Knox United Church - Annual Report 2017

Knox United Church

And what does God require of you,
but to do justice.to love kindness,
and to walk humbly with our God?
- Micah 6:8

OUR VISION: The winds of the Spirit are blowing us in new directions! Along the way,
- Jesus is our compass
- Song fills our sails
- Worship and prayer sustain us
- Love and care support us in rough waters

OUR MISSION: Pushing off from the familiar shores of the past, we journey forward, experiencing the Holy, seeking justice, and comforting the lonely.

OUR VALUES:
Learning and growing in faith
Faith in action – in our community, and abroad
Mutual respect and neighbourliness
Integrity and authenticity
Justice, compassion and healing
Laughing and playing together

OUR PRIORITIES:
- Worship
- Music
- Exploring Faith
- Wisdom and Ageing
- Being a good neighbour

OUR INVITATION: Bring your songs, energy, and imagination – and join us on this journey!

TABLE OF CONTENTS

Page 3 –
- Message from the Chair of the Board
- Exploring Faith Report

Page 4 – Tea Time Talk

Page 5 – Worship Team

Page 6 –
- Children & Youth Ministry Report
- Flower Ministry
- Life Events

Page 7 – Pastoral Care Report

Page 8 –
- Stewardship & Social Justice Report
- A Coin & A Can Ministry

Page 9 –
- Prayer & Share Report
- Downtown East Side Neighbourhood House
- Sandwiches for First United

Page 10 –
- Community Lunch Report
- Rip 'n Stitch Report

Page 11 –
- Men's Breakfast
- 2017 Thrift Sale Report
- Healing Touch

Page 12 – Communications & Welcoming Report

Page 13 – Knox Website Report

Page 14 – Facilities & Property Maintenance Report

Page 15 – Ministry & Personnel Report

Page 16 – Cub Scout Report

Page 17 – Vancouver South Presbytery Rep Report

Page 18 –
- Kitchen & Coffee Report
- Counting Team
- Friendship Group Report

Page 19 – Board of Trustees Report & statements

Page 20 – Finance Team Report & statements

Page 23 – Treasurer's Report

Page 24 – Envelope Report

Page 25 – Building Committee Report

Page 27 –
- Past Congregational Meeting Minutes

FROM THE CHAIR OF THE BOARD

2017 has been a year of action and activity at Knox! It's been an interesting and very fulfilling exercise to sit back and reflect on everything that we've accomplished as a family of God.

Our year began with the presentation of a 3-year strategy at Knox, with the theme "Knox, Neighbours, Next". Under the guidance of this theme, we held a leadership retreat to talk about our future direction and began to deepen our focus on our relationships with one another as a community (Knox). We created plans for reaching out into our neighbourhood, and began to take steps outside the door and participate in community (neighbours). We also began to discern how our future might take shape (Next).

Think of all the things that happened in 2017 because of this good work: A leadership retreat, Summer Spirit participation, and a Canada 150 party on the front lawn after worship; an almost record-setting Thrift Sale, a reunion with our friends from Independent Jewish Voice, a congregational covenant, and the Emmett Cahill concert. And we wrapped the year with an Advent Eve party, and a Christmas carol singalong.

If this weren't enough activity for the year, our Minister Rev. Liz Bowyer announced her retirement in the spring, and we began the process to call a new Minister to Knox. We bid farewell to Liz and celebrated her ministry with a wonderful retirement party and all the accolades we could muster. Rev. Julie Lees joined us for the Advent and Christmas season, and we confirmed a temporary relationship with Rev. Dr. Richard Chung for the first half of 2018.

While all of this was happening, our land sale and construction project finally came "unstuck" from its long journey through the City of Vancouver's approval processes. Our Building Committee completed on the first phase of this long-standing dream of Knox's, by selling our Fellowship Property land and receiving approval to begin the construction process. Bill Goodsir retired from his role as committee chair, and we hired a consultant, John Scott, to lead us through the next phases of the construction project. This huge step forward also gave Knox an opportunity to renew and build closer ties with Vancouver South Presbytery.

In the midst of all of this activity, our dedicated teams and staff continued their good work, serving Knox and our community through meals, worship, prayer and healing, property maintenance, sound financial management, UCC Remit education and voting, creating opportunities for us to grow in faith, spurring us to action on social justice issues, and reaching out to our neighbours (online and face to face).

As the year unfolded, the Board has continued to work on our strategic plan. Not everything we hoped to accomplish in the year came to fruition (eg. a weekday drop-in program), but so much more happened in God's service in 2017 that we might ever have imagined. The Board will be excited to present our plans for 2018 (and beyond) when we see you at the ACM... …and until then, don't forget! Knox, Neighbours, Next.

Respectfully submitted on behalf of the Knox Board by Susan McAlpine, Chair

EXPLORING FAITH TEAM

Exploring Faith Team was busy this past year, as team members initiated a variety of studies and discussions. We hope you've found our activities together have encouraged you in faith and growth, as it has for each of us.

Rev. Liz Bowyer initiated the well-received Lenten Lunch Lectures, answering the personal question *Who is Jesus for you?* of guest speakers, local United Church ministers. A stimulating and engaging series with a wide range of answers, each session included a question period in which we wrestled with Jesus, and the concept

of the Trinity. We rounded off the study with reflection and discussion about our own answers to the question.

During the spring Charles Hou lead a monthly discussion on whatever articles of interest we found in that month's *United Church Observer*.

During the summer each team was asked to reflect on their core role in our congregation, as part of the fall covenanting service. We affirmed our goals, for all interested individuals, and for Knox as a body within our community: to experience the Holy; to nurture faith; and to grow in integrity and authenticity.

On August 19th, many at Knox had a chance to participate in a Multi-Cultural Temples Tour, put on by Multi-Cultural Ministries led by David McLauren. We had guided tours of a Buddhist temple, a Muslim mosque, a Sikh temple and a Hindu temple. Very informative. Our own Frances Herzer followed this up by arranging a beautiful and interesting tour of the Ismaili Center the place of worship for the Ismailis, a branch of Islam, on October 18th.

Our fall / winter study on *The Heart of Christianity*, by Marcus Borg, was well attended, and appreciated. Lead by each of the team in turn, we discussed core doctrines and practices of Christianity, coming to new or deeper understanding of our walk with God.

Thanks to the team, for all your hard work, and love. We said goodbye to Rev Liz part way through the Heart of Christianity study, and thank her for her enthusiastic support and leadership.

We welcome discussion requests and hope you'll join the exploration. See you at the next study.

- *Michelle McMaster, chair; Rev. Richard Chung; Frances Herzer; Helena Ho; Charles Hou; Florence Humphries*

TEA TIME TALK

Our Pastoral Care Team sponsors and organizes a lovely monthly event for men and women of all ages on the 4th Tuesday of every month from 2 – 3:30 p.m. in the Knox Fellowship Lounge from September until November and from January until May In December, we hold a special Christmas Tea and in June a Strawberry Tea, usually on an earlier Tuesday in those months. We usually have a larger group attend those events.

Each month, after we celebrate birthdays and share joys and concerns, our table groups are presented with a topic by the minister which usually creates a lively discussion. We are then offered tea or coffee and delicious baking kindly supplied by the Friendship Group every month except June and December. We really appreciate their faithful, ongoing support.

We thank all our Tea Time Talk volunteers who regularly set table, arrange flowers, act as hostesses, serve refreshments, clean up and wash dishes, as well as driving our guest when needed. If you have a friend who needs a ride, please call Sydney MacKenna.

In December, two delightful children and their teacher Janice, from the "Little People Preschool" sang some Christmas songs for us. Everyone enjoyed their presence! Thanks very much for entertaining us. After the preschool children left, we enjoyed a Christmas Carol sing-a-long enthusiastically led by our Choir Director, Colleen Coulter. Thanks Colleen.

We would like to thank Rev. Liz Boyer for leading us for the past three years.

- *Submitted by Joyce Kruger on behalf of the Tea Time Talk group and our Pastoral Care Team*

WORSHIP TEAM

At the beginning of 2017 the Worship Team welcomed Marnie Thomson to the team and gave our thanks to Sharon Scott for her years of service. Change came again in November when we said farewell to Rev. Liz Bowyer. We have valued Liz's leadership and guidance for our team over her 3 years at Knox. Thank you, Liz, enjoy your retirement! We were most fortunate to have Rev. Julie Lees join us as our worship leader for the Advent season and Christmas Eve services. Julie settled in as our leader very quickly and even took the role of Lead Angel in the Christmas Eve pageant! We would like to thank Rev. Sharon Copeman who, by covering pastoral care during December, enabled us to have Julie lead us in worship. As always, huge appreciations to our wonderfully talented staff of Colleen Coulter, Madelene Klassen and Anne MacKenna. Josie Barley, Ed Williams, Don Bliss and Paul O'Neil assist us weekly in a myriad of ways.

Thank you to the Welcoming and Communications Team who updated the Narthex and provide greeters on many Sundays. We appreciate the new sanctuary lighting- a huge project undertaken by the Facilities and Property Team. Thanks also to Joyce Kruger and Joanne Melville for organizing the Flower ministry and to the Bradleys for once again offering a mid-week chapel service. Our team members manage the ushering duties, arrange scripture readers, prepare the communion elements and find servers, choose bulletin covers, etc.

At Knox we are extremely fortunate to have two very accomplished music leaders – Colleen and Madelene. Thanks to them, and to the depth of talent we have in our own congregation, musical offerings by the Knox Choir, Bob Copeman, Ben Bouguerra, the Knox Chimers, Knox Strings and Winds and Anne MacKenna continued to enrich our Sunday services. As well, we have had Hayley Farenholtz on harp, Derry Byrne on trumpet and Bill Machuga on drums as guest musicians this year.

In the spring Knox hosted a drum workshop led by Milton Randall and organized by Colleen. Over 30 people from Knox and the community participated. The Emmett Cahill, Irish tenor, of Celtic Thunder, fundraiser concert was held at Knox on October 3. There were close to 300 people in the audience - congregation, local neighbours and broader community. Our Knox choir performed in the concert, with the help of some members of the Vancouver City Singers to boost our numbers. Many thanks to Colleen, Debra Danny and Susan McAlpine for organizing this very special event. Programs such as these two provide a means to "reach out to our neighbours" and also fulfill part of the Worship Team's responsibilities under the Music Task Force.

Early in the year we dedicated our new NRSV Bibles including 4 large print editions. We appreciate the enthusiastic support for this project by many members of the congregation. Our web ministry is growing, largely due to the wonderful work of our web minder, Debra Danny. She is supported by the materials submitted to her by our worship staff and congregants. At our team meetings we had education sessions on the seasons of the church year and on lectionaries.

We had 2 lay led services this year and Judith Stark and Janice Guthrie provided pulpit supply for 2 other Sundays. We hosted 2 SummerSpirit services at the end of the summer. These services, with a full choir, and Bill on drums one Sunday and Bob on sax the next were very well received by the visiting congregations. Thank you to all who worked hard to make everyone welcome at worship and at the lunch event that followed. Once again we had a huge Thanksgiving food offering for First United, a fun Blessing of the Animals service and our All Saints, Remembrance, Palm Sunday, Good Friday and Easter services were rich with music, scripture and prayer. During Lent a special visual to provoke thought was presented each Sunday and in the fall we moved away from our usual lectionary to explore The Season of Creation lectionary. Special colours were added to the communion table as we moved through the weeks. Each Sunday, Anne MacKenna was able to create a Time for All Ages that meshed beautifully with the theme of the service.

During Advent we again supported the Advent Peace Box initiative. Thanks to Colleen, the Friendship Group and others who helped with the sanctuary decorations and to Mary Evans for once again setting up our First United can Tree. Colleen and Madelene organized the Christmas Sing-Along and the Worship Team provided the refreshments. This year December 24th was on a Sunday which meant there were 3 services. Congratulations to everyone who worked so hard to make these services so meaningful and yet appropriate for all who attended.

This coming year we will begin to explore what our role will be within the new 3-year plan at Knox.

- *Respectfully Submitted: Mary Graham (chair) Gloria Bender, Mary Evans, Marnie Thomson, David Cass, Colleen Coulter, Madelene Klassen, Anne MacKenna*

CHILDREN & YOUTH MINISTRY

The Children & Youth at Knox range in age from approximately 3-18 years. While they may be small in number, they are a vital and active part of the Knox community.

The Knox Youth often participate in Sunday services by reading, joining in discussions, singing with the choir, playing instruments and helping out in services such as The Blessing of The Animals, and our Christmas Eve Pageant. Some were also a part of the special choir for the Emmitt Cahill Concert in the fall. Our youth regularly volunteer their time to help out with the Thrift sale, Community Lunch and a variety of other events that are a part of the life and work of Knox.

The younger children who are present on Sunday mornings add a lively atmosphere to the services! We spend the first part of the service in the Children's area where we have puzzles, games, books, colouring, stuffed animals, puppets, blocks and of course…playdough! After the "Time For All Ages", we often go into the Vestry or over to the Fellowship Hall to do additional activities. We read stories, bake cookies, work in the Children's Garden, explore the outdoors, or work on craft projects. We've even gone on a "field trip" to discover some of the areas of the church that the children don't usually see (the Worship Supply Room, Choir Room etc…). All these activities are used to connect the children to the theme or message of that week's service.

Last January, we started a new outreach initiative, and turned our focus towards projects designed to help out the children & families at the Downtown Eastside Neighbourhood House… children helping children. Several of our projects included planting and harvesting tomatoes from our garden to sell for donations to the congregation, and making "Snowflake Wishes" and Hot Chocolate Jars for our "Christmas Garage Sale" at the Advent Eve Party. Throughout the year, we raised over $300, all of which was used to purchase new toys & games for the kids of the DTESNH. A huge thank you to the congregation for your generous support!

The Children & Families Ministry at Knox has changed over the years and is no longer limited to Sunday services and congregational activities. Throughout the week, the Fellowship Hall is filled with the sounds of lively chatter & laughter, and singing & dancing from the various children's groups that come to Knox for their activities. So, through our outreach program with the DTESNH and by opening our own doors, Knox is able to help create safe and nurturing spaces for children to grow and learn…what a Children and Families Ministry is all about!

- *Anne MacKenna, Children & Youth Ministry*

Life Events

This past year we celebrated the weddings of:

Jie Si Wang (Bryan)
and Ji Hye yoon (Hailey)

Gordon Stanley Mar
And Sandra Yuet Yee Sit

This past year we have hosted the celebration of life &/or interred the ashes of:

Douglas Bertram Graves
Ruth Lillian McRae
Florence Anne Powers
Lawrence William Powers
Audrey Allison Calleja
Deryk Forster
Denise Carr

Reaffirmation of Faith:
Gloria Candido

FLOWER MINISTRY

The flowers placed in the sanctuary each week are not only a celebration of the beauty of God's world, they are also an integral part of our care for congregational members who need support during stressful times, whether due to personal illness, bereavement, or other issues.

Please consider supporting this ministry by placing flowers in the sanctuary in celebration of a new arrival in the family (a son or daughter in law, a grandchild, a new puppy????) or in memory of a loved one.

If you would like to put flowers in the church, please call Joanne Melville at 604 263 4884; arrangements can be made for any budget. Also, if you know of a member whose life would be brightened by flowers, please let Joanne know so that flowers can be delivered to them.

- *Submitted by Joanne Melville*

OUR PASTORAL CARE TEAM

Our Pastoral Care Team responds to God's call to help our congregational members and adherents celebrate their happy events and support them with their sad events in consultation with our minister. For the past three years, we have enjoyed working with the Rev. Liz Bowyer who retired in November 2017. Each of our members has been trained in prayer, listening and responding to peoples' needs. Some of our church members also provide Healing Touch. We practice strict confidentiality. Our pastoral care members include: Rev. Sharon Copeman, Sydney MacKenna, Helen Overgaard, Catherine Shen, Joyce Kruger and Rev. Richard Chung. Unfortunately, our good friend and long-time member of the Pastoral Care Team, Joan Cass, also retired from our team in November 2017. We miss you Joan. Thanks for all your support. Several members of our congregation also do Pastoral Care but are not on our Pastoral Care Team.

Our Pastoral Care Team will meet with Rev. Richard on the second Tuesday of each month to review our congregational members' needs and respond to our minister's requests. At each meeting a member presents some words of inspiration. We update our prayer list at each meeting. We help the minister by phoning or visiting our congregational members at home, in hospitals or in care facilities when they are ill or unable to attend church. One of our members sends a card to help celebrate important events such as marriages, births, graduations, or anniversaries, as well as express love and compassion for illness or bereavement. If you are aware of a situation when a person would appreciate a note from Knox for a special occasion, please call the church office.

Our Pastoral Care Team continues to compile a list of CONTACT PERSONS for our Knox congregational members and adherents in case of a medical emergency on our Knox property. Please contact Joyce Kruger if you wish your contact information to be on this list.

Our "Information Package regarding Memorial Services" is still being used when needed by our church members. We provide liaison support with the church for bereaved families by phoning the bereaved family member, meeting the caterer and attending the service and receptions.

Three of our Pastoral Care Team, Rev. Sharon Copeman, Sydney MacKenna and Joyce Kruger are still involved with the "Seniors' Working Group" (the SWG) of the Westside Churches planning committee. There were no special events scheduled this year by the SWG, however on February 4, 2018, the SWG is hosting "Are You Ready for Tomorrow's Decisions and Conversations about Advance Care Planning" to increase peoples' comfort in discussing ACP with family and health care providers. It will be held from 1 to 3 p.m. at Dunbar Ryerson United Church. A light lunch will be served at 12:15 p.m. Pre-registration is required: swg.vancouver@gmail.com or 604 731 6307.

We have a "Prayer Shawl Ministry". Seven people knit prayer shawls for those who may appreciate the comfort of wearing one. Several have been given away and more are made when needed.

On behalf of the Worship Team, we contact family and/or friends of members who have passed away during the preceding year. They are asked to light a candle in memory of their loved one at our annual "All Saints' Day Service". People find that service very meaningful.

We thank Rev. Liz Bowyer for her ministry with us during the past three years and wish her well on her retirement. We also thank Rev. Sharon Copeman for her able support as needed. We look forward to working with Rev. Richard Chung in the coming months.

- *Submitted by Joyce Kruger (Chairperson) and our Pastoral Care Team.*

STEWARDSHIP & SOCIAL JUSTICE TEAM

In 2017 the members of the Stewardship and Social Justice Team gathered for meetings in January, February, April, June, October and November.

A major focus of our work through the year has been our involvement with our joint west side churches' sponsorship of more of the AL Zaza Syrian refugee family who arrived in late September of 2016. Knox folk were directly involved with regular visits to give support in settling into Canadian life, practicing English conversation and sharing friendship. Our pot-luck dinner featuring Syrian and Canadian food, entertainment and fun was well attended. We were pleased to be able to locate and install a clothes dryer for our family, as well as a lawn mower. Thanks to all who have been so helpful in this project. Our family have now moved into subsidized housing and are becoming more independent. The planned Tibetan family refugee sponsorship did not come to fruition, for reasons beyond our control. Items being stored for potential refugee use were cleared from our storage space. We appreciate the assistance this use of our space provided in the sponsorship project.

The desperately unjust situation of Palestinians in Israel continues to be a major concern and focus of our work. We held a second Forum in June to continue learning about the illegal occupations and how they create impossible living conditions and illegal arrests of Palestinian children. Our program included video resources of the Let's Keep Talking campaign, along with resource people from Independent Jewish Voice - Vancouver. In December we once again shared in worship leadership using the resources of the UCC Unsettling Goods Campaign, and the International No Way to Treat a Child campaign.

S&SJ were asked by the Board to create a policy for Knox's response to requests for emergency assistance. To date we have been unable to develop such a policy, though we held an information and training workshop with Knox staff, volunteers and Team members, which was led by Heidi Morgan from First United Church Mission. The conversation was helpful in clarifying our situation and staff level of comfort. This policy still needs to be developed, though some progress in facility set-up was achieved. Practical assistance in form of goodies gathered by an individual and packed following worship was a tangible expression of caring.

In the fall, our Team's focus turned to the design of the 2018 Stewardship Campaign materials, working with Liz and others to develop the brochure that was distributed to the congregation and on the web. This was a mammoth task requiring technical savvy beyond imagining! Deep thanks to all who worked together to produce the materials! Special Thanks to Debra Danny for emergency services at unreasonable hours! Extra Special Thanks to everyone who responded with pledged support to the life and work of our Knox ministry.

Groups under our umbrella include:

Community Lunch - $425 per month for 10 months, totaling $4250 per year. This sum includes fees for two workers from First United at $60 each. Funding also comes from Vancouver Foundation at circa $2000 yearly.

Sandwich making - 9 times a year at $40 each.

Coffee Fellowship following worship is usually covered by members' donations.

During the year we approached potential new members and were pleased to add one person into our Team. S&SJ Team members are John Carr, Adrienne Burton, Maureen Kinney, Richard Dunsterville, Bill Herzer, Betsy Morrow and Sharon Copeman. We appreciate the assistance we receive from Dave Cass, particularly in our work regarding Israel / Palestine.

Respectfully submitted, Rev. Sharon Copeman

COIN AND CAN MINISTRY

The purpose of the "Coin and Can Ministry" is to assist First United by providing food and funds for on-site meals and to help stock their Food Bank. We all can participate in this ministry by putting either a coin (or larger denomination) in the "Coin and Can" can and/or non-perishable foods in the basket in the narthex. **The "Coin and Can Ministry is a small one but is an important one. In 2017, $50.15 and 569 cans of food were donated to First.** Thanks to Judy Langdon for taking the food to First United on a regular basis, as well as the food harvested from our Christmas tree. Thanks to the Herzer family for taking the food to First United from our Thanksgiving display of fresh fruit and vegetables. Everyone is welcome to help feed our friends at First.

PRAYER & SHARE

The fourth Friday morning of each month at 10:30 AM, there is an opportunity for seekers after Christian fellowship and community to gather to share conversation focused on our daily walk as followers of Jesus. The topic of conversation is determined by the group who gather. Sometimes we read from a book that has inspired one of us, and share our responses or thoughts about what is on the page, and how it relates to our lives. Sometimes our conversation grows out of events in our world, or challenges we are experiencing. Always, we spend time toward the end of our gathering in prayer together. We pray for our congregation, for concerns that have been shared, for those who are named on the Knox prayer list. We pray with thankful hearts, and simple words, and silence. Everyone who wishes to come is welcome. This is an open group, that has been important in my life of faith for many years. I'm grateful for its ministry.

- *Sharon Copeman*

DOWNTOWN EASTSIDE NEIGHBOURHOOD HOUSE

Over the last couple of years we have been exploring a relationship with the people of the Downtown East Side Neighbourhood House. The Neighbourhood House is just a block east from First United Church. This centre, a non-profit Society and federally registered charity, relies on grants and corporate and public donations of time and money to meet their expenses. Programming is focused on the whole family - with sessions for children, teens, parents and seniors. It serves a low income neighbourhood.

Knox individuals and families have generously given gifts of toys, games, CD's, Rip and Stitch quilts, bags and children's clothing, a ukulele, baking, furniture, a television, Christmas art craft reindeer and stocking stuffers, art aprons, art supplies, and a financial gift to help with a Christmas Neighbourhood House meal. Sometimes the gifts have been donated to the centre specifically for use in programmes, and sometimes the centre has distributed the items to families, as appropriate. Some at Knox have purchased the DTESNH fundraiser Christmas gift bags.

Downtown Eastside Neighbourhood House

We are pleased to be able to help with the work of the DTESNH and encourage you to look up their website to check out their history, programmes, food philosophy, etcetera, and their wish list to see how else you might support this valuable initiative. Above all they strive for dignity in whatever they do!

- *Colleen Coulter*

FIRST
FIRST UNITED CHURCH
COMMUNITY MINISTRY SOCIETY

SANDWICHES FOR FIRST UNITED CHURCH

The Sandwich Group continued to meet once a month through 2017. We gather on the fourth Thursday of the month at 9:30 in the lounge. After about an hour we have 100 sandwiches made for the hungry folk at First United. We are grateful to Gloria Bender who then drives the sandwiches down to First.

Two of my neighbours have joined our group this past year just because they wanted to help, and you too are welcome to join us. Please speak to me at church or call me. My home number is 604-448-8867.

- *Gratefully submitted by Sandra Trueman*

KNOX COMMUNITY LUNCH MINISTRY

Going STRONG for over a decade!

Knox Community Lunches are held on the second Wednesday of every month, except July and August. Our mandate is to provide a free, nutritious meal and offer a sense of community to those who attend.

It takes many willing workers to successfully orchestrate our lunches.

- Flyers advertising our lunch are distributed at other churches that offer free community lunches. Our sandwich board advertising the lunch is set up on 41st and Balaclava.
- Tables, complete with bright tablecloths, and chairs are set up in the gym. Flower arrangements are added to each table. The gym is transformed into a welcoming dining hall.
- Coffee/tea and goodies are prepared for guests who arrive early and are welcomed into the warm lounge. Piano music is played, and singing is encouraged.
- A meal consisting of a nutritious, hot entree, salad, bun and dessert is prepared and served to our guests. Juice, coffee and tea is offered.
- Knox folk are encouraged to join the tables to share the meal and enjoy conversations.
- An Advocate is often on site to help any of our guests re housing, completing forms etc.
- Clean-up is handled by two paid workers recommended by First United and Grace Memorial.
- Healing Touch is offered by qualified practitioners after the meal.
- Funding for this ministry comes from many sources. Donation envelopes are provided in the pews on Communion Sundays. There was a special appeal for funding at Christmas. A donation box is out on lunch days.

The Community Lunch crew is always looking for more happy volunteers. Please consider volunteering for this ministry. "Many hands make light work!" For more information please contact Mary Evans or Mary Bliss.

RIP 'N STITCH

Has had another successful year. The group participated in a craft fair at Collingwood Recreation Centre and also at "Fun Night" at Knox Church. Donations from our sales were made to:

- Knox general fund - $700
- First United Sock fund - $150

The following garment donations were given to:

- First United – 5 lap robes, 3 quilts
  - 3 blankets, A number of toques and mittens
- East Side Neighbourhood House:
  - 6 plastic children's aprons
  - 3 baby quilts
  - 1 boy's sweater and toque
  - 4 material bags
  - 1 single bed quilt

Our fellowship hall cupboards contain both adult and baby quilts, blankets, bibs and burper sets, Boy's pyjamas and girl's nighties, mittens and lined cosmetic bags. We welcome new members who might like to spend the whole day with us or part of Monday between 9.30am and 4pm. Please bring a lunch with you and we will serve tea.

- *Respectfully submitted, Lorraine McCarlie*

THE MEN'S BREAKFAST GROUP

The group continues to meet approximately every three weeks and alternates venues with Dunbar/Ryerson United Church men's group. The numbers of attendees averages 15 - 20, all who cheerfully meet Saturday mornings at 7:30 am, rain or shine. A full breakfast is available, sometimes spearheaded by a plentiful supply of porridge.

The group informally discusses a range of subjects, both church and secular. New members are welcome.

A men's Walking Group was started last year, meeting at 9 a.m. each Wednesday, usually using Pacific Spirit Park Trails, followed by coffee at the University Golf Club.
About 6 – 8 men participate whatever the weather! Encouraging email reminders come from Pat Burns. For more information contact Richard Dunsterville.

2018 Thrift Sale - April 27 – 28!

THRIFT SALE REPORT

The 2017 Thrift Sale was a HUGE success, not only as a major fundraising opportunity (over $9600 raised), but also as a chance for friends, family, and user groups to collaborate for a great cause. We continued our collaboration with our Brownies and Cubs (donations, baking, distributing flyers, and helping to empty the storage bin), and diverted a bin-full of items from our local landfills. As always, happy shoppers filled their shopping bags with affordable housewares, toys, home décor, baking, books, and so much more. Our Master Gardeners offered bedding plants and excellent advice, while our Boutique overflowed with beautiful antiques and vintage items. The kitchen and BBQ were both overflowing with delicious meals and snacks. Truly, an event to behold.

It takes many, many people to bring this big event together – we are so grateful to everyone who pitches in, through donations, and gifts of time and talent.

- Respectfully submitted, Susan McAlpine

HEALING TOUCH

Our group has been very busy this year. The list of people who sign up after Community Lunch shows that interest in achieving a peaceful, restful state is high on people's minds. "Word of mouth" has been our best advertisement as shown by the diversity of people who come and go as well as the regulars. At the Tuesday group there are typically less after holiday breaks but soon it gets busy as well.

We are fortunate to get assistance from other churches which covers our need with growing number of people being treated. As well the loyal group of fellow practitioners help make this ministry possible. With neighboring Churches holding Healing Pathway courses we have attracted a couple more practitioners who have made Knox their primary place of giving treatments.

Healing Touch uses hands-on techniques that work to restore wholeness of body, mind and spirit by promoting flow of the energy field that surrounds the body. With stresses in life we sometimes block this flow unintentionally. The process attempts to balance this flow which then balances the physical body. Restoring wholeness in this manner opens up and taps an inner reservoir of peace, insight and strength that is available to all. The effectiveness is not dependent on the recipient's conscious belief.

This ministry is under the Pastoral Care Committee and offers sessions to congregation and community on the 1st and 3rd Tuesdays of the month as well as to our friends after Community Lunch on the 2nd Wednesday of the month. We also make hospital and home visits.

We consider this ministry a privilege. Call Joanne Tench for more information. There are also brochures, on what this work is about in the rack in the Fellowship Lounge

COMMUNICATIONS & WELCOMING (HOSPITALITY) TEAM

Putting its "communications" moxy into practice, the Knox Welcoming and Communications Team tried a new meeting method this past year and conducted all our formal meetings via teleconference, looking at shared content on the computer screen. This made it easier to find convenient times to meet and helped the flow of our meetings as we could capture meeting notes and brainstorm results in real-time, with everyone's eyes on the same page. The Team met formally in April, May, June and November, and coordinated outside formal meetings via email.

Synthesizing our mandate and mission in an early meeting, we identified 10 potential goals for our Team to work on in 2017-2018, and from this list identified 5 areas that were priorities. In no particular order, the first was to build a group of greeters who are trained and ensure we have regular coverage. We wanted to focus on having greeters ready for when Knox hosted Summer Spirit and over the Advent and Christmas season. Thanks, in particular to the ownership and leadership that Sandra Adams took in coordinating greeters, we have had excellent coverage throughout the year and will look to keep this momentum going forward, with the greatly appreciated help of our volunteers throughout the congregation.

A second focus area was making the narthex and sanctuary space feel more welcoming, again with attention on the increase in visitor numbers expected around Summer Spirit and in December. In consultation with the Worship Committee, the Team assessed and implemented some "quick wins" in the Narthex, including the visual attractiveness, information availability, clarity on collections box and layout. This was a great first step and we hope as more ideas come forward we can integrate them.

Related, a third goal was figuring out a more effective way to follow up with newcomers and visitors. Our greeters and members of the congregation are increasingly engaging new faces after the service and in some cases people are joining us for coffee. However, we still have not found a reliable way to collect people's contact information so that Knox could reach out to them after service (for a number of reasons we might wish to do so). Many people sign the guestbook, but few leave an email address. Obviously, we respect people's privacy and some people simply do not want to be contacted. We will continue to try new things including the stay in contact cards.

Improving signage was a fourth area of focus. Signage is critical to communicating events and general messaging to our neighbours and the general public. We proposed to the Board and were granted their support to move forward with assembling a cross-team "go-team" of interested parties representing various Knox teams should be assembled to explore options for moving forward elements of the new building project as new signage would have an immediate impact. The scope will include development and implementation of a new signage strategy in 2017 that will support both the existing and new Knox UC land layouts, with a primary focus on the development of permanent external signage on Balaclava, with additional consideration to complementary signage near the existing parking lot for those entering the sanctuary from the east. The Team will also lay out a strategy and ownership for how messaging would be regularly updated, bearing in mind key audiences including Knox congregation members, special event attendees, and other personas in the communications strategy document. With the Board's support in hand the Team is clear to move forward on assembling the "go-team."

The fifth area of focus chosen was in the area of "names and faces" – helping newcomers and longer-term members alike with convenient reminders of people's names. Part of this is encouraging the increased wearing of name tags, which we have been approached to help support. The other part is a new initiative to post first names and faces on the new board in the lounge. While this is a nascent project kicked off just a few weeks ago, in straw poling the congregation beforehand, support was overwhelmingly positive, and we hope the initiative will gain momentum.

The Team's advertising campaigns were primarily focused on the prominent services around Easter, Advent and Christmas. This year, in addition to running ads online (with the help of Debra Danny) and in local community magazines, we placed signage beginning in late November inside the Fellowship hall and gym, in an effort to connect with and invite to our services the many groups who use the Knox facilities including the pre-school, the scouting groups, and the Little Kickers. As always, it is a challenge to measure the effectiveness of this type of advertising, which we will continue to endeavor to do.

The Team has appreciated the great support it has received this year from Debra, our many greeters, and the other teams who have worked with us on the above initiatives. With construction on a new building pending, we are excited at the stories we will have to tell our fellow pilgrims at Knox, in the neighbourhood, and beyond.

- *Respectfully submitted, Bruce Herzer, Chair.*

THE KNOX WEBSITE

The Knox website helps us share our faith digitally. In 2017, Knox United Vancouver dot Org grew to 37,108 pages, we hosted just over 9K sessions and welcomed 6, 027 unique visitors concentrated in the Vancouver area. For the 4th consecutive year the website improved in every category over the previous year. On average, gains were 5% across the board.

So who is it that comes through our cyber door? And what are they looking for? With all these big numbers you may think that the web is appealing to the masses when in reality web ministry builds on a demographic of ONE. The website is one place where one curious person can see what one church is all about and learn about faith through the authenticity of real people in one spiritual community.

As people continue to move more of their lives and interactions on line, our website is there to meet them through the intimacy of their own devices – anytime, anywhere. The Knox website addresses 3 themes: Spiritual, Personal and Relational interests of our visitors. We strive to be a source of spiritual education, reflection and study that is related to everyday living and practices and adds value to the lives of the web-visitor and the people they love.

Traditionally the Knox web has served those like the non-churched and the time stressed who may have a hard time fitting in a traditional Christian setting. More and more we are attracting a group in search of answers, activity and connection.

We have learned that people are not looking for churches – they are looking for ministry. Weekly attendance is no longer the gold standard for religious involvement. Many are influenced by the 'salt-like' impact of faith through community where they can explore affinities like social justice, interest in the environment, thrift sales, climate awareness and global concerns. The web bridges crossing religious group boundaries to para-church organizations and non profits like with First United, coldest night, sandwich making, community lunch, and rip n stitch. I am sure you can name other Knox ministries that contribute to social well being and our responses to them.

Our visitors want the opportunity for input; expect openness to diversity; content that is in touch with the current trends written in short sentences with images telling much of the story in an uplifting and positive manner; and resources that help them live their everyday lives.

We have learned about our web visitors through search analytics. Did you know the phrase "how to pray" is searched on Goggle an average of 18K times a month? Our cyber community is looking for prayer, hope, truth, music, living the way Jesus wants, grace, significance, and death. They respond to an emphasis on the love of God and caring.

Our growing web ministry is a living and every evolving part of Knox. It is indeed my privilege to serve as the webminder for http://www.knoxunitedvancouver.org

- *Respectfully submitted by: Debra Danny*

FACILITIES AND PROPERTY MAINTENANCE (F&PM) TEAM

This committee is responsible for the maintenance of the Knox property. The members are: Ed Williams, Richard Dunsterville, Don Bliss, Larry Tench, Wendy Trant, Berkeley Scott and Charles Hou. We have been successful in holding three meetings this year and this has helped us in identifying needed work and possible future work.

Completed Projects in 2017:

- The team organized the boiler room and added tool storage and storage for maintenance supplies.
- The existing security system was tested, and the smoke detectors were changed from disarmed when church was occupied, to armed at all times. We now understand it better. A detailed write-up report still needs to be written, so others will understand the various aspects of the system
- Spring Gumboot Party. The spring session was very successful with 14 volunteers. Much progress in the outside was accomplished. Unfortunately, we did not hold a Fall Gumboot Party primarily because no one stepped up to organize it.
- The majority of lighting in the Sanctuary, Choir room, balcony and Chapel were replaced in July with LED lights. This will reduce the cost of operating the lights, but more importantly, these lights will not need to be replaced as often and hence less maintenance. This was a full day project and 10 volunteers speeded the process. Thanks to all those that came out to help.
- The front lawn was flattened and many divots were replaced during Gumboot. Our next task was to take purchased mushroom manure, with compost from the Vancouver landfill and free sand(CL) to make a soil mixture. A small group of volunteers made a mixture of these three and lightly spread it on the damaged lawn divots and bald spots and then re-seeded with fescue and clover. In a separate time, Richard Dunsterville took it upon himself to remove many overgrown branches from the various trees and brushes on the property. The front pine and fir trees and the maple tree on the north border were worked on by an arborist company to remove dead and dangerous branches.
- The wiring for moving the alarm keypad to the chapel door from the Vestry door was installed, because with the construction there will be no access from the East side of the building.
- The condensate from the boiler was checked and the pH indicated that our treatment system works well. The boiler water was also checked for adequate chemicals and passed. Although the boiler is only 2 years old we decided to have an inspection in 2017 but had too many problems arranging for a company. We will arrange for a company to come in summer in 2018. A manual valve was installed in the side-stream filtration line that was forgotten during installation.
- The front and back steps and side rails were repainted.
- New router for the sanctuary for Wi-Fi and new Audio-Visual systems were investigated by Ed Williams and we will probably be installing both systems in 2018.
- To meet new regulations for our buildings we are investigating the need for lighted exit signs and panic hardware for the main entrances to the church. (these will allow these doors to be locked but still provide emergency exiting). Two lit exit signs were installed in the narthex. F&PM will follow-up on purchasing fin seals or other type weather-stripping to minimize air loss through the inner doors when outer doors are open.
- Emergency lighting has been installed in the three church stairwells.

2018 Projects for Consideration: carry-over from 2017

- A lawn irrigation system would improve the facility grass and gardens and would also require much less staff time. This should be coordinated with the new building plans for its new gardens.
- The church dimmer system is still half operative. Repair or replace?
- Overall review of the yard plantings to make the exterior gardens more appealing and appropriate for the church setting.
- The plastic window covering on the Chapel windows were removed to allow painting. The Chapel windows were renovated to allow new plastic (still to be purchased) to be installed but still allow the windows to be opened.

- The protective plastic on the east church windows were also removed to allow painting, but presently have not been re-installed. The middle window plastic could be re-installed since it is in good condition. The plastic over the other three large windows are all cloudy in appearance and will not be re-installed. The question is should we replace these cloudy panels with new, clear plastic? There as leaded glass repairs to be done also.
- The old main notice board on Balaclava St should be replaced and illuminated.
- The risers of the front steps need renovation.
- The chapel and the choir rooms are cold, and need added electrical heaters when electrical system capacity is increased.
- The Knox Church community would like to see a more inviting presentation of both the exterior and interior of both buildings. Changes or additions will need to be identified that will reach this objective.

I am especially thankful to some of the committee members who seem to always look for potential problems in the facility and the grounds. This makes our meetings much more productive. A special thank you must be extended to Paul O'Neil who is always committed to doing that extra effort for the benefit of the church and those whom he works with. Thank you, Paul!!

- *Submitted by Larry Tench, Chair*

A REPORT FROM YOUR MINISTRY & PERSONNEL TEAM

Your Ministry & Personnel Team continued to provide support for all members of our staff during 2017. We met with each employee to determine their needs and vision for the year to come, and always offered an open door for further discussion and follow up.

The year saw an important change as we were advised by Rev Liz Bowyer of her intent to retire as of November 30, 2017. Responding to this news we met with Liz to review her three years of ministry with the Knox family, and to listen to her recommendations for the future. Her comments and advice will be very valuable as we now begin the search for a new minister. We expressed our appreciation on behalf of Knox for her faithful time with us and assured her of our blessing and prayers as she began to plan for a new life ahead.

A farewell party for Reverend Liz was arranged and enjoyed by all at a luncheon following worship on Sunday November 26th. Speeches were made, skits and good humor enjoyed. With a marvelous “choral farewell” by the choir, and many expressions of gratitude we presented Liz with cards and gifts to remind her of her days at Knox and the friends she made along the way.

M&P assisted the Board as we set out to begin the search process and also find a temporary minister to be with us from January to July of 2018.

We have been very fortunate to welcome Rev (Dr.) Richard Chung to be with us as we complete the search activity. We look forward to his enthusiasm and inspiring ministry in the months ahead.

We continue to encourage our congregation to share your support, or suggestions, for the staff with the M&P team. In a time of many changes your input, support and ideas are very important and will help us plan for the future.

Please do not hesitate to contact us. ….we are always ready to listen and respond.

- Respectfully submitted, Alan MacKenna (Chair), Sandra Trueman, Adrienne Burton, Judy Langdon, Anne Earthy

43RD KNOX / 21ST ST. MARY'S CUB SCOUTS – ANNUAL REPORT 2017-1018

We are pleased to report that the combined 43rd Kerrisdale-Centennial (Knox) / 21st St. Mary's Wolf Cub Pack had a great start in September. As all membership registrations for Scouts Canada are now completed online, there was no need for a special 'Registration Night' as we had in previous years. Instead, we commenced our 2017-18 season with a hike in Pacific Spirit Park. As of last year, we are back to holding our meetings on Monday nights.

For this season, we have again a highly motivated leadership team with Christian Malcolm returning as Akela, and Allan Askew, Anna Wright, Tarek Ward and Tom Dong as Pack Scouters. Daniel Zeisler, who joined as a Scouter-in-Training last season was promoted to Pack Scouter and continues to assist the group. He has proven to be very helpful in all areas. We now have 20 Cub Scouts enrolled, which is the largest number in years. We also have a short wait list; interest in Scouting seems to be steadily increasing.

This year's program follows entirely the 'Canadian Path', which is based on youth-led initiatives, including outdoor activities and sports, such as camps, hikes or visits to a swimming pool. In our experience, our youth are capable of planning and organizing their Scouting activities, with Scouters taking more of an advisory role. Taking on responsibility for their program will increase our Scouts' self-confidence and help develop their leadership skills.

In September, we participated again in the Canadian Shoreline Clean-up and collected several buckets of garbage in the Kitsilano Beach area.

This season's Apple Day fundraiser in October was again a good success. Both Choices Market (Kerrisdale) and Save-on-Foods (Dunbar) had donated several cases of apples, for which we were grateful. Scouts of all Sections handed out apples to members of the community and asked for a donation. Although the weather was rather cool and rainy, our net proceeds amounted to about $1,100.00. The proceeds will be spent on program activities and Scouter training.

In November, we joined the 150th St. Stephen's and the 25th Dunbar groups for a winter camp at a cabin on Mt. Seymour. Scout Troops attended as well but slept in tents. Everything went smoothly, and we had great fun. We also spent a weekend at Camp Byng (Sunshine Coast) to participate in the North Shore Area Cuboree, to which we had been invited.

Our Pack attended the Remembrance Day Ceremony in the UBC War Memorial Gym. Cub Scout James Askew and Scouter Daniel Zeisler laid down a wreath on behalf of Scouts Canada, Pacific Spirit Area. In December, we organized a Christmas potluck dinner.

We supported Knox United Church and their thrift sale by distributing flyers in the neighborhood, by helping set up tables in the gym and sorting a large number of donated items. The Cubs helped out with great enthusiasm and were proud to be able to 'give back' to our sponsor. They also helped with some gardening and raked leaves.

Over the next few weeks we will build and race our Kub Kars. It is definitely a highlight and probably the top favorite among our Cubs as regards indoors activities. On February 26, we will celebrate our founder Lord Robert Baden-Powell's birthday, with a potluck dinner to be held at St. Mary's.

In the next few months, we'll include more outings, including a snowshoe hike in the local mountains if the weather permits. We want to do some rock climbing and learn more about disaster preparation and first aid. Furthermore, we are looking forward to our Area Camp at Camp Byng (May 11-13) and meeting again with hundreds of fellow Scouts from our Pacific Spirit Area. We had a wonderful experience at last year's camp and will definitely provide the opportunity for all our youth members to attend. We will also take part in an overnight camp at Science World.

We continue to be very happy with the facilities at Knox and always do our best to keep the lounge and the gym neat and tidy. Our Pack also loves to be actively involved in parish activities. Please do not hesitate to reach out if you think we could be of assistance.

In conclusion, we wish to again express our sincere gratitude for your sponsorship of our group's activities. Thank you for making it possible to provide an enriching program for our Scouting youth. We would not be able to do this without your generous support.

Yours in Scouting, *Stefan Zeisler, Group Commissioner,*
43rd Kerrisdale-Centennial (Knox) & 21st St. Mary's Scout Groups

VANCOUVER SOUTH PRESBYTERY

As your Vancouver South Presbytery (VSP) rep for the past two years it has been my privilege to attend Presbytery meetings, workshops, and covenanting services on behalf of Knox and to act on behalf of the congregation in matters associated with the ownership of the congregational *real estate property*.

In their governance role of pastoral oversight Vancouver South Presbytery provides expertise, support and a connection with the wider church. It was my pleasure to serve as liaison between VSP and Knox and personally very gratifying to work closely with the VSP executive on the final approval of the Knox land sale. The Knox presentation for use of the interest from investments from the land sale capital, capably lead by Susan, was a true highlight of the years work. Assurance of said funds provides Knox with the means to serve our community in new and vital ways. As the chair of our board stated " *VSP approval can't be understated. VSP has given (Knox) a rousing vote of confidence.*"

Other Presbyter work during the year focused on the future of the national church and the changes proposed by General Council through the remits. In addition to approving changes to the traditional operating practices of the denomination, presbyteries and pastoral charges voted in favour of a streamlined three-council model and a new financial arrangement among pastoral charges, communities of faith, regions and the General Council.

Plans are being made for the implementation of the endorsed structural changes across the church. The remit voting processes are not final under UCC polity until the third decision-making step is taken which will be at the 43rd General Council in July 2018. An element of uncertainty remains and yet much of the energy in all the courts of the church is occupied with planning and preparing for change. We are asked to "*discover the power of prayer, action and community*."

No one said it would be easy and change in the church is seldom smooth - The Boundaries Commission Interim Report proposed 17 regional councils to replace Conferences and presbyteries. President of BC Conference, Cari Copeman-Haynes summarized reactions "*The unified negative response to the proposal was based on its disruption of established relationships, its disregard of geographical divisions (such as mountains), and the complications that would arise for access to resources (both financial and people) if we are divided*." VSP immediately called an extraordinary meeting and has advised the Boundaries Commission of our desire to have BC remain as one region rather than splitting it into two. There is still much work to be done. The next report from the Boundary Commission is March 15, 2018. So stay tuned. If you have any questions or concerns in the meantime, I would be happy to discuss them with you individually.

The United Church is Canada's largest Protestant denomination, with over 2 million Canadians in 2834 congregations across the country. To say there is a lot going on in our national church seems like an understatement. The **principles of going forward** will require connection, supporting & challenging one another; and holding everyone, at all levels, accountable around mission, finance and roles. The *remits* are designed to *achieve* more than financial savings. The *hope* is that more of our time, talent, and treasure *will* be devoted to mission and ministry and less toward bureaucracy, forms, and procedure. May it be so.

- *Respectfully submitted by Debra Danny*

SummerSpirit, Summer 2017

SUNDAY MORNING COFFEE / KITCHEN FUND REPORT

The kitchen is used by many groups, Community Lunch and Fellowship Hall catered events.

Each Sunday morning worship service is followed by coffee hour in the Fellowship Hall. It has been a mainstay of Knox for many years, when we welcome visitors who might become new members and share time with each other in so many meaningful ways. Many of our visitors are returning to their roots at Knox, and this fellowship hour brings meaning and welcoming to so many each year.

Each Sunday Morning, Set-up and Service are provided by several Teams:

> Men's Breakfast, Rip 'n Stitch, Hou Family, Prayer & Share (and the Bliss Family, twice a year on the fifth Sunday).

These teams appreciate the volunteer assistance they receive with dishwashing and clean-up.

Your generous donations made at Coffee Hour are used to cover the cost of Coffee, Tea, Sugar cubes, some Milk and the "on sale" Cookies we serve.

This fund also provides assistance for the products needed for kitchen sanitation and replacement of crockery, glassware and cutlery if needed. The Board augments funding as necessary.

No significant kitchen equipment, repairs, cutlery or crockery were needed in 2017. We did purchase twelve white banquet cloths, on sale, last fall.

Please continue your generous contributions on Sunday mornings, enabling us to continue to provide welcoming, fellowship, and support for the many Ministries held at Knox.

- *Mary and Sharon Bliss, Kitchen Fund Managers*

COUNTING TEAMS

Many thanks again to the dedicated people in the counting teams who conscientiously go about their duties week after week with no recognition. Every Sunday after church, there is a hard-working team of volunteers who tally up the collections and prepare the bank deposit. All information is reported to the church office so that donations can be properly credited.

A special thank you to our counters:

Don and Mary Bliss	Phil and Margaret King	Doug and Mary Graham
Sharon and Bob Copeman	Chris and Maryal Lay	Andy Jakoy and Adrienne Burton
Judy Echols	Michelle McMaster	Gloria Bender
Bill Herzer	David and Joan Cass	Mary Evans

And our spares: Richard Earthy, Peter Hamilton, Richard Dunsterville

KNOX FRIENDSHIP GROUP

Many of our members participate in the decorating of the church for Christmas as this is one of our traditional highlights of the season. We still enjoy doing the baking for the Tea Time meetings, too. We are grateful that many of our members donate their time and energy in their own personal way to Knox, and we support them and are thankful for their efforts for all of us. We wish all of the members of Knox a happy and healthy year in 2018, and we are thankful for the fellowship and caring that our congregation shares both within the church and in the outreach that is done from Knox. We are still enjoying getting together during the year, though we don't meet as often as in the past. We do treasure our continuing friendships, and look forward to hearing what is happening with all our members and their families. Our annual Christmas party is always well attended, and enjoyed by our members and their spouses. It's been a good year, and we all look forward to the growth and changes that will be happening at Knox in 2018.

KNOX TRUSTEES

The Knox Board of Trustees continues to take its role – "holding all of the property of the congregation for the use and benefit of the congregation as part of the United Church" - very seriously. On your behalf, the Trustees:

- Met regularly in a series of effective and productive meetings
- Worked throughout the year with the Board and our Lawyer, Rodney Yates, around financial decision making related to deferral requests and payments from Hon Towers, final agreements and finally receipt of the proceeds of the Land Sale.
- Worked closely with the Board in seeking approval from Vancouver South Presbytery for use of the income from the proceeds of the sale of the Knox Property. VSP "expects Knox will see the funds from the sale of the land are invested and managed well". VSP requested "Knox to submit a draft budget each year prior to the Annual Congregational Meeting" for approval by the VSP Executive Committee.
- Activated our Investment Committee, under Chair Chris Lay, to invest the proceeds of the Land Sale. The funds will be managed by Leith Wheeler Investment Counsel Ltd.
- Are working with the Finance Team to create ongoing Cash Flow Analyses to ensure appropriate funds are made available for Knox's operating expenses.
- Digitized all Trustees documents.

Many thanks to Joanne Melville as she leaves the Board of Trustees after many years of faithful service. Thank you, Joanne.

- Submitted by: Richard Earthy, as Chair, on behalf of the Knox Board of Trustees

KNOX TRUSTEES STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
FOR THE 12 MONTHS ENDING DECEMBER 31, 2017

SCHEDULE 1

The trustees hold title to the Church property with BC Assessment values as follows :

	01-Jul-15	01-Jul-16
Land	$ 11,910,000	$ 17,752,000
Buildings	$ 435,000	$ 470,000
	$ 12,345,000	$ 18,222,000

	Total	Capital Proceeds Fund	Development Interest / Penalty Payments	Special Trusts Funds	Activity 12 Months Building Fund ***	Activity 12 Months Operating Account ***
Opening Cash and GIC's December 31, 2016	$335,331	$41,908	$273,136	$20,287		
Interest Received from Developer	$100,000		$100,000			
Capital Received from Developer June, 2017	$400,000	$400,000				
Capital Received from Developer December, 2017	$3,912,101	$3,912,101				
GST to Claim re Legal Expenses	$1,219		$1,219			
Operations Transfer re Accounting Review	$5,250			$5,250		
Interest on GIC's 12 Months December 31, 2017	$5,409		$5,238	$171		
	$4,759,310	$4,354,009	$379,593	$25,708		
Transfer Funds Knox Building Fund	$0		$0		$0	
Transfer Funds Knox Operations June 2017	-$40,000		-$40,000			$40,000
Transfer Funds Knox Operations September 2017	-$40,000		-$40,000			$40,000
Transfer Funds Knox Operations December 2017 *	-$20,000		-$20,000			$20,000
Legal Fees	-$5,000		-$5,000			
Bank Charges	-$81		-$81			
Organ Servicing	-$319			-$319		
Graves Fund - Education	-$175			-$175		
	-$105,575	$0	-$105,081	-$494	$0	$100,000
Closing Cash and GIC's December 31, 2017	**$4,653,735**	**$4,354,009**	**$274,512**	**$25,214**	$0	$100,000

*** The Trustees intend to make an additional transfer of funds in early 2018 to fully fund the Knox operating deficit**

*** Monies not administered by the Trustees

Represented By :		
Cash December 31, 2017	**$11,576**	
Investments CIBC Mellon Trust	**$4,000,000**	
Invested in GIC's September 30, 2017	**$639,052**	**See Schedule 3**
GST to Claim re Legal Exenses	**$1,219**	
Accrued Interest re GIC's	**$1,888**	
	$4,653,735	

	DETAIL OF SPECIAL TRUSTS
$12,117	Organ – congregational funds
$2,649	F Coulter Fund – music
$2,231	Pollock Trust – memorial bench
$1,856	Graves – ministerial / education
$839	McQueen – memorial garden
$272	Schafer – permanent Items
$5,250	Accounting Review
$25,214	**Detail Per Schedule 5**

FINANCE TEAM REPORT

The Finance Team experienced a major transition in the past year. Three longstanding members of the Team stepped down at the same time, Alan MacKenna, Chair, Phil King and Bill Goodsir. We, at Knox, are grateful to all of them for guiding us through many challenging financial years. Thank you all. The remaining Team members, Chris Lay, Doug Graham and Bruce Herzer were joined by Larry Tench and Margaret Pendray.

We were surprised and delighted at Knox when Larry Tench volunteered to be the Knox Treasurer after so many years without one. Larry has had a very busy year learning the intricacies of the Knox's finances. He has handled this admirably and worked very hard. By the end of the year Knox can feel comfortable that Larry has a good handle on the Operating Budget, the financial policies and processes, the United Church Financial Manual and is becoming familiar with the Board of Trustees and Building Committee accounts. Well done Larry.

We also want to acknowledge the collaborative and hard work of our Church Secretary, Josie Barley, and our Accountant, Robyn Brasell. Robyn looks after all the finances at Knox. This has been a very positive step at Knox. Robyn and Josie have worked well together and with Larry to look after our finances. Thank you, ladies, for all you have done.

With a significant change of staff, it became important early to identify individual roles and responsibilities and to review the Finance Team's Terms of Reference. In addition to ensure that everyone is on the same page, financial policies and processes were reviewed or developed and documented. These have been incorporated into a new Knox *Finance Manual,* with input from those involved, as well as approval, where appropriate, by the Board and Finance Team.

One of the goals the Board set for the Finance Team in 2017 was to organize and manage an external financial review of all of Knox's financial activities for the year. Financial reviews have not been undertaken for many years.

In 2017, there were many reasons to consider a financial review including:

- An Interim Ministry which lasted for 3 years (2011 – 2014)
- A new Governance Organization introduced in 2015 with restructuring of the budget in 2016 to support the new Governance model
- The expectation that construction on the new Fellowship Centre will commence in 2018. As a result, Knox received the capital funding long anticipated, which we hope will provide sustainable funding for new and expanded programmes
- A new Minister in 2014
- A search for a new Minister in 2018

Following internal and external consultation (Including BC Conference and UCC), the consistent recommendation was that Knox should undergo an external financial review in 2017. In addition, Knox was reminded that an external financial review should occur whenever there is a change of Minister.

Subsequently a recommendation was made by the Finance Team to the Board that Knox should undertake a *Review Engagement* as this type of financial review would achieve Knox's goals and be cost effective.

After requesting Proposals from four (4) Accounting Firms, the Firm selected to undertake a *Review Engagement* was Manning Elliott. Knox will have a *Final Report* for presentation at the ACM in March.

Bruce was the lead person, for the Finance Team, on the Stewardship Campaign this year providing knowledge in effective presentations and the Knox budget. Thank you, Bruce.

The Budgeting Process was further developed this year in collaboration with the Board, the goal being to provide the Teams with support and clearer expectations of their role in the budgeting process as well as to manage the timelines.

Larry and the Team were intimately involved in the development of the *2018 Draft Operating Budget*, which this year will be sent to the Vancouver South Presbytery Executive for their review and approval, prior to going to the Annual Congregational Meeting in March. This was a VSP requirement of the Board after the Board met with VSP in the summer.

The Team was also involved in a Creative Financing Meeting in February involving the Chair of the Board, Rev. Dr. Richard Chung, our Minister, and members of the Board of Trustees. This was a useful meeting in ensuring we were all on the same page and set some goals for 2018.

One priority for the coming year is the development of a 3 – 5 year Cash Flow to assist Knox as it looks at viable opportunities, as well as to find consistent and sustainable funding for the future.

Despite the Terms of Reference calling for a minimum of 4 Meetings per year, this year the Finance Team has held 7 meetings. As Chair, I wish to thank all Team members for their support, participation and sharing of the work load. Our goal is to help Knox be able to maximize its financial resources to serve our Knox and wider community as we are called to do.

- *Respectfully submitted, Margaret Pendray, on behalf of the Finance Team*

Knox United Church Operating Budget

to December 31, 2017

	Actual YTD Dec - 16	Actual YTD Dec - 17	Budget 12 Mths 2017
40000 · Pledges and Offerings			
41000 · Pledges	$ 85,655	90,762.48	90,000
41030 · Unpledged	$ 41,712	35,283.91	32,000
41040 · Open Offering	$ 2,393	1,980.55	2,500
41050 · Previous Years Pledge	$ -	1,024.00	1,000
Total Offerings	$ 129,760	129,050.94	125,500
45000 · Use of Facilities	$ 35,467	35,441.87	30,000
45500 · Special Events			
45505 · Thrift Sale	$ 8,424	9,607.45	5,000
45507 · Emmett Cahill Concert	$ -	2,913.96	0
45590 · Rip & Stitch	$ 500	700.00	500
45600 · Opera Preview	$ 836	-	0
46050 · Interest	$ -	6.41	100
46100 · GST Rebate	$ 1,301	757.67	1,300
Total Other Income	$ 46,527	49,427.36	36,900
Total Operating Revenue	$ 176,287	$ 178,478.30	$ 162,400
Operating Expenses			
60050 · Presbytery	$ 9,570	10,799.52	10,800
60100 · Personnel Compensation	$ 220,064	220,082.96	227,167
60150 · Personnel Education	$ -	687.00	0
60200 · Worship Music Families	$ 3,418	4,204.72	5,550
60250 · Exploring Faith	$ 18	(97.38)	200
60250 · Stewardship & Social Justice	$ -	-	100
60350 · Pastoral Care	$ (100)	382.50	500
60400 · Communications & Welcome	$ 2,406	3,445.44	3,200
60450 · Congregational Life	$ 319	1,594.48	3,000
60500 · Minister's Discretionary Fund	$ 83	366.95	500
61000 · Facilities & Property Maintenance	$ 43,035	48,659.85	45,000
61025 · M & P	$ -	80.66	200
61050 · Finance - Audit	$ -	5,125.00	2,000
61070 · Bank Charges	$ 594	514.85	200
61100 · Accounting Services	$ 3,698	-	0
61200 · Miscellaneous	$ 511	380.01	1,000
61220 · Offset GST	$ 1,301	757.67	1,300
Total Expenses	$ 284,918	$ 296,984.23	$ 300,717
Net (Operating Deficit) YTD	$ (108,631)	$ (118,505.93)	$ (138,317)
Funds Transferred by Trustees	$ 108,631	100,000.00	138,317

*** 2017 - The Trustees have transferred $100,000 and will transfer a further $18,505.93 to the Knox Church account in order to fund the entire operating deficit.**

Knox United Church
SPECIAL PURPOSE FUNDS
December 31, 2017

	2016 Balance	YTD Receipts	YTD Disbursed	2017 Balance
Special Purpose Funds				
2017 Observer	75.00	400.00	475.00	$ -
2018 Observer	0.00	225.00	0.00	$ 225.00
Community Lunch	3,354.53	2,643.65	3,845.73	$ 2,152.45
First United - Coin In A Can	0.00	43.00	43.00	$ -
First United - Thanksgiving	0.00	1,235.00	1,235.00	$ -
First United - Christmas Appeal	0.00	1,623.60	1,623.60	$ -
First United	100.00	0.00	100.00	$ -
Easter Appeal - UN Refugee Agency	0.00	3,425.90	3,425.90	$ -
Healing Touch	835.55	0.00	50.00	$ 785.55
Memorial Garden/Flower Fund	1,054.34	360.00	786.51	$ 627.83
Guest Musician Fund	0.00	500.00	0.00	$ 500.00
Prayer Shawl Ministry	217.08	123.97	149.85	$ 191.20
Pew Bibles	1,222.00	390.00	1,482.38	$ 129.62
Sandwich Fund	346.54	563.27	455.56	$ 454.25
Minister's Farewell Fund	0.00	2,890.84	2,890.84	$ -
2017 Pledges paid in 2016	9,075.00	0.00	9,075.00	$ -
2018 Pledges paid in 2017	0.00	10,306.25	0.00	$ 10,306.25
	16,280.04	24,730.48	25,638.37	15,372.15
Missions & Service	0.00	16,924.52	16,924.52	0.00
Missions & Service Individual	0.00	150.00	150.00	0.00
Missions & Service Summer Spirit	0.00	405.60	405.60	0.00
FUND BALANCES	$ 16,280.04	$ 42,210.60	$ 43,118.49	$ 15,372.15

TREASURER'S REPORT

This is the first Treasurer's report in many years at Knox. I have worked very closely with Margaret Pendray and Finance Team, Robyn Brasell (our accountant), and Josie Barley (our Church Secretary) to revamp the statements and the organization of the Knox's finances. This has been very helpful in preparing our year-end finances and the next year's budget. Also since our pledges, offerings, special appeals and events income, and rental income have not kept up with the expenses incurred with personnel, maintenance and other team service costs, it was important that we had a monthly projected budget to track our balance sheet. This tracking allowed a much more accurate method of determining if our operations needed an influx of money from our Trustees. Although the start of our new building has been protracted for many years, this provided Knox Trustees a chance to arrange payments from the Developer, to offset our not being able to invest the agreed upon property sales money. We have been consuming these payments for the past three years and if we had no other income, we would consume these payments sometime next year, but in the meantime, we have a system that provides us some security for 2018. Fortunately, we have now been paid in full for the property sale and the Trustees have invested it, this will provide us the other funds we need to help pay for the foreseeable future deficits. As part of our commitment to Presbytery we are embarking on a careful evaluation of our spending and income sources. Hopefully we can reduce our dependence of the investment income as we develop other sources of income.

I am pleased to report that in 2017, the Congregation fully supported the church by increasing pledges and offerings, and along with increased rental and other income, we were able to come about $20,000 under our projected deficit. The participants in the Stewardship Campaign and other appeals should be thanked for their efforts, as well as, all other teams for carefully conserving where possible and justified. Here is a table and some graphs to illustrate what our income and expenses have been in the past few years, as well as, tracking of the negotiated funds received from Hon Towers.

In the table and the first graph (see next page), I have included the last 5 years' actual numbers and 2018 Projected budget numbers (be aware that we normally have better actual results than budgets). Also, the extra costs in 2018 have primarily been due to the change in ministers and the search costs for a new one, and our efforts to begin implementing our three year plan. The land sales money has been invested and base on a full year's projection we expect to earn approximately $110,000 this along with $60,600 from the negotiated penalty funds we expect to cover the larger than normal deficit.

The second graph illustrates how the negotiated funds from the developer have been reducing from $488,000 in the past four years to a projected value of $210,000 by end of 2018. The significant slowing of the funds drop in 2018 is because we now will now have investment income.

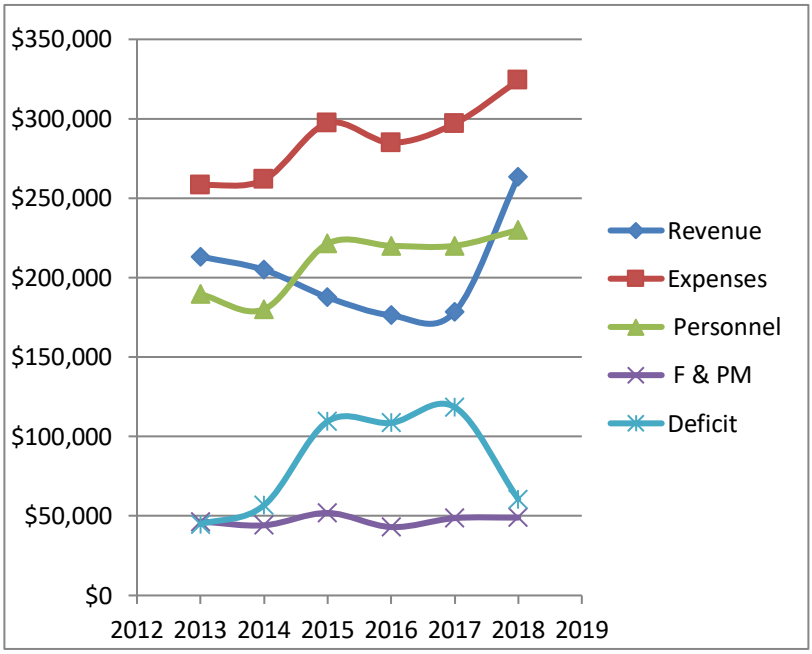
This report also accompanies the 2017 Year End Operating Statement and the 2017 Year End Special Purpose Fund Statement. Please note on the Draft Budget for 2018 that I have added comments to help you understand why there are significant changes in 2018.

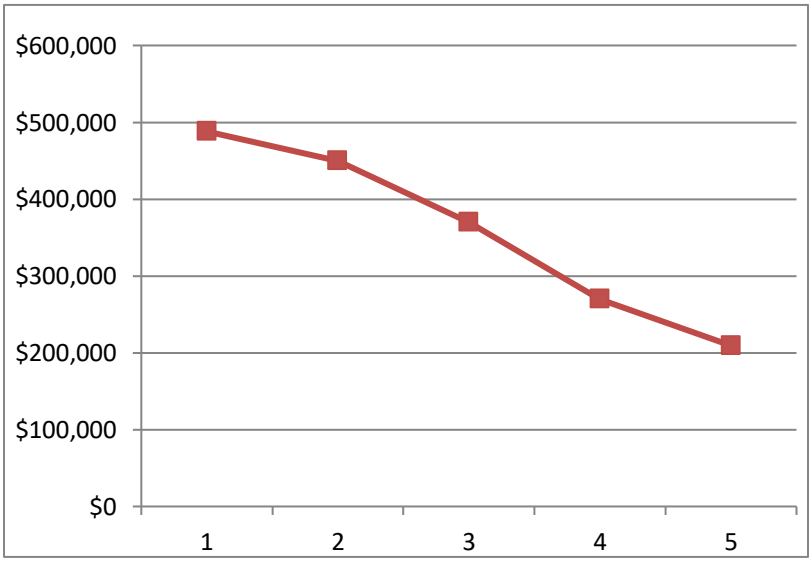
With enthusiasm and commitment by us, the congregation, good investments by the Trustees and VSP encouragement we will prevail.

- Submitted by Larry Tench, Treasurer

Leadership Retreat, Spring 2017

	2013	2014	2015	2016	2017	2018
Revenue	213,233	204,900	187,660	176,286	178,427	263,500
Expenses	258,086	261,686	297,180	284,917	296,984	324,100
Personnel	189,567	180,150	221,396	220,064	220,083	230,000
F & PM	46,543	44,159	51,918	43,035	48,660	49,000
Deficit	44,853	56,787	109,500	108,631	118,505	60,600





ENVELOPE REPORT

There are 45 contributors who pledge to the local church, 26 of these also give to Mission and Service. We have 49 contributors who do not pledge but give to the local church and/or Mission and Service. There are 14 people who have chosen to use the Pre-Authorized Remittance System (PAR).

BUILDING COMMITTEE

2017 was an eventful and hopeful year for the Building Committee and the advancement of our building project: After ten years of meetings and interaction with all concerned we have finally secured a Development Permit for our new Fellowship Hall. Hallelujah!!

The Permit is in our files, the land transfer to Hon Towers has been completed and the final payment for the land is in our bank account and on the way to a positive long-term investment.

During this final stage we have been in close contact with the Vancouver South Presbytery who:

1. have fully supported our plans and have confirmed this in writing to the Board.
2. have agreed that Knox will, via a special investment committee under the umbrella of the Knox Trustees, invest the capital realized from the sale of our property.
3. have agreed that Knox will have the use of some or all the income from the investment to finance our church operations and outreach ministries.

All this means that we can look forward to a more secure future and have increased flexibility to financially support our three-year plan and the new outreach ministries we anticipate.

The next stage of the project is:

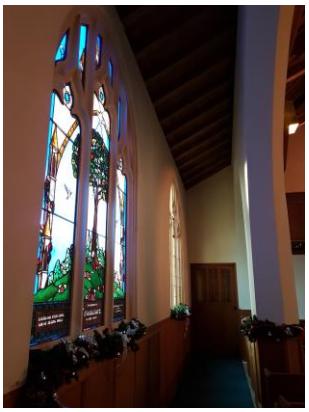
1. to work with the architects, and the developer to complete detailed drawings of our building with the objective of securing a Building Permit from City Hall. This is approximately a five to six-month activity.
2. to assist the Building Committee with this process we have contracted with John Scott to advise us and be the main contact with all involved parties. John joins us with an excellent background in the Architectural Community and a familiarity with our Knox Project. He will ensure that our new building will be completed within the terms of the contract and the specifications agreed.

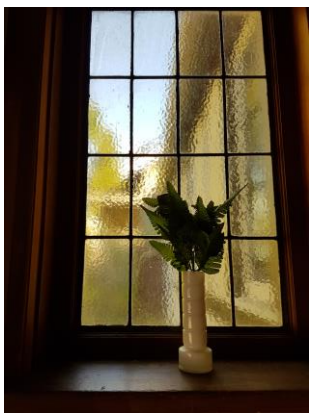
Bill Goodsir, who has been an incredible leader and Chair of the Building Committee, has advised us that he is stepping down as Chair but will remain on the Committee in an advisory capacity. John Scott will now act as our advisor while Alan MacKenna will assume the chair in the interim. We thank Bill for his wisdom and leadership which has meant so much to all of us.

Once the Building Permit is received we can finally anticipate an early start to construction activity on our parking lot. The Building Committee will issue monthly news updates to the congregation to ensure that we are all aware of our progress. We also hope to eventually have an information area where you can share visual aspects of our progress.

Your patience and support along the way has been much appreciated. Now we need you there to cheer us on towards completion!

Submitted respectfully, The Knox Building Committee: Alan MacKenna, Larry Tench, David Boyd, Richard Dunsterville, Ed Williams, Don Bliss, Bill Goodsir, Michelle McMaster.





Knox Building Fund
Budget vs. Actual
Position to Date - Report 2
January 2013 through December 2017

	Jan '13 - Dec '17	Budget	Available $ Under Budget
Total 40000 · Trustees Development Transfer	$224,458.47	$600,000.00	
Expense			
50000 · Project Consultants	8,135.37	0.00	8,135.37
51000 · Heritage Upgrade			
51020 · Plant Design	8,900.08	10,000.00	-1,099.92
51030 · Plant Mechanics & Electrics	124,024.14	150,000.00	-25,975.86
Total 51000 · Heritage Upgrade	141,059.59	160,000.00	-18,940.41
52000 · Project Expenses			
52000 · Kitchen Expenses	3,281.52	50,000.00	-46,718.48
53000 · Furnishings / Shelving	23,583.75	50,000.00	-26,416.25
54000 · Audio Visual	8,193.58	60,000.00	-51,806.42
55000 · Office Equipment	0.00	20,000.00	-20,000.00
	35,058.85	180,000.00	-144,941.15
56000 · Security System	0.00	25,000.00	-25,000.00
56050 · Legal & Professional Fees	11,328.43	40,000.00	-28,671.57
57000 · Administration			
57005 · Bank Service Charges	380.69	4,000.00	-3,619.31
57010 · Accounting Fees	538.38		
57070 · Office Supplies	82.55		
57080 · Website Development	5,154.25	6,000.00	-845.75
Total 50000 · Administration	6,155.87	10,000.00	-3,844.13
58000 · Upgrades to Developer Build	0.00	100,000.00	-100,000.00
59000 · Landscape Additions	0.00	10,000.00	-10,000.00
60000 · Contingency	0.00	75,000.00	-75,000.00
Total Expenditures to Date	$193,602.74	$600,000.00	-$406,397.26
Net Balance of Building Funds	$30,855.73		
Trustees Development Transfer TOTAL	$224,458.47		
Net Balance of Building Funds Represented by :			
Balance at Bank	$30,310.31		
To Be Refunded per 2017 GST Rebate	$545.42		
	$30,855.73		

Knox United Church Annual Congregational Meeting Minutes – DRAFT

Date: February 26, 2017 at 12:00 – 1:45 PM
Location: Knox United Church Fellowship Centre
Present: Susan McAlpine Chair, Michelle McMaster Secretary
Congregation Members & Adherents as per sign-in sheets attached.

Item #	Opening & Preparation
1.	Call to Order & Opening Prayer
2.	Review of Respectful Communication Guidelines
3.	Quorum confirmed: more than 20 congregation Members.
4.	**MOTION: Adrienne Burton moved, Sandra Truman seconded that voting privileges be extended to Adherents. Carried.**
5.	**MOTION: Richard Earthy moved and Mary Graham seconded that the 2015 Annual Congregational Meeting Minutes dated February 21, 2016, be approved, as printed in the 2016 ACM Report. Carried.**
6.	Recognitions: • In thanks for their hard work, gifts of flowering bulb planters were given to paid personnel: Rev. Liz Bowyer, Josie Barley, Don Bliss, Robyn Brassell, Colleen Coulter, Debra Danny, Madelene Klassen, Anne MacKenna, Paul O'Neil, and Ed Williams. • Recognition was also given to the Stewardship and Social Justice Team for their many activities this past year. Particular thanks were given to Sharon Copeman for her leadership with this team, and for her involvement in many ways at Knox.
7	Reports:
a.	***Minister's Report*** - Rev. Liz Bowyer A less visible but important effort for Liz has been to become known to our neighbourhood community - to get out of the building and say 'we're here!'. She challenges us in the coming year to look around at all the resourceful people we have here in the congregation, and see if you can make sure the light shines in everyone's eyes as it does in yours.
b.	***Board of Trustees Report*** - Richard Earthy, Doug Graham • Correction to note: Joanne Melville will be staying on for another year. Thanks Joanne. • One of the main purposes of Trustees is to safeguard the assets of Knox. The Trustees have an investment committee prepared to receive and manage the funds when the land transfer occurs. • Knox has had an income from the Hon Towers (developer) in lieu of interest due to delays in the process of development, called Interest received from developer 'Schedule 1', and elsewhere, developer's contract extension funds. • Development Fund – spending by Building committee & funds available for outreach.
c.	***Building Committee Report*** – Bill Goodsir • Bill Goodsir outlined the status of the project to date. The City has circulated the Development Permit application to all their departments, including Legal where it is now. • A series of legal agreements between Knox and City and Hon Towers are being prepared, including the following: Knox will be legally responsible to have a preschool on the premises into the future; there will be a right-of-way across the property from Balaclava for neighbours to get to Kerrisdale school yard; Heritage Agreement for the sanctuary building; the City requires an agreement for our use of Fellowship Center

	during construction which will be spanning two properties (unprecedented); an agreement for the support of seniors is required between the City and the developer, which because specifics are not yet determined, require the developer to leave $1.7 million in escrow; Hon Towers and Knox have an agreement for in-lieu-of-interest payments to be $700 per diem, instead of $20,000 per month, while this is all finalized. • When these agreements are all finalized, it goes to City Council for approval. • Bill has no guesses as to when we will have the land sale. • Design of building - the Building Committee hired Area 3 Design Group for the multi-function room in new building, which the congregation will be shown in the near future. Questions – • Margaret King - Seniors portion of the residential building is changing. Do we have say? No. Proposed is a permanent office in residence to assist with the elderly in some as yet undefined way. Bill Goodsir doesn't think the developer will restrict who buys a unit. We have an opportunity to respond to what we perceive isn't happening with new residence.
d.	***Welcoming & Communications Report*** – Margaret Pendray & Bruce Herzer • Welcoming & Communications Team Terms of Reference has been revised. Board approves it and recommends it to the congregation. • Communications Strategy – This significant work has been prepared to answer some of our fundamental questions about who we are trying to reach, and what we want to do. It asks the following questions: What are our goals?; Who are the people we are trying to communicate with?; What are we going to say?; and, How are we going to reach them? It has identified 9 personas to respond to these questions. 4 or 5 are of high or medium priority. These lay the groundwork for present and future planning. Thanks to the team for this important work. • Karen Hollis' report pointed out our need to do more about welcoming, which is the motive for revising the Terms of Reference. The team is looking for new members – doers and thinkers. Meetings are to be 4 x per year. • As a congregation we need to continue to improve our communications with each other. The Team has suggested a 'Minute for Teams' in a rotating process to keep congregation aware of what each team is doing. This will start after Lent.
e.	***Nominations Team Report*** – Berkley Scott i. Presentation of the slate of Nominees – Correction: add Margaret Pendray into list for Welcoming & Communications team. Please note that some teams have, for lack of a better term, associate members – people who like to help but don't want to sit on committee. Anyone is welcome to approach a team with this sort of wish for involvement. ii. New teams members: Larry Tench on Board and Finance, Marnie Thomson on Worship, Charles Hou on Facilities, Margaret Pendray on Finance. iii. Members leaving teams: Alan MacKenna Finance, Margaret Pendray Board, Joanne Tench Board (will remain on Policies subcommittee). Thanks for serving so well on these teams. iv. Nominations from the floor. None. **MOTION: Sandra Trueman moves and Marg King seconds that the congregation approve the 2017 Nomination slate, as presented.** Discussion. **Carried.** v. Thank you's and welcomes to Sandra Trueman and Frances Herzer, and Richard Earthy to the Nominations team. In a spirit of enthusiasm, Berkley Scott announced that since there was no one filling the positions when he started as Nominations Chair, he will take credit for now having a Presbytery Representative and a Treasurer. The congregation agrees, in the same spirit.
f.	***Finance Team Report*** - Alan MacKenna

The process of developing the budget is based on Stewardship campaign which is planned by Finance and Stewardship &Social Justice teams. Using the results from the campaign, Finance then prepares a budget proposal for the Board. Board reviews / approves a final budget proposal, and then brings it to the congregation for discussion and approval at the ACM.

Presentation of the 2017 budget –

i. Income – pledges/offerings; rentals, & special events (thrift sale primarily).

ii. Deficit - $139,050. Where does this get covered from? From developer's contract extension funds.

iii. The congregation should be aware that once we have the land sale, the bulk of our annual interest income from those funds will pay for the deficit. All surplus funds will be used for new and current ministries. To maximize these surplus funds it si essential that we as a congregation maintain our level of pledged and unpledged contributions through future Stewardship campaigns.

Questions:

- John Carr – how many people are paid here? Eight people on staff: the minister is full time, 3 are part time employees (secretary, choir director, maintenance), and 4 are part time contract (church officer, web master, children's coordinator, organist). **-** Why is a person's earnings confidential rather than posted to the congregation? That is what seems appropriate to us.
- Susan McAlpine - Deficit is in line with past several years'.

iv. Approval of the 2017 budget -

MOTION: Phil King moves and Ed Williams seconds that the congregation approve proposed budget. Carried.

g. ***Knox Board Report*** – Susan McAlpine

i. Motion to accept the 2016 Annual Report -

MOTION: John Carr moves and Sandra Trueman seconds the congregation accept the 2016 Annual Report as amended above. Carried.

ii. A few 2016 highlights –

- There is now a web donation button on our website, on the homepage. It could be used for payments for other things as well, in future.
- Prayer Shawl ministry launched; established a relationship with Downtown Eastside neighbourhood house; Gratitude study;…

iii. Knox's 3-Year Plan – summary

- 2017 – Thriving Today - what we are able to offer right now?

  Knox, Neighbours, Next theme:

  - Knox - Where can we grow? Deepening our trust in God, and in each other. Using forums, workshops, sermons, lectures, coffee & conversation
  - Neighbours – an idea to develop - weekday drop in program – for seniors and/or others. In what other events can we participate in the community? Canada's 150th BBQ. Another idea - open sanctuary once a week.
  - Next – why aren't we doing something? We've identified many groups but haven't focussed on one or two. This year we will try to answer this question. We want to get to a specific group or specialty as a congregation.
- Want each of Teams to develop goals to answer: What specific of our activities works well? Doesn't work well? Find energy?
- Board goals for 2017 – continue to build a firm foundation for future; increase communication on all levels at Knox; possibly group covenants; prepare for construction; Board will always be looking forward to anticipate what's coming next.
- 2018 – work on our ministries and move into new building.

	• 2019 – growing into the future – launching new ministries & refining older ones. iv. Leadership retreat meeting - April 8th - for Team chairs and Board, and other enthusiasts. 3 to 4 hours. Questions: • Sharon Copeman – please send the outline of goal prep to team chairs. • Helena – Summer stream ? – likely to do this again this summer.
	Other Business:
9.	Election of a Congregational Meeting Chair and Secretary for 2017 **MOTION: Richard Earthy moves and Doug Graham seconds that for any congregational meetings we may need during the coming year Susan McAlpine will be chair, and Michelle McMaster will be secretary. Carried.**
10.	Activity: Your Magic Wand!
11.	Closing Prayer & Adjournment – Thanks to the Board, and to Susan McAlpine for a well prepared and run meeting. Rev. Liz Bowyer leads in prayer, saying We belong to God, we belong to each other. And the world does need us. **Bob Copeman moves to close the meeting at 1:45pm.**

SummerSpirit Worship, 2017