

Delta United Church  
2019 Annual Report

Annual Meeting: Sunday January 26<sup>th</sup> 2020



***Delta United Church is a community of  
Faith, Hope & Support for all who enter.***

905-545-9520  
47 Ottawa St. South, Hamilton, L8K-2C9

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## **Minister's Report**

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### **Rev Shelley Smith**

The Annual Report is one of the ways in which we review the life and work of our faith community during the past year and look forward to the year ahead. As I read the reports in this document, it is uplifting to see the commitment and dedication for ministry here at Delta United Church.

There were many highlights for me this year: Delta's 90<sup>th</sup> Anniversary Service followed by music and luncheon, our Easter services as well as our many activities during the Christmas season.

We continue to strive to be a welcoming, inclusive faith community. We recognize that it's important to talk the talk and walk the walk. So, we decided to learn more about becoming an affirming ministry here at Delta. We met four times throughout the year to share our stories and learn more about the Affirm process. Please read the Affirm report for more details.

Building community is an important element in a faith community. The people of Delta United Church are dedicated to reaching out to people in our community, the city, and the world at large. We continue to support Wesley Centre as well as our own Edith's Pantry. We help ten families per month on average with dried food items, gift cards, and bus tickets that are purchased from our benevolent offering gathered during our Communion services. Special thanks to the United Church Women for contributing to the pantry. May we continue to open our doors to all in need.

I would like to take this opportunity to thank our dedicated, supportive staff at Delta. It has been a pleasure to work with Denise Forget, Shiona Mackenzie and Heather Kilborn. In Heather's absence, Christine Chesebrough has graciously filled in as our worship music leader. We are enjoying her music ministry and wish her well when she leaves us in May. We are blessed to have such gifted and dedicated staff.

Special thanks to Bob Penner and Sheila Powell for their custodial duties.

A heartfelt thanks to our wonderful Treasurer, Pattie Toni. Her support and guidance have helped us move forward.

Finally, a big thank you to Sarah Ferguson, our Chair of Council. Sarah is a member of the Affirm steering committee as well as participating in all areas of the life and work of the church. We are blessed to have such a talented leader in our midst.

Our Delta United Church family continues to be blessed with many gifted lay leaders and faithful members. May we continue to encourage and affirm one another as we live out our call to be the church.

Please read all of the following reports, as they reflect our commitment to living the Good News of Jesus Christ. As we begin a new year, may we always look to God as our guide and trust that, through all the ups and downs, God is with us always.

May God continue to bless our ministry at Delta United Church.

## **Chair of Council Report**

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**Sarah Ferguson**

I think it comes as no surprise, that once again, 2019 was a busy year at Delta!

Our committees, groups and rentals continue to fill our building to near capacity each day, and our staff and volunteers work tirelessly to keep our building clean and working well.

Your members of Delta's Council with Rev. Shelley have also been busy, doing the work of the church. I want to take the space in our annual report to specifically thank this dedicated group of volunteers who come to together each month. The work is not always easy, and we don't always agree, but, with God as our ultimate Guide, we strive to keep our focus on this family of faith and the community that surrounds us.

**Vice Chair** – Mitch Wilson

**Secretary** – Anne Haberl-Baxter

**Treasurer** – Pattie Toni

**Regional Council Rep:** Hugh Tope

**Trustees:** Gary Wildish (chair)

Doug Robb (current chair)

Kathy Barker (Council rep)

**Finance:** Sandy Simmons

**Ministry and Personnel:** Debbie Berquist

**Worship and CE:** Laurel Horning

**Property Committee:** Joe Barker

**Rental Committee:** Trish Fraser

**Service Committee:** Cathy Scott

**UCW:** Joyce Robb/Helen Martin

**Mission & Outreach:** Pattie Toni

**Pastoral Care:** Rev Shelley Smith

Delta embarked on a new journey after last year's AGM, exploring the opportunity to become an Affirming Congregation: to be publicly, intentionally and explicitly welcoming to all ages, races, cultures, gender identities, economic circumstances, abilities, beliefs, sexual orientation, or any other difference that has led to exclusion, marginalization or oppression within the church and society. I look forward to the conversation and the vote, which will take place during the AGM on Jan 26<sup>th</sup>.

Moving into 2020, I am looking forward to entering another year of worshiping and working together. As always, I welcome your input and feedback, I am open to discussions about changes that you think could improve processes' and I am truly grateful for your support, as I juggle a busy home/work/church life.

With Love and deep peace

## **Regional Council Report**

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### **HORSESHOE FALLS REGION**

**Hugh Tope**

Hamilton Presbytery and Hamilton Conference was replaced by Horseshoe Falls Regional Council starting on January 1, 2019. Regional staff office for Horseshoe Falls is located at the previous Hamilton Conference Office at 1552 Hwy 6 North in Waterdown.

The three-council model consists of Community of Faith (previously congregation), Regional Councils (previously presbyteries and conferences) and the Denominational Council.

The Transition Commission continued the restructuring process until April 2019. The Horseshoe Falls Regional Council then held executive meeting starting in June. The new Governance Handwork was reviewed showing the Executive mandate and responsibilities. Minutes of the Transitional Commission Regional Council Executive meetings are available at website [www.hfrcucc.ca/minutes/](http://www.hfrcucc.ca/minutes/).

The Region is encouraging communities of faith to become Affirming. There were a couple of meetings for communities of faith to attend.

Rev. Shelley and I will be planning to attend upcoming meetings and workshops for communities of faith in 2020.



## **Roll Clerk's Report and Changes in our Church Family**

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### **Hugh Tope**

Active Members January 1, 2019	55
Moved to Inactive/Out of Town List	1
Removed due to death	1
Added by transfer	0
Added by profession of faith	0
Number of active members December 31, 2019	53
Number on Inactive/Out of Town List	40
Number of families under pastoral care (included inactive list)	77
Total number on congregation list (active list only)	62

### **CHANGES IN OUR CHURCH FAMILY IN 2019**

#### **We rejoice with those who joined our church family**



#### **Received through baptism**

February 10<sup>th</sup> Navy Elizabeth Wilson, Madelyn May Tope & Shannon Alexis Tope  
March 29 Betty Louise Geraldine

#### **We share our faith and love with those who grieve the loss of loved ones**

December 30 Ruth Byron



## **Pastoral Care Report**

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### **Rev. Shelley Smith**

Committee Members: Colleen Earl, Julie Gibson, Kathy Barker, Gloria Weir, Ameriga Alonzo

In 2019 we warmly welcomed Ameriga Alonzo to our committee. She is a wonderful addition to our team.

Pastoral Care is a very important part to our faith community. Our committee regularly calls our shut-ins, and others who are unable to worship with us on Sundays. This is a wonderful way for us to stay connected with one another.

Special thanks to Colleen, who continues to send cards to members of our Delta church family.

We are very fortunate to have people on our committee and in our church family who willingly drive people to church and home again on Sundays. A huge thank you to our Sunday drivers.

Please let Rev. Shelley know when someone is sick or in need of a phone call or visit. May we continue to love and care for one another.

May God continue to bless our pastoral care ministry.

## **Mission and Outreach Committee Report**

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### **Pattie Toni**

M&O Committee Members: Rev. Shelley Smith, Joe Barker, Marilyn Tope, Karen Street, Gloria Weir, Judy Brown and Pattie Toni

The Mission and Outreach Committee continues to encourage our congregation to support Edith's Pantry and Wesley Centre. Some leftover funds from 2018 were used to purchase Bus Tickets for families that look to Delta for support.

This year, the M&O Committee arranged for the Pastor of Wesley Centre to join us on a Sunday to give us an update on how Wesley operates and how they help the community.

In 2019 the Mission and Outreach Committee also supported Delta's endeavor to become an 'Affirming' Church by providing lunch after some of the Affirm meetings. I would like to thank the other members of the M&O Committee for their donations and participation.

The success of the 2018 Winter Outerwear Sale encouraged the M&O Committee to hold another sale in 2019. Unfortunately, we didn't receive sufficient donations to merit a 'sale'. We were, however, able to provide all of the outwear we received to the Dream Centre in Hamilton. (The Dream Centre is a non-profit organization that assists low-income families).

## **Property Committee Report**

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### **Joe Barker**

Committee Members; Joe Barker (chair), Doug Robb, Trish Fraser, Bill Urie, Gary Wildish

The year 2019 proved to be a rewarding yet challenging year for the property committee. Joe Barker took over as chair of the committee replacing Trish Fraser, who replaced Gary Wildish to look after Rentals. Although Trish is no longer chair of the committee she is still heavily involved as a member of the committee.

This past year Your property committee tackled and completed numerous jobs around the church. A new roof was installed on the choir loft roof, the parlour windows were capped in aluminum and the carpet was cleaned, the second-floor men's washroom had a new ceiling installed with a new light. A leaky roof over the front main doors was repaired together with many, many numerous other jobs in an around the church.

Delta United Church is an older building with many ongoing issues that keep the property committee busy at all times. Whether it is grass cutting in summer, to snow removal in winter. There is never a shortage of something to do.

Unfortunately, the property committee lost the services of Gary Wildish this year and we thank him for his many years of service to the property committee. We know he is still around if and when the special need arises. Thank you, Gary.

Special thanks to Trish Fraser for her many years serving as chair of this committee and for her continued support. Bill Urie for all his hard work outside particularly in winter for snow removal. Doug Robb for giving up so many of his Fridays to help tackle that endless list of jobs in and around the church. Thanks to Susan Travers (front) and Joan Wildish who voluntarily undertook looking after the gardens around the church this year. Wow what a job. I believe Gary was in there too.

You see there are no Elves that come by in the middle of night to make everything right by daylight. It is the hard work and dedication of your property committee that keeps the wheels greased and turning. So, if you would like to help just let one of us know.





## **Rental Committee Report**

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### **Trish Fraser**

Committee Members: Trish Fraser, Patti Toni, Rev. Shelley Smith

During this inaugural year for this committee, we have signed new contracts with our 9 regular renters, signed on a new weekly renter and implementing rate increases with 6 of renters.

Under council's direction, the committee evaluated the churches room rates. Increases and equalizations were made.

#### **Delta's New Rates 2019**

Memory hall and Friendship Centre = \$175

Sanctuary = \$200 (for non-wedding/non-funeral events)

Board Room = \$80

Parlor = \$100

Last year we had 30 one-off rentals (where someone calls and books a rental for a one time rental – e.g. Birthday party): Memory Hall was rented 24 times, Friendship Centre- 3 times, Sanctuary -2 times and the Big Kitchen once.

Our budgeted rental income for 2020 is \$50,000

## **Service Committee Report**

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### **Cathy Scott**

Team Members: Doug Robb, (secretary), Joe Barker, Hugh Tope, Trish Fraser, Sarah Ferguson and Cathy Scott as chair.

Our functions include opening the church on Sunday morning and before special services, preparing and closing the sanctuary before and after worship (lights, sound system, lighting and blowing out the candles), running the chair lift, making coffee for the Narthex, clean up in the pews at the end of worship and making sure the cover is on the grand piano. Since a few on our team are choir members, we are assisted by a number of "angels" from the congregation that help as ushers and greeters, run the chair lift, light candles, prepare and clean up the coffee in the Narthex. Thank-you for supporting us and making our committee run very smoothly.

Thanks again, honorary member, Harold Wortman, who has volunteered to assist us and light our Christ candle, before every service.

I would also like to thank the team players, my committee members, for their hard work and dedication to their tasks which allows me to comfortably say "nothing to report" at our council meetings.

Thank-you

## Ministry and Personnel Report

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### Debbie Berquist

The M&P committee ends the year with a very big thank you to our hard working and dedicated staff for the gifts that they bring to our church family. You are appreciated!

During the year we said goodbye to our custodian, Mike, who was able to take advantage of a full-time employment offer. In his place we have welcomed Sheila who has “jumped right in there” with her enthusiastic approach to cleaning. We owe a big thank you to Bob for his flexibility with schedule changes during the transition period and to Trish for filling the gap until Sheila began.

Our Choir Director Heather took a 6 month leave of absence to further her musical career. Her temporary replacement, Laura Jean, had to regretfully step down from her position due to ill health. Please keep Laura Jean and her family in your prayers as she manages her health issues. We were blessed when Christine stepped up and offered her musical talents to Delta. We appreciate the choir for their understanding and flexibility as the changes occurred.

The M&P committee were able to complete evaluations for all of the lay staff and updated/revised the job descriptions and letters of agreement for each one.

The committee worked with Rev Shelley revising the covenant she has with Delta UC and will be submitting the paperwork to the UCC offices in the first quarter of 2020.

Thanks to my fellow committee members: Sylvia Richards, Cathy Scott, Doug Robb and Jack White for their assistance and support throughout the year.

Respectfully submitted

Debbie Berquist



## **Choir Report**

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**President: Cathy Scott**

Treasurer: Sandy Simmons Secretary: Joan Wildish

Social Conveners: Joyce Robb, Joan Wildish

2019 was a very interesting year concerning our choir directors. An opportunity of a lifetime was presented to our choir director, Heather Kilborn so she had to make the difficult decision to take a leave of absence Oct 2019 to May 2020 to pursue her dream. In the interim, we had the opportunity to hire a professional trumpet player and longtime choir director, Laura Jean Falla but due to a health issue, her time at Delta was cut short and a new choir director, Christine Chesebrough came to our rescue. Christine is a professional musician and is proficient in the violin, piano and organ. We also had the privilege of having Christine's husband and father-in-law join us in the choir loft on Christmas eve. Thank-you Christine for being available, our small, but "mighty" choir members are honored and privileged that you are here with us in the interim and to share your musical expertise and special talents into 2020.

A few musical guests joined our Sunday services in 2019. Jason Hales, a beautiful tenor, strengthened our choir loft and his professional solo pieces had delighted our congregation. Laura Jean's son, Matthew Charters accompanied his mother one Sunday with his beautiful trumpet playing. Christine Howard, our on call organist who is always there for us when she receives the panic texts, usually on a Saturday night before the Sunday service and lastly established cello player, Patrick McPhail, who accompanies Heather in a duet with her flute playing, during the Sunday services.

Special thanks and recognition to our magnificent flute, piano player and member of our church, Lori Prevec who always takes time out of her busy schedule to accompany us with our anthems when she receives our text.

If anyone, young and old, would like to join us for a time of song and fellowship, practices are Thursday nights 7:00 p.m. to 8:30 p.m. and Sunday mornings, 9:45 a.m. before the service.

Respectfully submitted:

Cathy Scott



## **Sunday School Report**

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### **Denise Forget**

Attendance in 2019 includes: Skye, Nevaeh, Shydell, Kylee, Maizie, Ainsley, Evan, Boyd, Olivia, Macai, Lucy, Navy, Aaron, Liam, Austin



This year has been well attended by children ages 2 to 9 years of age. The children have participated in group discussions reflecting the scripture and focusing on following Gods example and model of kindness, forgiveness and acceptance of all people. The children related to these understandings by connecting experiences that they have had with others in social settings.

The children are responding well to listening to stories and making connections. The older children have taken on the responsibility of helping the younger children when needed and also being a positive role model. The children appear excited to attend Sunday school, participate in the activities and interact positively with each other.

Attendance fluctuated from 4 to 11 children each week. On one occasion 2 children attended - this was out of the norm. Documentation of the children's understanding and concepts of God is recorded in webs that are posted in the hallway and Sunday School Room.

Overall, the families and children seem happy with the Sunday School program this year. I feel it is a welcoming and safe environment where the children can learn about God and create bonds with the other children and myself. I am quite pleased with the attendance and group dynamics this year and enjoy spending time with the children and families.

## **Kids Only Shopping Day Report**

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### **Sarah Ferguson**

Our "Kids Only Shopping Day" event was, once again held on the last Saturday of November; providing children and youth an opportunity to select gifts for members of their family, pay for them at our 'cashier' area, and then wrap their selections — either independently or with some help — before returning to their parents who wait for them in Memory Hall. This year marked the end of an era, with both Janis Webster and Sue Andersen organizing the event for the last time. For some time after receiving their letter, we weren't sure this long-standing outreach would continue, however, Melissa Noble (Pat Gubbins' daughter) and a friend, Jennifer Bigelow have offered to taken on leading the event. At the beginning of January, Sue transferred the money made at the 2019 event to Melissa to start purchasing for the 2020 event.

We are grateful to both Sue and Janis for their creativity and dedication for this child-based ministry that has been their passion for over 3 decades. Their vision to provide children the autonomy to choose, has grown this event into what it is today. ♥

The 2019 event also marked other changes, where, for the first time we required families to register their children for a shopping time slot. This worked well and both families and volunteers commented how they appreciated the shorter wait times and a far-less crowded Memory Hall. As always, with a new system, there are kinks to work out, one of them being: planning for no-shows, as there were about 20 children, who were registered, but did not arrive.

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With new leadership will come new ideas and new ways of doing things, but we can be assured that this long-standing event will again, this year, be an outreach to our committee! Thank you, Melissa, Jennifer and Pat, for offering your leadership.

## **Worship and Christian Education Report**

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### **Laurel Horning**

Committee Members: Laurel Horning (Chair), Kathy Barker (Secretary), Reverend Shelley Smith (Minister), Sarah Ferguson LLWL, Denise Forget (Children's Church), Heather Snowden (Music Director) Christine Chesebrough (Temporary Music Director), Susan Travers, Hugh Tope (Roll clerk/Lay Reader list)

The Worship and Christian Education committee meets every few months to review and discuss past Sunday services, to help plan forthcoming services and to help make decisions on the spiritual life at Delta. Our minister Reverend Shelley has each and every Sunday service planned well in advance and when she is absent Sarah Ferguson fills in with the same warm and loving spirit. The committee is there to help where needed, deciding on church decorations, providing all that is needed for communion preparation, keeping up the lay reader list and the Church membership, making sure the children's needs are met for Church school, helping with music choices and thinking of ideas for special services.

Delta is truly blessed to have so many devoted people working to make our time in church meaningful and interesting each Sunday. Reverend Shelley and Sarah Ferguson provide services that are thoughtful, caring and full of love.

Heather Snowden our music director is now on a leave of absence but when she was here her music and choir direction made services special. Laura Jean Falla briefly filled in during Heather's absence and now Christine Chesebrough is providing uplifting, spiritual music for us to enjoy until Heather returns.

Denise Forget continues to provide fun, meaningful and educational lessons to our smallest members of the church. The numbers may fluctuate but Denise is always there with her welcoming smile and wonderful ideas to keep the children happy and occupied.

In the summer during vacation time, a schedule must be set and volunteers to be found to prepare services while our staff is on holidays. As always, the congregation stepped up this past summer and helped wherever they were needed under the guidance of Sarah, with many people supporting her. Every Sunday was covered, and Church continued during the hot summer months, into August when Reverend Shelley returned.

In addition to regular services, meetings after Church to learn about Affirmation were well attended by the congregation. In November, Delta's vision regarding our Affirming process was presented during the regular service and was well received.

As always, Reverend Shelley's advent and Christmas services were spiritual and inspiring.

Hopefully 2020 will see the Delta family stay strong and healthy with well attended services and fellowship!

## Affirming Working Group Report

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### **Sarah Ferguson**

Committee Members: Rev. Shelley Smith, John Baxter,  
Mitch Wilson, Oliver Fraser and Sarah Ferguson



This working group, elected at the last AGM, worked hard this year to create opportunities for the congregation to discuss, educate and discern what becoming an Affirming Congregation could look like. We had 4 Affirming events where we covered different themes.

As part of the Affirming process we were required to revamp our Mission Statement and Marriage policy, as well as create a plan, moving forward to continue discerning our path to be public, intentional and explicit in our welcome.

### Draft Marriage Policy

#### *The United Church of Canada's Marriage Policy*

In the United Church, we see each person as a unique, loved creation of God and welcome all people to the full life of Christian community, including marriage. We believe God intends loving relationships to be faithful, responsible, just, healing, and sustaining of the couple and those around them, and that such relationships require preparation and nurture.

#### *At Delta United Church*

We celebrate the covenant of marriage and we welcome both members, and non-members to share the beginning of their lives together with us. We welcome couples of all gender combinations.

### Draft Mission & Vision Statement

Delta United Church is a community of Faith, Hope & Support for all who enter.

We believe that ALL persons are beloved children of God.

We value the rich diversity of people; people of all: ages, races, cultures, gender identities, economic circumstances, abilities, beliefs, sexual orientation, or any other difference that has led to exclusion, marginalization or oppression within the church and society.

As people, loved by God and as followers of Jesus, we publicly declare our intention to create a safe space for all members of the human family to participate in the membership, ministry, leadership and life of our congregation.

As Spirit led people we pray for God's guidance as we continue to work for reconciliation and justice for all persons in church and society.

At the AGM this year, the committee will be calling for a vote to decide if this Delta family would like to claim the identity of an Affirming Church. It will be a private ballot, and, we are looking for a vote of greater than 75% in favor. We are grateful to John Baxter who has said he will step up to be our Affirming contact person if the congregation votes in favor. Delta has always been a welcoming faith community and the Affirming working group really appreciates the questions and conversations that have taken place over the last year. No matter the outcome of the vote, we hope these conversations will continue!

## **Delta United Social Club (DUSC) Report**

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**Helen Martin**

Delta United Social Club (DUSC) has a loyal membership of about 30 men and women. We regularly invite any Delta member to join us for fun and fellowship.

In January 2019 our 'annual' planning meeting was cancelled due to inclement weather, but we were able to establish an agenda for the year through e-mail. Members volunteer, in teams, to organize or host a social event, usually for the 3rd Saturday of every month except July and August.

We had two Games Nights of cards and board games which are always a hit and brings out surprising competition in our gentle, Christian folk. We had a delicious SOUP fest evening, Wine & Cheese party and our annual Golf and BBQ event in June.

DUSC members organized and supported the Wesley Dinner in September. In October the 3rd Lenny Martin Karaoke night was well attended and Delta's turkey/pot-luck Christmas Dinner for all church members and families was presented by DUSC in December.

This group with its fun events rewards those in our church who are busy much of the time with church obligations and responsibilities. We invite all to join us.

## **Book Club Report**

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**Helen Martin, Co-Ordinator**

Membership in Delta Book Club is informal; anyone who likes to read is welcome. Except in the summer, we meet in the Parlour the last Wednesday of the month. Six to eight members regularly attend the discussions, but others just like to read the books. Through individual interpretation of stories, we learn new things about each other.



This year we also watched movie versions of two of our books at Helen's home.

Our Club is registered with the Hamilton Public Library and we borrow kits of 12 books which include prepared discussion materials. We have them for approximately 6 weeks. Anyone is welcome to borrow a book even if you can't attend the meetings. Sign-out sheets for hpl books are kept inside the Kit bags. The bags are kept in the little library area off the choir room.

In 2019 we read the following:

*God Help the Child* by Toni Morrison; *Flee, Fly, Flown* by Janet Hepburn; *Sweetness At The Bottom of the Pie* by C. Alan Bradley; *Room* by Emma Donoghue; *The Trade* by Fred Stenson; *The Hare With Amber Eyes* by Edmund De Waal; *The Back of the Turtle* by Thomas King; *The American Heiress* by Daisy Goodwin; *Escape: In Search of the Natural Soul of Canada* by Roy MacGregor; *Medicine Walk* by Richard Wagamese.

Our own Delta 'library' has many books for lending. Check the corner bookcase outside the choir room. A sign-out sheet is available on the shelf and anyone is welcome to borrow.

## **31<sup>st</sup> Scouting Group Report**

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### **Todd Martin**

At the close of 2019 the 31<sup>st</sup> group has a membership of 71 youth and 27 adult volunteers for a total of 98 members. The 31<sup>st</sup> is the largest scouting group in the City of Hamilton. We are very active in the community and with our program. In addition to our weekly meetings we camp as a whole at least twice a month from September to June we have planned over 20 weekends at camp this Scouting year. All of our sections have members from Beavers at age 5 through Cubs, Scouts, Venturers and Rovers with a maximum age of 25. Many of our senior youth are also participating as full time leaders with younger sections.

### Group Committee

Group

Commissioner: Tony Mizzi  
Administrator, H&A: Kevin Thur  
Treasurer: Cliff Vanderveen  
Registrar: Rebekah Roy  
Delta Church Rep.: Todd Martin  
Members-at-Large: Keith Rice  
Program:  
Section Scouters



### Groups

**BEAVERS** Tuesdays 6:30-7:30 pm  
Section Scouter Karen Smith  
16 Youth members

**SCOUTS** Wednesday 6:30-8:30 pm  
Section Scouter Thomas McKechnie  
Youth Troop Leader Owen Chrysler  
22 Youth members

**CUBS** Mondays 6:30-8:00 pm  
Section Scouter Dana McKechnie  
15 Youth members

**VENTURERS** Tuesdays 8:00-10:00 pm  
Section Scouter Jacob Bell  
Prime minister Kayleigh McKechnie  
24 Youth members

**ROVERS** Tuesdays 9:00-10:00 pm  
5 Youth members

### Leadership and Youth Recognition

Bar to the Medal of Good Service: Doug McGuigan  
Medal of the Maple (youth award): Kayleigh McKechnie, Briana Szigeti  
35 Year's Service: Todd Martin  
30 Year's Service: Keith Rice  
5 Year's Service: Colin Watson  
Youth Service Award: Thomas Daniels, Michael Wilson



## **United Church Women (UCW) Annual Report**

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**Joyce Robb**

EXECUTIVE MEMBERS: Past President - Joan Wildish, President – Joyce Robb, Unit Leader – Helen Martin, Secretary – Sandy Simmons, Treasurer – Pat Gubbins, Corresponding Secretary – Colleen Earl, Members at Large – Judy Brown and Gloria Weir.

For the last year of the decade the Delta UCW continued with efforts to fulfil the purpose and commitments as laid out by united churches across the country. Our number has dropped to eight, as long-time member Lu Lenz felt that the long drive for her was just too much. Nevertheless, the remaining women do their best for outreach, our faith and our local church needs.

Among other projects, we continue to collect used, prescription eye glasses, that are delivered to local optometrists to be sent to countries across the world; encourage the congregation to contribute to the fund for socks to be given to Wesley Centre, for our Warm Hearts for Cold Feet project; support Edith's Pantry and donate to projects in Haiti.

The UCW organizes and enlists people to greet you as you enter the Sanctuary on a Sunday morning, plans, orders and arranges the plants for Easter and Christmas then covers any costs that are not met, sponsors many of the fund raisers for Delta and adds to the church's Mission and Service budget. In 2018 a refurbishment of the Board Room was started and completed this year. The UCW covered the cost of that project with a total of \$4070.

Although the major projects of Rummage/Yard Sale and Bazaar were very successful, we know that things have to change. Whether it's the number of projects or the way they are presented remains to be seen, but that will definitely affect our income. As a result, the Budget for 2020 has been revised, with the hope that we can, in the future raise our amounts.

It is the plan of the Executive to try to encourage more of the Delta women to attend and participate with the current UCW members and develop more programs and activities. With that in mind it certainly won't change the social events that have been so welcomed.

Respectfully Submitted

Joyce Robb



## UCW Financial Statement

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Bank Balance December 31, 2018 9585.5

### Revenue

Rentals	2080	
Donations	200	
Collection	351	
Flowers	314	
Garage Rummage Sales	1391	
Bazaar	6595	
Funeral	375	
Misc.	290	
Least coin	8.6	
Total	<b>11604.6</b>	11604.6

### Expenses

General Improvements	-3519.8	
Flowers	-329.51	
Bazaar Expenses	-625.14	
Presbyterial/Interchurch	-84	
Delta	-4000	
Outreach	-950.22	
Mission & Service	-2500	
Haiti	-400	
Rummage/Garage Exp.	-51.98	
Misc.	-1015	
Wesley	-400	
Total	-13875.7	-13875.7

Balance 7314.45

Outstanding Cheques 3309

Bank Balance Dec. 31. 2019 **10623.45**

<b>Bank</b>	<b>7314.45</b>
<b>Renewal Fund</b>	<b>-768.39</b>
<b>General Funds</b>	<b>6546.06</b>

## Delta United Church UCW Budget 2020

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<b><u>ESTIMATED RECEIPTS</u></b>	<b>2019</b>	<b>2020</b>
Unit Offerings	300.00	300
General Projects	1200.00	1200
Bazaar	5000.00	5000
Rentals	3000.00	1000
	<b>9,500.00</b>	<b>7500.00</b>
<b><u>ESTIMATED DISBURSEMENTS</u></b>		
Mission & Service	2500.00	1000
Presbyterial	60.00	30
	<b>2560.00</b>	<b>1030.00</b>
<b><u>CONGREGATIONAL</u></b>		
Welfare Plan	0.00	0
Renewal Fund	700.00	769
Delta United	4000.00	4000
Christian Education	200.00	0
Flowers, Memorial, Gifts	200.00	200
	<b>5100.00</b>	<b>4969.00</b>
<b><u>U.C.W.</u></b>		
Literature & Programs	50.00	0
Kitchen	400.00	200
Misc.	30.00	241
	<b>480.00</b>	<b>441.00</b>
<b><u>SUPPLIES &amp; SOCIAL ASSISTANCE</u></b>		
Chaplaincy Fund	0.00	0
Bursary Fund	0.00	0
Wesley	400.00	400
Haiti	400.00	200
Edith Pantry	500.00	400
Fellowship of the Least Coin	60.00	60
	<b>1360.00</b>	<b>1060.00</b>
<b>TOTAL</b>	<b>9500.00</b>	<b>7500.00</b>

## **Trustee's Report**

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### **Gary Wildish and Diane Parente**

Members: Gary Wildish (Chair), Diane Parente (Secretary), Arnold Hagel (Treasurer),  
Doug Robb, Gloria Weir, Kathy Barker, Rev. Shelley Smith

Your Trustees continued to meet throughout 2019, either in meetings or through E-mail contact, as we endeavored to monitor Delta United Church's investments (GICs) & make prudent use of the funds we had available.

This year we received the final distribution amount of \$6,271.46 from the estate of the late G. Howard Krick. We received a total of \$27,551.46 from the Krick Estate. With the receiving of this bequest, the Trustees have been able to top up our Manse Fund and secure these funds with GIC investments.

Early in 2019, the Trustees loaned the Churches General Fund, \$10,000.00 to make sure we had enough funds to pay our bills, & not trip our Line of Credit, with First Ontario Credit Union.

We have been very pleased to receive a number of Memorial Fund donations, that allow us to keep a positive balance in our Trustee General Account. Thanks to all, for your continued support.

The Trustees approved a recommendation, from the Property committee, to install a new roof over the choir loft. The repair was completed in the Fall, & the Trustees paid \$3,842.00 for the repair.

The Trustees also approved a recommendation from the Property committee, after an exhaustive search and dialogue, to accept a bid from Etherden Masonry, to repair our existing chimney with a relayed stone cap & pointing of 20 feet of cracks. The quotation was for \$14,500.00. The Trustees have agreed to fund half of the amount, with the balance coming from a Church fund raising initiative. The project is scheduled for the Spring of 2020.

The following page is our Financial Report, for the year ending December 31, 2019, showing our First Ontario Credit Union bank balance & a complete summary of our GIC investments.



## Trustee's Financial Report

### Arnold Hagel

**DELTA UNITED CHURCH BOARD OF TRUSTEES**  
Financial Report for the year ending December 31

	2019	2018	2017
<b>Bank balance January 1</b>	<b>\$ 13328.42</b>	<b>15728.42</b>	<b>8893.42</b>
<b>Receipts</b>			
Memorials	635.00	2195.00	3740.00
GIC interest	1462.50	684.62	1728.78
GIC	15000.00		20000.00
Bank fee reversal and credit	30.00		
Estate Krick	6271.46	26280.00	
Donation		500.00	
Rental - Ontario election		655.40	
Church loan repay	6000.00		
<b>Total Receipts</b>	<b>29398.96</b>	<b>30315.02</b>	<b>25468.78</b>
<b>Disbursements</b>			
Manse(GIC) interest	1462.50	1004.62	2103.78
Loan to Church	10000.00	6000.00	
Memorials to Church	505.00		500.00
GIC		25000.00	16000.00
Bank Fees	60.00	45.00	30.00
Election rental to church		665.40	
Roof repair	3842.00		
<b>Total Disbursements</b>	<b>15869.50</b>	<b>32715.02</b>	<b>18633.78</b>
 <b>Bank Balance, December 31</b>	 <b>26857.88</b>	 <b>13328.42</b>	 <b>15728.42</b>

**GIC's**

<b>Financial Institution</b>	<b>Value</b>	<b>Maturity</b>
Effort Trust	20000.00	Jan. 31,2022
Effort Trust	25000.00	Mar. 15, 2021
First Ontario	16708.42	July 27, 2020
First Ontario	41412.24	Jan. 10, 2021

Nominating COMMITTEE REPORT  
January 2020

**Church Council**

Chair – Sarah Ferguson (2021)

Vice-Chair – VACANT

Treasurer – Pattie Toni

Secretary – Anne Haberl (2022)

COMMITTEE	TERM EXPIRES AGM OF:	COMMITTEE	TERM EXPIRES AGM OF:
<u>Finance</u>		<u>Service</u>	
Pattie Toni – Treasurer (ex-officio)		Trish Fraser	2021
SANDRA SIMMONS	2021	Doug Robb	2021
Arnold Hagel	2022	CATHY SCOTT	2022
<b>Joan Wildish</b>	<b>2023</b>	Hugh Tope	2022
<b>Mitch Wilson</b>	<b>2023</b>	<b>Joe Barker</b>	<b>2023</b>
<b>Kathy North</b>	<b>2023</b>	<b>Sarah Ferguson</b>	<b>2023</b>
		<b>Ashley Greenland</b>	<b>2023</b>
<u>Ministry &amp; Personnel (M&amp;P)</u>		<u>Worship &amp; Christian Education</u>	
Doug Robb	2021	Rev. Shelley Smith (ex-officio)	
Cathy Scott	2021	LAUREL HORNING	2022
Sylvia Richards	2022	Susan Travers	2022
<b>DEBBIE BERQUIST</b>	<b>2023</b>	Kathy Barker	2022
<b>Jack White</b>	<b>2023</b>	<b>Hugh Tope – Roll Clerk</b>	<b>2023</b>
		<b>Sarah Ferguson</b>	<b>2023</b>
<u>Mission &amp; Outreach</u>		<u>UCW President</u> Joyce Robb  <u>Group Committee Rep.</u> (corresponding member) Todd Martin  <u>Board of Trustees</u> (corresponding members) Arnold Hagel – Treasurer indefinite term of office Diane Parente DOUG ROBB Kathy Barker Gloria Weir	
REV. SHELLEY SMITH (ex-officio)			
Marilyn Tope	2021		
Judy Brown	2022		
<b>Gloria Weir</b>	<b>2023</b>		
<b>Joe Barker</b>	<b>2023</b>		
<b>John Baxter</b>	<b>2023</b>		
<u>Pastoral Care</u>			
Rev. Shelley Smith (ex-officio)			
Kathy Barker	2021		
Gloria Weir	2021		
Ameriga Alonzo	2022		
Colleen Earl	2022		
<b>Julie Gibson</b>	<b>2023</b>		
<u>Property</u>			
Doug Robb	2021		
Bill Urie	2021		
JOE BARKER	2022		
<b>Tricia Fraser</b>	<b>2023</b>		
<b>Terri Kovacs</b>	<b>2023</b>		
<u>Rentals</u>			
Rev. Shelley Smith (ex-officio)			
TRICIA FRASER	2022		
Pattie Toni	2022		
<u>Region 9 Horseshoe Falls Lay Member</u>			
(Hamilton Presbytery is now a Regional Council as of 2019)			
Hugh Tope			

UPPER CASE indicates current committee chair.

**Bold type** indicates new members or renewed terms

Committees members are 3-year terms

Committee Chairs are 2-year terms

Council Executive are 2-year terms

**RULES ON TERM LIMITS:** As of the Delta AGM on Feb.16, 2014, there are no limits to number of 3-year terms for committee members. There is no term limit for the Church Council Treasurer position. All other Church Council positions have a maximum of two 2-year terms including: Chair of Council, Vice Chair of Council, Secretary of Council, and Chairs of all committees who sit as members of Council.

<b>2019 Financial Statement</b>	<b>December 2019 YTD Actual</b>	<b>2019 Budget</b>	<b>December 2018 YTD Actual</b>	<b>Percent Difference; 2019 vs 2018</b>
<b>RECEIPTS</b>				
OPEN OFFERING/LOOSE OFFERING	1375.3	1330	1684.4	18.35%
ENVELOPE OFFERING	62432.55	70000	64858	3.74%
INITIAL OFFERING	122	125	137	10.95%
DONATIONS	25339.64	7000	16569.62	-52.93%
ANNIVERSARY	105	300	260	59.62%
EASTER	1035	500	1405	26.33%
THANKSGIVING	260	450	310	16.13%
CHRISTMAS	1543	1200	1430	-7.90%
MANSE - BANK INTEREST	1462.5	1500	685	-113.50%
CHURCH RENTAL INCOME	52475	53200	45878.4	-14.38%
SPECIAL EVENTS - FUND RAISING	2091	2500	1569	-33.27%
HST REBATE	1609.19	3000	2123.39	24.22%
SHARES - CREDIT UNION	0		0	
WESLEY CENTRE DINNER	410		470	12.77%
TRUSTEES LOAN	10000		6000	-66.67%
MISSION & SERVICE FUND	5633	7000	6813	17.32%
CHIMNEY FUND	2230			
<b>TOTAL CASH RECEIPTS</b>	<b>168353.53</b>	<b>148105</b>	<b>150192.81</b>	<b>-12.09%</b>

<b>2019 Financial Statement</b>	<b>December 2019 YTD Actual</b>	<b>2019 Budget</b>	<b>December 2018 YTD Actual</b>	<b>Percent Difference; 2019 vs 2018</b>
<b>DISBURSEMENTS</b>				
Employment & Expenses	116482.05	115628	116072.72	-0.35%
Property; Repairs, Maintenance	11821.57	8500	8528.27	-38.62%
Gas, Water, Power	12039.03	15800	14048.9	14.31%
Telephone/Internet	2176.72	2200	2059.33	-5.70%
Insurance	6348.53	6300	6265.47	-1.33%
Office Equipment	160.69	500	0	
Postage, Office Supplies	2381.71	1000	1120.8	-112.50%
Presbytery & Conf. Fees	2304.75	2800	2405.5	4.19%
Bank Charges	300	300	300	0.00%
Worship	0	500	389.27	100.00%
Music	1073.25	1500	1347.6	20.36%
Christian Education	674.98	800	454.05	-48.66%
Mission & Outreach	0	100	0	
Pastoral Care	160.47	250	344.76	53.45%
M&P	0	200	0	
Council Expense	0	100	50.85	100.00%
Wesley Dinner Expense	420		450	6.67%
Other expenses/Misc.	450		3020.96	85.10%
<b>TOTAL CASH PAID OUT</b>	<b>156793.75</b>	<b>156478</b>	<b>156858.48</b>	0.04%
<b>Mission &amp; Service Fund</b>	3206	7000	2754	-16.41%



**2020 Budget**

RECEIPTS	
<b>OPEN OFFERING/LOOSE OFFERING</b>	1400.00
<b>ENVELOPE OFFERING</b>	65000.00
<b>INITIAL OFFERING</b>	140.00
<b>DONATIONS</b>	7000.00
<b>ANNIVERSARY</b>	105.00
<b>EASTER</b>	400.00
<b>THANKSGIVING</b>	350.00
<b>CHRISTMAS</b>	1400.00
<b>MANSE - BANK INTEREST</b>	690.00
<b>CHURCH RENTAL INCOME</b>	50000.00
<b>SPECIAL EVENTS - FUND RAISING</b>	15000.00
<b>HST REBATE</b>	1700.00
<b>MISSION &amp; SERVICE FUND</b>	5743.20
<i>Total Receipts</i>	<b>148928.20</b>

DISBURSEMENTS	
<b>Employment &amp; Expenses</b>	118237.00
<b>Property; Repairs, Maintenance</b>	26000.00
<b>Gas, Water, Power</b>	15000.00
<b>Telephone/Internet/IT Service</b>	3100.00
<b>Insurance</b>	6265.00
<b>Office Equipment</b>	400.00
<b>Postage, Office Supplies</b>	1000.00
<b>Presbytery &amp; Conf. Fees</b>	3073.00
<b>Affirm United</b>	600.00
<b>Bank Charges</b>	300.00
<b>Worship</b>	400.00
<b>Music</b>	1500.00
<b>Christian Education</b>	800.00
<b>Mission &amp; Outreach</b>	100.00
<b>Pastoral Care</b>	150.00
<b>Mission &amp; Service Fund</b>	5743.20
<i>Total Disbursements</i>	<b>182668.20</b>

<b>Total Receipts</b>	<b>148928.20</b>
<b>Total Disbursements</b>	182668.20
<b>Variance</b>	<b>-33290.00</b>

**DELTA UNITED CHURCH**  
**Annual Meeting - January 27, 2019**  
**Church Sanctuary - 10:30 a.m.**

**Present:** (40) *Jos Bailey, Joe Barker, Kathy Barker, John Baxter, Debbie Berquist, Judy Brown, Colleen Earl, Thora Ellis, Sarah Ferguson, Derek Foster, Trish Fraser, Oliver Fraser, Julie Gibson, Pat Gubbins, Anne Haberl, Dorothy Hagel, Laurel Horning, Robert Lewis, John MacLeod, Margaret MacLeod, Helen Martin, Kathy North, June Peace, Larry Ridge, Miriam Ridge, Kym Sawyers, Cathy Scott, Sandra Simmons, Diane Smith, Rev. Shelley Smith, Heather Snowden, Pattie Toni, Hugh Tope, Marilyn Tope, Susan Travers, Bill Urie, Gloria Weir, Mitch Wilson, Joan Wildish, Harold Wortman*

**Greeting from the Chairperson of Church Council - Sarah Ferguson**

Sarah explained that the Chair of Council in many United Churches was also the Chair of an Annual Meeting so, as such, was willing to do so today at Delta.

**Election of Chairperson and Secretary for the Annual Meeting**

Moved by Pat Gubbins, seconded by Mitch Wilson, that Sarah Ferguson chair this annual meeting. **Carried**

Moved by Pat Gubbins, seconded by Pattie Toni, that Helen Martin record the Minutes. **Carried**

**Eligibility of Voting Privileges**

Moved by Kathy Barker, seconded by Hugh Tope that voting privileges include adherents. **Carried**

**Presentation of Agenda for 2018 Annual Meeting: (held Jan. 27,2019) - Sarah Ferguson**

The following Reports were added to Agenda: Financial Statements and 2019 Budgets for Delta General Funds and UCW, and Nominating Committee Report

**Approval of Minutes from 2017 Annual Meeting: (held Jan.28,2018)**

Approval moved by Joe Barker, seconded by Gloria Weir. **Carried**

**Approval of Minutes from Congregational Meeting: (held May 20,2018)**

Approval moved by Joe Barker, seconded by Gloria Weir. **Carried**

**Devotional Moment - Rev. Shelley Smith**

Rev. Shelley blessed our meeting and invited a moment of silence for members lost in 2018: Alice Rutkowski, Balbina Oboza, Shirley Pickard, Gordon Anderson, Don Gray.

**Presentation of 2018 Financial Statement:**

Pattie Toni, Treasurer, moved the adoption of the printed Financial Statement; Sandy Simmons seconded.

**Questions & Discussion:**

- John Baxter questioned the \$6000 Loan from the Trustees being called a 'Receipt' and not appearing as a debt under Disbursements

- Patti said loans from the Trustees are rarely paid back, so traditionally have not been shown as a future disbursement. This, however, is not a fixed decision and could be reflected differently on the report.
- Mitch Wilson suggested full transparency would be better and Patti agreed the report can be changed to reflect the possibility of repaying the amount.
- It was decided to Move and Accept the 2018 Statement "*as printed*" today, but that the said Financial Statement would be adjusted by Council as soon as possible, and the revision be included in the 2020 Agenda and Financial Statement.

Motion to accept the 2018 Financial Statement "as printed" ... **Carried**

### **Presentation of Proposed Budget for 2019**

Pattie Toni, Treasurer, moved the adoption of the printed Budget, June Peace seconded

### **Questions & Discussion:**

- Mitch Wilson commented that we have been fortunate to benefit from bequeaths but cannot depend on them. What strategies are in place to support comparable receipts?
- Patti answered that we continue to encourage the congregation for more financial support
- Mitch responded, even a 10% increase by individuals can improve Delta's income. Mitch also inquired if the large rental income was a projected amount?
- Patti confirmed it was estimated, yet quite secure for 2019.
- Trish spoke to current and future rental prospects that can be increased with repairs and maintenance work to enhance our building. Removal of an old chimney and repairs to building cracks are planned, along with air conditioning Friendship Centre with grants enabled by our current tenant and future fundraising by us.
- John Baxter asked if under Receipts it would be wiser to reflect the same HST Rebate we received in 2018, rather than assume it will be less.
- Patti stated the HST Rebate is an 'unstable' receipt and this was a practical way to contend with it. She compared it to the Manse & Bank Interest column, which is usually consistent, so therefore repeated.
- Mitch asked if Delta would qualify for Provincial grants, etc.?
- Joe Barker answered inquiries have been made in the past and that we have not qualified. The government believes congregations should be able to sustain their own buildings.

Motion to accept 2019 Budget **Carried**

### **Approval of Committee Reports:**

The following Report was addressed with accompanying comments:

#### **Property Report:**

- Trish Fraser is the new Rental Co-Ordinator
- A Rental Binder with Information and Rates will be available in church office
- People are reminded to book usage of ALL church spaces through Trish

Motion to Accept Committee Reports moved by: Mitch Wilson, **Seconded** by Cathy Scott  
**Carried**

### **Presentation of 2019 Nominating Report:**

Helen Martin presented for committee members Cathy Scott and Joe Barker

- correction was noted for Ameriga Alonzo's first name.

Motion to Accept Nominating Report made by Helen Martin, Seconded by Pat Gubbins

**Carried**

Nominated for 2020 Committee by Joe Barker: Joe Barker Accepted

Nominated for 2020 Committee by Mitch Wilson: Mitch Wilson Accepted

Third member will be appointed by Council.

Motion to Accept the Nominations made by Pat Gubbins, Seconded by Gloria Weir **Carried**

### **New Business:**

#### **Affirming:**

Rev. Shelley explained and defined the meaning of an "Affirming Church"

#### **Questions & Discussion:**

- Mitch Wilson asked if churches who have already accepted this mandate have seen an increase in members

- Rev. Shelley was able to confirm LGBTQ persons have been able to find church homes because of this

- Oliver Fraser told of a downtown church that showed outreach and gained a rental asset by providing a youth centre. Sarah added by sharing personal experiences on their own family structure this can benefit other youth.

- Joe Barker asked if Delta would be making a decision on this today?

- Rev. Shelley said this introduction was to garner a Steering Committee today and that the process of decision could take up to a year.

- Kathy Barker asked if we decide to become Affirming must we be accepted by "Affirm United"?

- Rev. Shelley replied "Yes". Sarah offered additional explanation and comments.

An "Affirming Steering Committee" would likely need three meetings to generate a recommendation.

Volunteers: John Baxter, Sarah Ferguson, Mitch Wilson, Rev. Shelley Smith, June Peace, Oliver Fraser.

### **Moment of Recognition and Thanks:**

Debbie Berquist, Chair of Ministry and Personnel offered Delta's gratitude and praise for the service and support provided by Rev. Shelley Smith, Minister; Heather Snowden, Music Worship & Choir Director; Denise Forget, Church School Leader; Shiona MacKenzie, Office Staff; Bob Penner and Mike VanOldenbarneveld, Custodians.

### **Closing Words from Chairperson 2018-19:**

Sarah Ferguson offered thanks for attendance and co-operation. She requested that all new candidates share their e-mails or contact information with Council, for future planning and communication.

**Motion to Adjourn at 12:18 pm by Robert Lewis .... Carried**

Respectfully submitted,  
Helen Martin

## **COMMITTEE DESCRIPTIONS**

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- 1) Board of Trustees
  - responsible for all property, including the sale, maintenance, new building and use of said property, because the title to all property is in their names
  - maintains and invests all funds that are donated as a memorial, or gathered from the sale of church assets
  
- 2) Finance
  - maintains and deploys the assets of the congregation to fulfill the mission of the congregation
  - secures contributions for the current expenses of the local congregation, including the salary of staff, presbytery allocations, and the Mission and Service Fund of The United Church of Canada
  - disburses the money received for these purposes according to a congregationally approved budget
  - secures contributions from participants through regular giving, including pre-authorized remittance (PAR)
  - presents regular reports on the condition of finances and property to each meeting of the Board
  
- 3) Ministry and Personnel (M&P)
  - provides a confidential consultative and supportive agency for the staff of the church and for members and adherents of the congregation(s)
  - reviews working conditions and remuneration for all staff
  - oversees the relationship among staff and all members of the congregation
  - annually reviews and evaluates staff
  - regularly reviews the responsibilities of all staff of the pastoral charge and revises position descriptions when requested by the Board/Council
  
- 4) Mission and Outreach (Community/World Engagement)
  - oversees the outreach of the congregation in evangelism and social action within the community, city, country, and world
  
- 5) Pastoral Care
  - ensures those within our church family who require special attention and prayer are taken care of
  - ensures the cards are sent during special occasions
  
- 6) Property
  - manages maintenance of the building, both inside and out
  - manages maintenance of the all equipment
  - secures, maintains, and works with all renters of the building

7) Service

- coordinates opening the doors and the sanctuary, setting up the microphones, making and setting up pre-service coffee and tea, turning on the lights, lighting candles
- ensures all is put away, turned off, closed, and candles blown out at the end of service
- mans the chair lift before and after each Sunday service

8) Worship and Christian Education

- coordinates the Christian education of all – young and old
- coordinates worship and special services
- keeps the roll of the congregation and a record of children and adherents
- keeps the register of baptisms, marriages, and burials

**TYPICAL CHURCH COUNCIL MODEL**

