total annual income from the Solar Project will be directed to the Operating Contingency Fund." It is expected that about \$10,000 per year will be directed to the Operating Contingency Fund "for arising ministry initiatives and/or year-end General Fund deficits," as stipulated in the Policy Regarding Funds Held In Trust. On behalf of the congregation we express our gratitude to the Solar Project Team for all of their efforts over the years. You can read their full report for 2021 in this Annual Report.

The Finance Ministry Team met regularly by Zoom in 2021 to monitor the financial situation of the congregation and to offer recommendations to the Board. We thank those who served as members of the Financial Ministry Team in 2021 for their commitment and wisdom. They are Rob Watt (Chair), Maurizio Panetta (Treasurer), Allison Houston (non-voting Secretary), Rev. Grant Dillenbeck, Lou Flaborea, Perry Fee, Blaine Pauling, Jeff Daly, and Wendy Hall. We still have one vacancy, so let us know if you have any suggestions for a new member.

We offer our most sincere thanks to all who have prayerfully and faithfully supported the Finance Ministry Team's work this past year, both through your financial donations and the contributions of your time, efforts and talent. Though the COVID-19 pandemic will continue to have an impact on the ministry and finances of our congregation in the coming year, as we have seen in this past year, we are confident that the members of our congregation will provide the generous and dedicated support needed to continue the ministry of Stittsville United Church in 2022 and in the years ahead.

Submitted by Rob Watt, Chair, Finance Ministry Team.

SPIRITUAL GROWTH ANIMATION (SGA) SUPPORT TEAM

During the COVID-19 pandemic, we have continued to reach out into our community to hear about what people are passionate about and seeking in their spiritual growth. Pastoral care and spiritual growth opportunities have been provided via Zoom, text, Facebook Live and Messenger, phone and outdoor visits when allowed.

Our two SPARK Directors have been very busy this year. Ruth Richardson, the team lead for the SGA Support Team, took on the role of Weekly SPARK Director on an interim basis. Miss Leena Masse continues to be the Sunday Morning SPARK director and also offers a ministry of storybook reading at night twice a week. Over the past year, our SGA Support Team and Spiritual SPARK Directors have continued to prayerfully listen to discern what people in the community and in the church are seeking in the area of spiritual growth, and below are some of the activities offered in response.

On Feb 1 of 2022, our team was very sad to hear the news of Elizabeth Hochster's death. Elizabeth was passionate about the SPARK ministry and was instrumental in writing the first New Ministry grant proposal. Her faith and desire to serve on this team was inspirational. Elizabeth stepped down from the SGA Support Team to become the SPARK Director after Krystal Kirkwood resigned the position in the fall of 2018. Elizabeth filled the position until the spring of 2019 when the team were able to hire Julee Pauling and Miss Leena Masse for the positions. All of the SGA support team members and SPARK staff will miss Elizabeth deeply.

Here is the list of SPARK ministry initiatives for 2021:

WEEKLY

SUNDAY MORNING SPARKS included two spiritual growth opportunities that followed **The Common Lectionary scripture readings**. Both were offered via Facebook Live stream using Zoom, video and pictures.

- **Sunday at 10:00 am**—The Minister and Music Director offered a worship SPARK in the Upper Room at 10:00 am.
- **Sunday at 11:15 am**—The SPARK Directors create and offer lectionary time for those interested in an intergenerational lectionary exploration.

The *Whole People of God* and the Illustrated Ministry *Mini Revolutions* were both used to create lectionary bible readings that provided direction and guidance for the themes of Sunday morning SPARKs. Monthly packages were mailed out to 43 families and over 90 children. Each week a feature family answered questions and presented via Zoom or video for the 11:15 am SPARK intergenerational experience. This was created during the summer and has continued until the present. Children are happy to colour their murals and send pictures of them to be shown during the Sunday morning lectionary time on the big screen.

WEEKDAY EVENING INTEGENERATIONAL STORY TIME. Tuesday and Thursday evenings from 8:00-8:30 pm, an ongoing book reading was offered. Story selections have included the Narnia series, *Matilda*, *The Hobbit* and the adventures of Percy Jackson.

SOUL TIME is an opportunity to develop spiritual awareness and practices where all are welcome. These Wednesday evening sessions started at 6:00 pm with Meditation. Leadership this year was provided by Elizabeth Hochster, Grant Dillenbeck, Allison Houston and Ruth Richardson.

TGIT PRAYERS Grant and Ruth collect their thoughts of the week and share prayers with people online at 9:30 pm.

MONTHLY

FOREST CHURCH on a Sunday afternoon once a month when it was allowed under the provincial guidelines for the pandemic, a spiritual experience in nature at the property of Denice and Alain Quirion.

IN EARLY DECEMBER we hosted one COMMUNITY PAINT NIGHT on Monday Dec 6th. Amy Mesdag and Christina Meunier offered their talent and support for the evening of soul-enriching art. We were physically distant with only 20 people and no food or drink was provided. So many people commented how great it was to be back together being creative. Food for the soul indeed. Hopefully this can happen again in the future. We have a waiting list for when this can happen again.

CARDMAKING was an initiative started by Eileen McLean and her friend Carole Deschamps Peters. The group has dedicated this SPARK initiative to Eileen's memory and creative spirit. In November and early December this group gathered every Tuesday evening. Safely physically distanced, about 10 people laughed and created cards to send to others needing a little support from the group.

A STITTSVILLE COMMUNITY FAMILY OUTDOOR DANCE was held on Saturday October 16th from 1—3pm. More than 50 people danced, chatted and enjoyed the live music of the five-man band "Rockaphile." A tour of the new painting of the sanctuary was a highlight. Thanks to families who set up and cleaned after this event.

WEEKDAY EVENING STORY TIME. In the fall Leena offered an online evening story time as many children had gone back to school during the day and a Lectionary-based activity and craft time after worship on Sunday mornings. SPARK Directors created and sent packages to over 40 families with over 90 children to assist them with the Lectionary lessons using the *Whole People of God* curriculum. And Illustrated Ministry Mini Revolutions.

SWEET CONNECTIONS. On the first Sunday of the month we would normally hold a community Sunday brunch. Our Sweet Connections SPARK was created to help people socialize and share treats virtually. In 2021, Miss Leena shared her sweets online and shared stories for 30 minutes. The Sweet Connections initiative served over 820 containers of sweet treats. We thank the volunteer bakers: Susie Anderson, Nancy Wycik, Lynn Seabrook, Cheryl Buer Cartwright, Glynis Doorbar, Kelli Byce, Janet Evans, Kate McDonald and Betty Young for coordinating the Evites and Ruth Richardson, Alanna Code, Christina Meunier and Grant Dillenbeck for organizing the containers and packing them.

CUPCAKE SPARK. Susie Anderson and Betty Young created CUPCAKE "DIY" kits. Families signed up to receive a kit of a dozen cupcakes with icing and decorations to be picked up on December 18. Twenty-five kits were made and the families thoroughly enjoyed decorating and eating these wonderful creations.

PORCH CUPBOARD. Our large Rubbermaid cupboard, which was purchased with Spiritual Growth Animation grant money, continues to serve the community. It continues to provide a place for people to drop off and pick up Sweet Connections and other items when the building is closed.

PAINTING. The sanctuary was painted by professional painters and this inspired a few other people to SPARK more painting in the building. The front red porch door was in need of lots of scraping, priming and finally paint, all completed by Connie Cathcart. The door is very welcoming for those entering the building. The upstairs hallway, from the sanctuary to the Upper Room, was painted with the same colours as the sanctuary. Dave, Heather and Ben Newar and Ruth Richardson did a super job brightening this space.

COLOURFUL CONNECTIONS. This initiative was started to help people be inspired and stay

connected through art. The members of paint night, card making, craft, and prayer shawl groups and artists in the community created “Art from the Heart” to share with others, especially those feeling isolated and alone during the COVID-19 pandemic. A Colourful Connection Facebook page was created for people to volunteer to be an artist or to nominate people to receive art. From December 2020 to May 2021, 130 pieces of art were sent out each month to those nominated to receive art. Art from the Heart was created by and sent to retirement and long-term care residences, schools, daycares, and people in the community. This program enabled people to have their spirits lifted by creating and receiving art. This ministry received many appreciation cards and donations from those nominated to receive the art. *“What a wonderful heartfelt initiative for sharing and caring. I was so humbled and very touched to be nominated and to receive a beautiful creation every month. It was so inspiring and uplifting during my difficult journey. God Bless.”*

MURAL MINISTRY. From December 2020 to May 2021, murals were attached to the church fence along Stittsville Main Street and there was a very positive response from the community. The Mural Ministry has become another Colourful Connections outreach initiative in the community with many people asking to help paint the murals and display these positive words of encouragement. Businesses, retirement and long-term care residences and daycare centres have requested murals to display. The SGA Support Team applied for and was awarded a New Initiative grant from The United Church Foundation to continue the vital, creative and healing ministry of Colourful Connections, which is especially important during this time of the COVID-19 pandemic. Many connections between families, teens and elderly were created and they continue to be supported on their faith journey thanks to this ministry. The future plan for this community is to gather in the building and continue to care for the lonely and the sick with their soulful expression creating art.

We thank the United Church of Canada New Ministries Fund and Eastern Ontario Outaouais Regional Council of the United Church, for their financial support. The SGA Support Team continues to be blessed by the dedication of the two SPARK directors .

For the Five-Year Celebration, the SGA Support Team members are currently gathering comments and letters from folks that had their faith journey impacted by SPARKing at SUC—The Place to BE! So many people have come to the church thanks to a SPARK, all ages and stages of life. We continue to prayerfully reach out into our community to listen for and respond to what people are passionate about and seeking in their spiritual life. It has been an amazing growth journey and though the COVID-19 pandemic has offered many challenges, it has also provided opportunities for new initiatives in our ministry at SUC! We are reminded of the words of a favourite hymn,

“The church is not a building,
the church is not a steeple,
the church is not a resting place,
the church is the people!
YES! We are the church together.”

Stittsville United Church remains a Place to BE as we keep “Growing - Together - in Spirit.”

In Gods’ Love,

The SGA Support Team: Allyssia Chamberlain, Christa McCool, James Harley, Janet Cottreau, Marjory Berry, Dawn Flaborea, Leena Masse, Grant Dillenbeck and Ruth Richardson.

OUTREACH

For the past few years our Outreach activities have been coordinated by the minister in conversation with interested members of the congregation. This past Advent and Christmas our youth once again helped to organize the “Bags of Love” donations in support of local outreach agencies. You helped us collect items for Operation Come Home outreach program for youth living on the streets, Harvest House addiction treatment centre for men, and the Lanark County Interval House program for women and children living in situations of violence. We have also continued to provide support to the Stittsville Food Bank through financial donations from members of the congregation and a few food donations which are encouraged through our Reverse Offering program on Communion Sundays. Donations were also received to support the work of Veterans’ House which is part of the Multifaith Housing Initiative, and the Kanata Stittsville Refugee Sponsorship Group. Stittsville United Church is a member of both of those organizations.

Donations provided by members of our congregation for Local Outreach were used during the year primarily to help families and individuals in need in our community, and some funds were used to provide snacks for the Diversity Group at Fredrick Banting School on the few occasions Rev. Grant Dillenbeck was able to meet with them in person. The generous donations to our Local Outreach Fund in 2020 enabled us to provide more support than usual to individuals and agencies during these times when many are facing increased financial challenges. We encourage you to continue to make donations to our Local Outreach fund so that we can continue to offer financial support to those in need in our community.

We thank everyone who supports the outreach efforts of our congregation to assist people in our community and beyond.

Submitted by Rev. Grant Dillenbeck

KANATA/STITTSVILLE REFUGEE SPONSORSHIP GROUP

The Kanata/Stittsville Refugee Sponsorship Group (KSRSG) was formed in 1996 and has eight member churches including Kanata, Stittsville and Glen Cairn United, St. John’s South March, St. Thomas, and St. Paul’s Anglican and St. Andrew’s and Trinity Presbyterian Churches. The primary purpose of the KSRSG is to sponsor refugees from around the globe and provide them with a safe haven and the opportunity for a new life here in Canada. The KSRSG has helped almost 100 people by sponsoring 14 individuals and families and assisting other groups with sponsorships. Those being sponsored are provided with financial, social, emotional and logistical support for their first year in Canada. KSRSG funding comes from the annual pledges and donations from member churches and from occasional fundraising activities.

In 2021 we completed our year of sponsorship of three families from Afghanistan, all of whom have family members here in Ottawa who provided significant support. Due to the COVID pandemic, we were not able to provide as much in-person support as we would have liked, but all of the families are settling in well.

We continue to await the arrival of four families from Afghanistan and Syria whose sponsorship processes have been delayed due to the pandemic. All of these families also have relatives and others here in Ottawa who will help support them once they arrive. We are in the process of receiving information and completing sponsorship applications for several other families from Afghanistan, Iraq, Iran and Eritrea. Requests for sponsorships are constantly being received and decisions are made to pursue sponsorships for those we have the resources to assist.

Because Immigration, Refugees and Citizenship Canada requires sponsoring groups to have all funds required for each sponsorship in the bank before applications can be submitted, the KSRSG has net assets of about \$100,000. This provides us with enough financial resources to be able to fulfill our present commitments and to support ad-

ditional families we are planning to sponsor. We are grateful for the contributions we received from our member congregations and individuals in 2021. Your ongoing support is very important for us to be able to carry out our important work. A complete financial statement for 2021 is available upon request.

We thank everyone who continues to prayerfully support the work of the KSRSG including those who have attended KSRSG meetings on behalf of our member churches, especially our Chair, Marianne Graham, and our Treasurer, Blair Duffy.

Submitted by Rev. Grant Dillenbeck

MISSION AND SERVICE

In 2021 our congregation provided almost \$7,000 in support of the Mission and Service of the United Church of Canada, which funds programs to support people in Canada and around the world. Though this is a significant amount, it is less than most churches of similar size and budget to ours contribute to M&S and was about \$1,000 less than previous years. Our contributions to Mission and Service are not part of our Operating Budget, but are contributed by members of our congregation over and above donations to our local budget.

Regular Minutes for Mission are offered in our worship services which provide information about projects supported by Mission and Service. Detailed information about the Mission and Service activities and programs of the United Church can be found on the United Church of Canada website at [Giving Opportunities | The United Church of Canada \(united-church.ca\)](#).

We thank those who contribute to the Mission and Service of the United Church of Canada and we encourage those not already doing so to consider supporting this important part of the ministry of our church.

Submitted by Rev. Grant Dillenbeck

MARRIAGES, BAPTISMS AND DEATHS IN 2021

With the ongoing public health restrictions due to the COVID-19 pandemic, very few public events were held at the church or other locations. We do congratulate those who celebrated important events during the year, and express our sympathies to those who continue to mourn the death of loved ones.

MARRIAGES: (We celebrate the love shared between this couple through their vows of love and faithfulness.)

November 27, 2021 — Jenna Alexandra Flaborea and Theodore Adam Maika

BAPTISMS: (We were not able to celebrate any baptisms this year, though we do offer our best wishes to those who celebrated the birth of a child during the year.)

DEATHS: (We continue to mourn the loss of the following individuals and hold in our prayers members of our congregation who grieve the deaths of loved ones whose names are not listed below.)

January 8, 2021 – Margaret Janette Howie

February 25, 2021 – Shirley Elaine Plummer

March 6, 2021 – Jane Louise Oliver

April 10, 2021 – Walter Douglas (Doug) Snair

July 27, 2021 – William Hamilton (Bud) Shore

October 12, 2021 – Helen Weaver

November 16, 2021 – Gerrie Winter

MINISTRY AND PERSONNEL COMMITTEE

The past year brought continued challenges for the staff at Stittsville United Church and changes to the way we worship. We express our heartfelt thanks to all members of the staff who have worked so hard throughout the pandemic so that the life and ministry of our church can continue.

Reverend Grant Dillenbeck, Ruth Richardson, and Allison Houston have led inspirational worship services via Facebook Live on Sunday mornings, and for a short time in the Fall we were able to gather for in-person worship. Grant also led Tuesday evening Bible chats, and Grant and Ruth led Wednesday Soul Times and TGIF chats. Ruth has been active with creative projects including the banners that were hung on the fence and around the community, Sweet Connections, and others. Allison led a small group of singers in a Christmas Cantata that was shared in online services throughout Advent, and her musical contribution continues to enrich the Sunday worship services.

Leena Masse has continued to support the spiritual growth of the children in the congregation and the wider community through activities based on the lectionary of the week and bedtime story readings.

Although regular office hours were reduced, Alanna Code has kept the congregation informed of all activities through emails and mailings and has continued with all administrative duties.

Nelson Lavigne has continued his work as our custodian, although with reduced hours. While fewer people are using the building, we appreciate that the church is clean for those who use it.

Maurizio Panetta managed all the church finances throughout the year, and we appreciate his role behind the scenes making sure all payments are made.

We are so fortunate to have such talented and dedicated staff members and we thank them for all they have done in this challenging year.

The 2022 budget includes a proposal to increase the rate of remuneration for our staff. If there are any issues with the staff at the church, please feel free to contact me.

Submitted by Sarah Daly
Chair of Ministry and Personnel

EASTERN ONTARIO, OUTAOUAIS REGIONAL COUNCIL (EOORC)

Since 2018 the United Church governance structure no longer includes Presbyteries or Conferences as “Regions” are now the level of governance between congregations and the General Council. Our congregation is part of the Eastern Ontario Outaouais Regional Council (EOORC), which consists of about 160 congregations or “Communities of Faith,” and goes from Deep River in the north, to Gananoque in the south all the way east to the Quebec border, and also includes some congregations in the west Quebec/Pontiac area. Much of the work previously done by the Presbyteries and Conferences is now carried out by the Regions. Due to the COVID-19 pandemic, meetings of the EOORC in 2021 were all held virtually by Zoom. The members from our congregation are Beth Sweetnam, Carolyn Clark, Jeff Milan, Ruth Richardson and Rev. Grant Dillenbeck.

The General Council and Regions are funded through assessments to congregations, with our 2021 and 2022 assessments being over \$9,000. These assessments are based on our income from all sources including rentals, fundraising and offerings as well as the increased value of our invested funds held in Trust.

The administrative office for our region is housed in Zion Memorial United Church in Carleton Place. The Youth and Young Adult Ministries staff person for the region is Dana Ducette, who is a member of our congregation.

One of the main reasons for implementing the governance model was to reduce costs and the number of staff and volunteers required to fulfill the administrative tasks of the wider church. It does, however, mean that with fewer opportunities to gather, there is less collegiality among congregations, it is harder to find sources of important church information, and there is less support to congregations, especially those which may be small and isolated. We continue to hope and pray that the ministry of both our congregation and the wider church will thrive through the blessing and leading of God’s Spirit.

Submitted by Rev. Grant Dillenbeck

PROPERTY AND MAINTENANCE

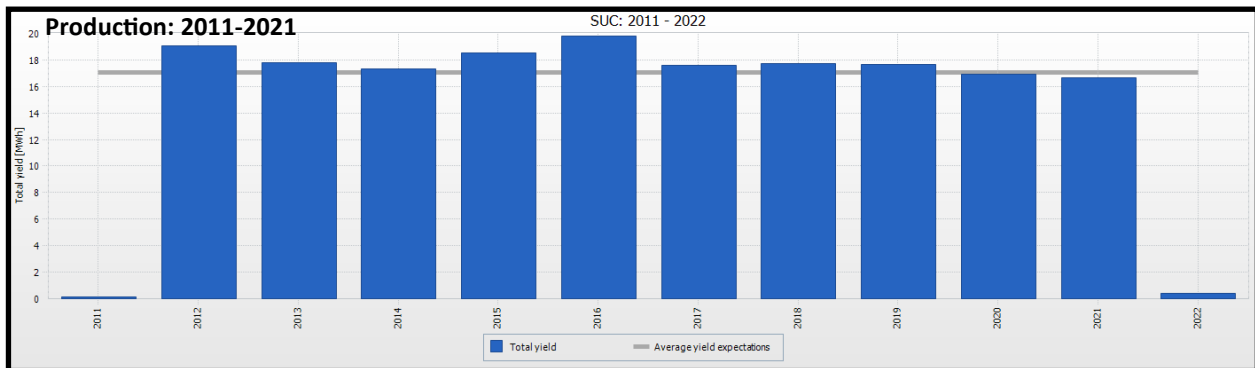
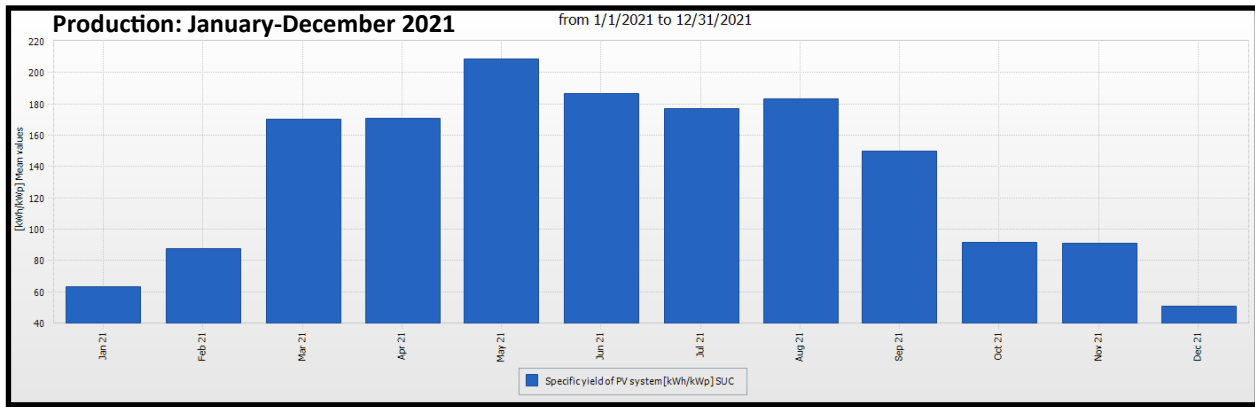
Though the building was not used much in 2021, there were a few property and maintenance issues which were addressed. The florescent lighting in the Upper Room was replaced with LED lighting with the costs being covered from our Repairs and Maintenance budget item. We thank Dave Newar and Perry Fee for volunteering their time to replace the fixtures. The red porch door and frame were repainted and we thank Connie Cathcart for her efforts. A portion of the pavement in our parking lot which leads out to Fernbank Road had deteriorated and was repaired with the cost of about \$5,000 being covered from the Capital Repair and Replacement portion of our trust funds. We thank Shawn Argue for helping to arrange the pavement contractor. The interior of sanctuary was repainted by Everlast Painting & Renovations and the upstairs hallway was painted by volunteers. The total painting costs of about \$5,500 were paid for from our Memorial Fund. We thank Shawn Argue for helping select the professional painter and Heather Newar and Ruth Richardson for assisting with the painting of the upstairs hallway. Some shingles and an eavestrough downspout were repaired and an ice-guard was installed by Waylon Robinson of Robinson Roofing at no cost to the church. We thank Waylon for his assistance. We have continued to keep our custodian on salary and he has been coming into the church do to regular cleaning. Those who provide contracts or assistance with regular maintenance are listed below. We also thank those who have agreed to help address property issues which may arise. If you see items which you believe need repairs or regular maintenance, please call the church office. The Finance Ministry Team is in the process of determining costs associated with capital expenditures which might be required in the next few years, including the probable replacement of at least one of our 3 furnaces in 2022.

Maintenance

Handicap Lift (Upper Canada Elevators)
Fire Extinguishers (Davidson Fire Services)
Lighting and other Repairs (Connie Cathcart and Perry Fee)
Landscaping (Ian Frei and Wendy Hall)
Sanctuary Painting (Everlast Painting & Renovations)
Upstairs Hallway Painting (Heather Newar, Ruth Richardson)
Porch Door Painting (Connie Cathcart)
Roof Maintenance (Waylon Robinson)
Snow Removal (Jason's Snowplowing)
Grass Cutting (Postcard Perfect—Adam Kittle)
Solar System (Wray Lamb, Eric Moore, Kim Paradis)
Custodian Duties (Nelson Lavigne)
Audio & Visual modifications/repairs (Wray Lamb)
Defibrillator (Doug Hall)
Security Alarm System (Alliance Security)

Submitted by Rev. Grant Dillenbeck

SOLAR REPORT



Production 2021

Description	
Estimated yearly production	17,044.20 kWh
Actual Production for 2021	16,633.71 kWh
CO2 emission reduction	10,562.62 kg
Yearly Average production since December 2011 (mean average)	17,898.37 kWh

Accounting 2021

Description	Revenue	Expense	Balance
Balance December 31, 2020			\$8,915.03
Solar Trustee Loan Payment for 2020		\$ 3,800.00	
Solar Insurance Coverage for 2021		\$ 200.00	
Emergency Repairs (3 panels and 1 sensor)		\$ 1,801.80	
Trustee Loan Final Payment (Note 3)		\$ 7,436.15	
Revenue (Hydro Ottawa) 2021 (Note 1&2)	\$10,049.98		
Totals	\$10,049.98	\$13,237.95	
Balance December 31, 2021			\$5,727.06

Outstanding Balances:

Outstanding UCC Loan as of June 18, 2020 **\$0.00** (confirmed by UCC Statement)

Outstanding Trustee Loan as of December 31, 2021 **\$0.00**

Note 1: Revenue generated is 64.2 cents per kWh — 20 year contract

Note 2: Combined 5.88% deduction which includes a line loss between inverters and Hydro meter, plus Hydro Ottawa administration costs. (total \$628.86 for the year)

Note 3: 5% interest — final payment

Maintenance:

1. Snow removal was done as needed in the winter months of 2021.
2. The yearly lubrication was completed in October 2021.
3. Three panels were replaced on Pole 2 and vertical sensors on Pole 1 (cost \$1,801.80)

Submitted by Kim Paradis, Wray Lamb and Eric Moore

UNITED CHURCH WOMEN

2021 was another challenging year, however we managed to hold a meeting on October 12, 2021 on the veranda.

Allocations:

- \$1000 Stittsville Food Bank
- \$300 to each of the following:
 - ◆ Ruddy Shenkman Hospice
 - ◆ Salvation Army
 - ◆ Lanark Interval House
 - ◆ Purchased cookies for shut-ins
 - ◆ Variety of cards and six calendars
 - ◆ Mission and Service Fund (UCC)
 - ◆ Centre 507
 - ◆ Ottawa UCW Presbyterial

Thank you to the church staff for keeping the church as active as possible.

Noteworthy Ministry

In 2021 the “Noteworthy Ministry” sent 25 cards to those associated with SUC to let them know they are in our thoughts and prayers. The cards included sympathy, get well, and thinking of you. If you know of anyone who would appreciate receiving a card, please contact Rev. Grant Dillenbeck or the church office at 613-836-4962.

Respectfully Submitted by Lynn Seabrook, Secretary

Stittsville United Church Women Treasurer’s Report — 2020

Balance December 31, 2020		\$11,024.74
Receipts 2021:		
Frozen Food Sales	\$360.65	
Treasure Table Sales	239.15	
Collection	21.00	
Donation	<u>15.00</u>	
Total Receipts	\$635.80	\$635.80
Expenses 2021		
Christmas Cookies, Cards & Ribbon	\$135.20	
Cards, Stamps, Pricing Stickers	97.45	
Flowers & Card	32.40	
2022 Church Calendars	36.00	
Pulmonary Hypertension Association of Canada	50.00	
Bank Service Fees	48.00	
UCW Presbyterial Allocation Fee	300.00	
Ruddy Shenkman Hospice	300.00	
Mission and Service Fund	300.00	
Centre 507	300.00	
Salvation Army	300.00	
Lanark County Interval House	300.00	
Stittsville Food Bank	<u>1000.00</u>	
Total Expenses	\$3,199.05	\$3,199.05
Current Balance		8,461.49
Special Dishwasher Fund		5,000.00
Total Balance of Funds Dec. 31, 2021		\$13,461.49

Respectfully submitted by Julia Cluff, UCW Treasurer

TRUSTEES

According to United Church policy and Canadian law, the Trustees of a United Church oversee certain property matters as well as any funds which are held in trust for the congregation. In 2021 about \$5,500 of trust funds were used to repair a section of the pavement in the parking lot. A loan of \$10,000 was also provided to assist with a shortfall in the bank balance of the operations account of the congregation.

In 2011 the congregation borrowed \$25,000 from the Trustees to help with the capital construction costs of the solar panels, which was to be repaid with interest at a rate of 5%. Funds from the Cathcart and Hodgins estates were used to make this loan. December 2021 marked the 10th anniversary of the Solar Project, and in late December 2021 the remainder of the loan from the trust funds was totally repaid. (The Solar Fund report in the Annual Report provides more details about the repayment of funds to the Trustees.)

Some of the funds held by the Trustees are invested in fixed income investments at the Royal Bank, while the majority of funds are invested through the United Church Foundation with Frontier Capital Funds/Canoe Assets. About half of these funds are invested in a fund which provides a guaranteed 4% return, while the remainder are held in a fund with variable returns. You will see from the 2021 financial report of the Trustees in this Annual Report that these invested funds grew in value by over \$96,000 in the past year, which was more than a 20% increase in value.

At the Annual Congregational Meeting in 2019 the congregation approved a policy on the use of funds held in trust. This policy is available on request. 85.5% of the trust funds is allocated for Capital Repair and Replacement, of which the Board can use up to 4% of that amount in any given year without further approval of the congregation. (For 2022 that amount would be about \$22,000.) 13.6% of the trust funds is allocated to the Operating Contingency Fund, of which the Board can use up to \$10,000 per year without additional congregational approval “for arising ministry initiatives and/or year-end General Fund deficits.” (The Operating Contingency Fund presently has about \$87,000, of which \$37,250 is the original capital from the Manse Fund and the Flewellyn Fund.) 0.6% of the trust funds are designated for the Flewellyn Choir Fund, with the interest gained on the original capital of \$2,500 being available for choir related expenditures. This policy in the use of funds held in trust can be changed by majority vote at a Congregational Meeting.

We thank Elaine Argue (treasurer), Barbara McLelland (secretary), Jean Harvey and Leona Kavanagh for their efforts as members of the Trustees in 2021. Leona Kavanagh will not be renewing her term as a Trustee and we thank her for her years of service. We presently have two vacancies to fill on the Trustees and encourage you to let us know of anyone you believe would be a good candidate to fill one of these positions.

Respectfully Submitted by Rev. Grant Dillenbeck, Chair of Trustees

Summary of Solar Fund Investment

February 9, 2012: (Funds used for the Loan to help cover capital costs of the Solar Project.)

60%	\$14,910.88	from Cathcart Estate investment
40%	<u>\$ 9,711.40</u>	from Hodgins Estate bequest
	\$24,622.28	total

The Solar group agreed to pay 5% interest.

Payments by Solar committee:

\$1,231.21	2013	
0	2014	
0	2015	
\$6,800.00	2016	(interest x 4 months (\$4,929.84) + \$1,875 to principle = \$6,800)
0	2017	
\$5,000.00	2018	
\$5,000.00	2019	
\$5,500.00	2020	
\$3,800.00	2021	
<u>\$7,436.15</u>	2021	
\$34,767.36		

60% of these funds to be returned to Cathcart investment (\$20,860.41)

40% to be returned to Hodgins investment (\$13,906.95)

Schedule of Changes in Funds Held by the Trustees for the Year Ending December 31, 2021

FUNDS HELD IN RBC GICS & Fiera Investments	2021	2020
Bill Mountain Fund		
Balance – Beginning of Year	\$849.40	\$845.17
Interest Income	\$0.85	\$4.23
Disbursements (TLC)	<u>—</u>	<u>—</u>
Balance – End of Year	\$850.25	\$849.40
G.S.T Invested		
Balance – Beginning of Year		\$4,805.89
Interest Income		\$20.67
Disbursements (TLC)		<u>\$4,826.56</u>
Balance – End of Year		\$0
Flewellyn Estate (\$12,500 restricted capital)		
Balance – Beginning of Year	\$17,210.08	\$16,616.02
Interest Income	\$34.58	\$594.06
Disbursements	<u>\$0.00</u>	<u>\$0.00</u>
Balance – End of Year	\$17,244.63	\$17,210.08

	2021	2020
Solar Repayment		
Balance – Beginning of Year	\$23,068.74	\$17,172.26
Transferred from Solar Fund (Feb. 5, 2021)	\$3,800.00	\$5,500.00
Transferred from Solar Fund (final payment)	\$7,436.15	—
Interest Income	\$310.15	\$396.48
Disbursements (asphalt, July 2021)	\$5,650.00	—
Disbursements (to Finance Team)	<u>\$10,001.10</u>	<u>—</u>
Balance – End of Year *	\$18,963.94	\$23,068.74
Manse Fund (\$27,500.00 restricted capital)		
Balance – Beginning of Year	\$16,097.65	\$15,846.79
Interest Income	<u>\$330.25</u>	<u>250.86</u>
Balance – End of Year	\$16,427.90	\$16,097.65
Cathcart Estate (Original Bequest)		
Balance-Beginning of Year	\$27,353.92	\$28,813.03
Interest Income	254.49	\$476.44
Disbursements (TLC)	<u>—</u>	<u>\$1,930.55</u>
Balance – End of Year	\$27,613.41	\$27,358.92
Cathcart Estate		
Balance-Beginning of Year	\$10,624.73	\$10,334.64
Interest Income	<u>\$1,324.00</u>	<u>\$290.09</u>
Balance – End of Year	\$10,637.97	\$10,624.73
TOTAL RBC GIC INVESTMENT VALUE	\$91,738.10	
FUNDS HELD IN FRONTIER CAPITAL FUNDS		
	2021	2020
Balance-Beginning of Year	\$452,622.22	\$426,860.40
Total Initially Invested in Fiera		\$386,755.25
Decrease in Value	—	—
Increase in Value	\$96,072.96	\$40,105.15
Value of Fiera Investment as of Dec. 31, 2020		\$452,622.22
Value of Fiera Investment as of Dec. 31, 2021	\$548,695.18	
TOTAL ASSESTS		
	2021	2020
RBC GIC Investments Value	\$91,738.10	\$95,209.52
Frontier Capital Investments Value	<u>\$548,695.18</u>	<u>\$452,622.22</u>
Total Funds	\$640,433.28	\$547,831.74
Less Restricted Flewellyn Fund Capital	-\$12,500.00	-\$12,500.00
Less Restricted Manse Fund Capital	<u>-\$27,250.00</u>	<u>-\$27,250.00</u>
TOTAL NON-RESTRICTED FUNDS	\$600,683.28	\$508,081.74

*Solar project final payment of \$7,436.15 received December, 2021

TRUSTEES STATEMENT OF REVENUE & DISBURSEMENTS JANUARY 1, 2021 TO DECEMBER 31, 2021

	2021	2020
REVENUE		
Investment Income	\$943.53	\$2,032.83
Repayment from Solar Project received	—	\$5,500.00
	Feb. 2021 \$3,800.00	—
	Dec. 2021 <u>\$7,436.15</u>	<u>—</u>
TOTAL REVENUE	\$12,179.68	\$7,532.83
DISBURSEMENTS		
Transfer to General Account		
TLC Facilitator Oct. 26, 2020		\$4,826.56
TLC Facilitator May 12, 2020		\$1,930.55
Asphalt	\$5,650.00	
Loan to general finances	\$10,001.10	
TOTAL DISBURSEMENTS	\$15,651.10	\$6,737.11
REVENUE LESS EXPENSES	-3,471.42	\$795.72
CASH IN ACCOUNT	0.00	0.00

Submitted by Elaine Argue

CEMETERY BOARD

We thank those who serve on the Cemetery Board for their commitment and efforts – Glendon Moore (chair), Frank Argue (secretary), Shawn Argue (treasurer), Ron Fraser, Bryan Winters, Eric Moore, Perry Fee and Grant Dillenbeck. Interment rights for burial in the Stittsville United Church Cemetery are available for those who are affiliated with our congregation. Full burial plots and cremation ground burial plots are available, as well as niches in the columbarium. Please contact the church office for a list of prices and services. In early 2021 a portion of the cemetery fence along Fernbank Road was damaged due to a car accident. The fence has now been repaired and costs were covered by insurance. We continue to be grateful for the funds received from the Cathcart bequest which enable the Cemetery Board to be in a very positive financial situation now and for years to come.

Submitted by Rev. Grant Dillenbeck

CEMETERY BOARD FINANCIAL REPORT 2018Stittsville United Church CemeteryCemetery AccountDecember 31, 2021**RBC Account: # 04842-6931547**

	<u>2021</u>	<u>2020</u>	
Opening balance Dec 31/20:	\$ 9,596.03	\$ 4,790.02	(Dec31/19)
<u>Receipts</u>			
Insurance Proceeds (Fence)	\$ 3,300.00	\$ -	
Memorial Services	\$ -	\$ -	
Memorial Donations	\$ 500.00	\$ 1,450.00	
Burials	\$ 1,569.00	\$ 4,746.00	
Monument Installations	\$ 50.00	\$ 50.00	
Monument Locations	\$ 300.00	\$ -	
Plot Sales	\$ 4,249.65	\$ 5,096.60	
HST Refund	\$ -	\$ 2,683.85	
Total receipts:	<u>\$ 9,968.65</u>	<u>\$ 14,026.45</u>	
<u>Expenses</u>			
Grass cutting/seeding	\$ 5,085.00	\$ 5,424.00	
Stationary Supplies	\$ 10.40	\$ -	
Grave Opening/Closing	\$ 600.00	\$ 2,190.00	
Memorial Service	\$ -	\$ -	
To Ground Maintenance a/c	\$ 870.00	\$ 540.00	
To Marker Maintenance a/c	\$ 150.00	\$ 50.00	
Plaque Purchase	\$ 511.39	\$ 1,016.44	
Fence Repairs	\$ 3,300.00	\$ -	
Total expenses:	<u>\$ 10,526.79</u>	<u>\$ 9,220.44</u>	
Balance at December 31/21:	<u>\$ 9,037.89</u>	<u>\$ 9,596.03</u>	(Dec31/20)

CIBC Account: # 479-03245-13**2021**

09/20/2011	Original investment	\$ 25,800.00
12/31/2021	Closing Investment Balance:	\$ 41,478.70

Frontier Capital: # 020681078

5/11/2017	Original deposit:	\$ 155,000.00
1/2/2018	Addition to investments:	\$ 150,000.00
	Investment balance:	<u>\$ 305,000.00</u>
8/15/2019	Redemption amount:	<u>-\$ 7,500.00</u>
	Investment balance:	\$ 297,500.00
12/31/2021	Current Investment Balance:	\$ 424,035.84

Stittsville United Church Cemetery
Ground Care and Maintenance
December 31, 2021

RBC Account: # 04842-0009034

	<u>2021</u>	<u>2020</u>
Bank Balance Dec 31/20:	\$ 5,008.03	\$ 4,467.56 (Dec31/19)
<u>Receipts</u>		
Interest on account balance	\$ 0.57	\$ 0.47
Plot Sale-Care and maintenance portion	\$ 870.00	\$ 540.00
From investments	\$ -	\$ -
Total Receipts:	<u>\$ 870.57</u>	<u>\$ 540.47</u>
<u>Withdrawals</u>		
Purchase CIBC investment	\$ -	\$ -
Other expenses:	<u>\$ -</u>	<u>\$ -</u>
	\$ -	\$ -
Balance at December 31/21:	<u><u>\$ 5,878.60</u></u>	<u><u>\$ 5,008.03</u></u> (Dec31/20)

2021 Activity

1/26/2021 Brian & Suzanne Moore (niche)	\$ 270.00
2/8/2021 Debra McNeely (plot)	\$ 600.00

CIBC Account: # 479-03244-14

	<u>2021</u>
09/20/2011 Original investment	\$ 19,500.00
03/23/2015 Redemption	-\$ 2,933.13
12/31/2021 Current investment value:	\$ 27,054.44

Stittsville United Church Cemetery
Marker Maintenance
December 31, 2021

RBC Account: # 04842-707746

	<u>2021</u>	<u>2020</u>	
Bank balance Dec 31/20:	\$ 1,719.50	\$ 1,669.38	(Dec31/19)
<u>Receipts</u>			
Interest on account balance	\$ 0.12	\$ 0.12	
New monument installations	\$ 350.00	\$ 50.00	
From investments	\$ -	\$ -	
Total receipts	<u>\$ 350.12</u>	<u>\$ 50.12</u>	
<u>Expenses</u>			
Other expenses:	\$ -	\$ -	
Total Expenses:	<u>\$ -</u>	<u>\$ -</u>	
Balance at December 31/21:	<u><u>\$ 2,069.62</u></u>	<u><u>\$ 1,719.50</u></u>	(Dec31/20)

2021 Activity

5/20/2021	Grace Monuments/Paul J. Bell	\$ 100.00
7/15/2021	Grace Monuments/J. Oliver	\$ 50.00
8/18/2021	Kinkaid Loney Monuments/Argue	\$ 100.00
10/29/2021	Grace Monuments/McLelland	\$ 100.00
		<u>\$ 350.00</u>

CIBC Account: # 479-03246-12

	<u>2021</u>	
09/20/2011	Original investment	\$ 5,700.00
12/31/2021	Closing Investment Balance:	\$ 7,376.57

Cemetery Financial Review for 2021:

We thank Arlene Preston for reviewing the SUC Cemetery financial records from January 1—December 31, 2020. Arlene Preston provided the following report with regard to the financial figures for that period of 2020.

February 8, 2022

Shawn Argue
Stittsville United Church
Cemetery Board

This will confirm that I have reviewed the financial records and reports of Stittsville United Church Cemetery Board for the period January 1, 2021 to December 31, 2021 and have found the records to accurately reflect the financial affairs for that period.


Arlene Preston

STITTSVILLE UNITED CHURCH
Profit & Loss Budget Performance

	December 2021	2021	% of Budget to October	Annual Budget
Operational Revenue				
Offerings				
CanadaHelps	\$ 337	\$ 1,299	45.86%	\$ 2,400
E-Transfer	\$ 17,520	\$ 46,407	-19.76%	\$ 38,750
Envelopes	\$ 10,440	\$ 67,503	11.18%	\$ 76,000
Loose Offerings	\$ 150	\$ 1,550	-29.17%	\$ 1,200
Pre-Authorized Remittances	\$ 5,956	\$ 71,376	6.52%	\$ 76,350
Sunday School	\$ -	\$ -		\$ 150
Congregational Giving - Other	\$ -	\$ -		\$ -
Total Offerings	\$ 34,403	\$ 188,135	3.45%	\$ 194,850
Fundraising				
Fundraising	\$ 700	\$ 915	63.4%	\$ 2,500
Total Fundraising	\$ 700	\$ 915	0.0%	\$ 2,500
Other Revenues				
Hall Use	\$ -	\$ 1,500	37.5%	\$ 2,400
Revenue From Reserves	\$ 10,000	\$ 10,000	0.0%	\$ -
Solar Panel	\$ -	\$ 200	0.0%	\$ 200
United Church Women	\$ -	\$ -	0.0%	\$ 1,000
Total Other Revenues	\$ 10,000	\$ 11,700		\$ 3,600
Total Income	\$ 45,103	\$ 200,750	0.1%	\$ 200,950
Operating Expenses				
M & P				
Salaries and Benefits	\$ 8,337	\$ 103,354	0.6%	\$ 103,975
Travel	\$ 452	\$ 989	17.6%	\$ 1,200
Supply Minister	\$ -	\$ 675	38.64%	\$ 1,100
Office Manager	\$ 936	\$ 7,419	-5.99%	\$ 7,000
Music Director	\$ 1,785	\$ 20,317	1.52%	\$ 20,630
Supply Organist	\$ -	\$ -	100.0%	\$ 650
Youth Leader	\$ 983	\$ 9,914	-7.53%	\$ 9,220
Custodian Honorarium	\$ 613	\$ 6,254	7.12%	\$ 6,733
Books & Supplies	\$ -	\$ 393	67.25%	\$ 1,200
Total M & P	\$ 13,105	\$ 149,315	1.58%	\$ 151,708
Ministries				
Choir Music	\$ -	\$ 604	-0.64%	\$ 600
Instemental Repair	\$ 338	\$ 562	-87.33%	\$ 300
Spark Resources	\$ 33	\$ 4,923	8.84%	\$ 5,400
Youth Ministry	\$ 716	\$ 1,266	2.62%	\$ 1,300
Marketing	\$ -	\$ 255	49.0%	\$ 500
Total Ministries	\$ 1,087	\$ 7,610	6.05%	\$ 8,100
Finance				
Treasurer Honorarium	\$ 467	\$ 5,365	1.19%	\$ 5,430
Treasurer Supplies	\$ -	\$ -	100.0%	\$ 100
Par SC	\$ 33	\$ 363	8.33%	\$ 396
Regional Assessment	\$ 869	\$ 9,556	-4.6%	\$ 9,136
Insurance	\$ -	\$ 4,821	12.9%	\$ 5,535
Total Finance	\$ 1,369	\$ 20,105	2.39%	\$ 20,597
Office				
Supplies	\$ -	\$ 2,449	-2.04%	\$ 2,400
Telecommunications	\$ 198	\$ 2,308	5.79%	\$ 2,450
Photocopier Costs	\$ 147	\$ 1,444	3.7%	\$ 1,500
Information Technology	\$ 49	\$ 863	4.09%	\$ 900
Total Office	\$ 394	\$ 7,065	2.56%	\$ 7,250
Property				
Custodial Supplies	\$ -	\$ 255	15.0%	\$ 300
Elevator Maintenance	\$ -	\$ 810	-12.5%	\$ 720
Fire Alarm System	\$ 36	\$ 434	1.26%	\$ 440
Heating	\$ 494	\$ 2,695	7.07%	\$ 2,900
Hydro	\$ 304	\$ 1,912	4.4%	\$ 2,000
Lawn Care	\$ -	\$ 1,741	3.28%	\$ 1,800
Repairs and Maintenance	\$ 198	\$ 2,645	-32.25%	\$ 2,000
Sewer & Water	\$ 31	\$ 369	15.18%	\$ 435
Snow Removal	\$ 1,523	\$ 5,750	-112.98%	\$ 2,700
Total Property	\$ 2,586	\$ 16,612	-24.95%	\$ 13,295

(Final draft from SUC Board, March 23, 2022)

Stittsville United Church
Draft Budget for 2022 and Year End Actuals for 2021

Revenues	2022 Budget		2021 Actuals
Offerings	\$ 190,000	NOTE 1	\$188,135
Trust Funds (Regional Assessment)	1,169	NOTE 2	\$ 0
Rental From Pedalheads bike group	2,500	NOTE 3	\$ 0
One Time from Operating Reserve	10,000	NOTE 4	\$ 10,000
Hall Rentals	2,556	NOTE 5	\$ 1,500
Fundraising	2,650	NOTE 5	\$ 915
Solar Insurance			\$ 200
Total Revenues	\$ 208,875		\$200,750
Operating Expenses			
Ministry & Personnel			
Minister Salaries and Benefits	\$ 97,800	NOTE 6	\$103,354
Supply Minister	500	NOTE 6	\$ 675
Travel	1,000		\$ 989
Office Manager	9,000	NOTE 7	\$ 7,419
Music Director	20,826	NOTE 8	\$ 20,317
Mid Week Spiritual Spark Director	7,657	NOTE 9	\$ 0 (UC grant)
Sunday Spiritual Spark Director	6,448	NOTE 10	\$ 0 (UC grant)
Youth Worker	5,588	NOTE 12	\$ 9,914
Custodian Honorarium	6,232	NOTE 11	\$ 6,254
Sunday Spiritual Spark Director LLWL Training	500		\$ 0
Books & Supplies	500		\$ 393
Total M & P Expenses	\$ 156,051		\$149,315
Ministries			
Ministry Resources (youth, choir, curricula, etc.)	\$ 5,000		\$ 7,355
Refugee Support	500		\$ 0
Marketing	250		\$ 255
Total Ministries	\$ 5,750		\$ 7,610
Finance			
Treasurer Honorarium	\$ 5,500		\$ 5,365
Financial Review	500		\$ 0
Treasurer Supplies	150		\$ 0
Service Charges Bank & PAR	400		\$ 363
Regional Assessment	9,991		\$ 9,556
Insurance	6,650		\$ 4,821
Total Finance Expenses	\$ 23,191		\$ 20,105

Office		
Supplies	\$ 2,000	\$ 2,449
Telecommunications	2,500	\$ 2,308
Photocopier Costs	1,500	\$ 1,444
Information Technology	1,000	\$ 863
Total Office Expenses	\$ 7,000	\$ 7,065
Property		
Custodial Supplier	\$ 500	\$ 255
Elevator Maintenance	1,110	\$ 810
Fire Alarm System	435	\$ 434
Heating	3,500	\$ 2,695
Hydro	2,100	\$ 1,912
Lawn Care	1,800	\$ 1,741
Repairs & Maintenance	2,500	\$ 2,645
Sewer and Water	438	\$ 369
Snow Removal	4,500	\$ 5,750 (extra bill)
Total Property	\$ 16,883	\$ 16,612
Total Expenses	\$ 208,875	\$200,707
Net Surplus (Deficit)	0	

Notes 2022

1. Comparable to prior years
2. Amount of regional assessment based on investments
3. Contract in place for summer 2022
4. Contingency Operating fund from Trust reserves for ministry initiatives during this unforeseen and unpredictable COVID period.
5. Fundraising and Hall Rentals based on pre-COVID levels and easing of COVID restrictions in the latter half of 2022
6. Based on the 2.2% adjustment owing from 2020 and the reduced expected salary expense due to Grant's retirement October 1, 2022.
7. Based on less hours due to COVID and 1.3% increase from 2021
8. Based on 10 hours per week and 1.3% increase from 2021
9. Based on 7 hours per week and 1.3% increase from 2021
10. Based on 8 hours per week and 1.3% increase from 2021, minus remaining flowthrough amount of \$2,330
11. Based on 1.3% increase from 2021
12. Based on the success of hiring a new Youth Worker.

Stittsville United Church Annual Report 2021

STITTSVILLE UNITED CHURCH
FLOWTHROUGH FUNDS
November 30 2021

	Balance Dec. 31, 2020	Revenue YTD	Expense YTD	Current Balance
ONGOING FUNDS				
Mission & Service	\$ -	\$ 7,044.00	\$ -	\$ 7,044.00
Local Outreach	\$ 4,962.42	\$ 3,820.00	\$ 4,525.00	\$ 4,257.42
Stittsville Food Bank	\$ -	\$ 400.00	\$ -	\$ 400.00
Youth Ministry	\$ 1,392.40	\$ -	\$ -	\$ 1,392.40
Camp Awesome	\$ 120.00	\$ -	\$ -	\$ 120.00
Musical Drama	\$ (608.35)	\$ -	\$ -	\$ (608.35)
Flowers/Decorations	\$ 179.79	\$ -	\$ 127.52	\$ 52.27
Building Fund	\$ 1,145.42	\$ -	\$ -	\$ 1,145.42
Memorial Fund	\$ 15,798.43	\$ 575.00	\$ 5,591.00	\$ 10,782.43
Kanata Stittsville Refugee		\$ -	\$ -	\$ -
Kidney Walk		\$ -	\$ -	\$ -
Homes For Veterans		\$ 4,395.00	\$ 4,395.00	\$ -
		\$ -	\$ -	\$ -
LIMITED TIME FUNDS				
Spiritual Growth Animator	\$ 10,526.31	\$ 10,050.00	\$ 18,246.57	\$ 2,329.74
TLC Facilitator	\$ 584.06	\$ -	\$ 60.00	\$ 524.06
TOTAL	\$ 34,100.48	\$ 26,284.00	\$ 32,945.09	\$ 27,439.39

SUMMARY December 31 2021

	Balance December 31, 2020	HST Receivable	Cash flow YTD	Cash Flow YTD	Current Balance
FUNDS			\$ 26,284.00	\$ 32,945.09	
OPERATIONS cash flow			\$ 194,385.00	\$ 211,676.71	
BANK ACCOUNT	\$ 41,021.05	\$ -	\$ 220,669.00	\$ 244,621.80	\$ 17,068.25
TOTAL FUNDS	\$ 27,439.39			QB Bank Balance Dec 31 , 2021	\$ 17,068.35
Bank Account	\$ 17,068.25				
Cash Balance	\$ (10,371.14)				