



*Resilience*  
New Beginnings

*St. Luke's*  
*United Church*  
*2016 Annual Report*



**ST. LUKE'S UNITED CHURCH**

UNITED CHURCH OF CANADA

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# **MILESTONES**

## *Baptisms*

*Branson Eli Roos  
Phillip Layton Bentley  
Evan Charles Conrad  
Oliver Samuel Houghton  
Barrett Michael Kelly*

## *Marriages*

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## *Deaths*

*Edna May Killam  
Stephen Dorey*

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## *The Minister's Letter / Report*

It has been a great year. My goal for 2016 was to keep us all gently moving forward, nothing too exciting, but forward moving. For the most part, that goal has been accomplished. Things did get a little exciting with an Easter Hunt that was extremely successful, a great VBS that inspired a children's book, the GO Project, 7 youth attending Maritime Conference, and some creative worship ideas.

In 2017, I look forward to establishing a long-range planning team, conducting a Lenten book study, more VBS activities, and continuing to build meaningful relationships with people. I will be finishing my time on the Annual Meeting and Planning Committee for Conference and the Maritime Conference Executive as well chairing the nominations committee for Halifax Presbytery. I will continue with my ministerial responsibilities as the Coordinator for the Sexual Abuse Policy for the Maritime Conference, along with sitting on the Ministry, Personnel and Education Committee for Conference and sitting on the Sherbrooke Lake Camp Council. Listed below are my professional goals for 2017. Many have already started to take shape and will continue to evolve.

- Exploring what it means to “belong” to a congregation
- Team building with Council and with the Congregation to get to know each other better
- Duty of Care with job descriptions and terms to help facilitate the work of St. Luke's
- Establishing a Future Directions or Long Range Planning Team and working through “Fishing Tips” by John Pentland with Future Directions/Long Range Planning Team
- Regular ministry meetings
- A Congregational Survey to understand St. Luke's better
- A Community Survey and demographics study to understand the needs of the St. Margaret's Bay Area and how St. Luke's can help meet those needs.
- A Social Media Strategy to better reach the larger community.
- Published and easily accessible Council Minutes
- Narrative budget and stewardship campaign to understand how money is used at St. Luke's
- Education about what financial sustainability means to a congregation and how that happens.

With Gratitude and Respect,

Annika Sangster

## *The Chair of Council*

St. Luke's Congregation realized a number of positive accomplishments in 2016, leading our Church family forward into a new phase of renewal. This was all possible due the special gift of volunteers that exist at St. Luke's who gave their time, talents and monies.

The JNAC and JSC completed their work which resulted in Annika Sangster, Diaconal Minister, answering the call to St. Luke's United Church full time minister's position as of 1 Oct 2016. If you have questions about the difference between an Ordained Minister and a Diaconal Minister, please see the report, "Ordained Versus Diaconal Ministers", provided in this Annual Report. Our congregation is now moving forward to rebuild our congregation's numbers and ministries so that the church can strengthen its connection with our church family and the community. A special thanks goes to Jane Earle and Heather Star-Williams for leading the "Healing and Restoration Group" which gave our members the opportunity to heal from past pastoral troubles and move forward. There is a growing demand on our Faith Development, Pastoral Care, Outreach, Fellowship and FRC Ministries. To move forward effectively, all our positions on Council must be filled.

St. Luke's finances will be a challenge in 2017 since we ended 2016 with a small deficit. Since the spring, our congregation came together and reduced the projected deficit of \$13,000.00 to about \$3,000. Again, this shows the amazing commitment of our church family to St Luke's United. St. Luke's fundraisers have been a great asset to bridge the gap between the congregation's givings and church expenses. It is our long term plan to change this approach and use the monies raised through fundraisers for special projects such as installing a new church sign or paving the parking lot.

Council will be addressing in 2017 the National Church's Remits. These are phases of the management reorganization planned for the United Church of Canada. These Remits will have to be discussed among council and the congregation.

St. Luke's has an open road to grow again and strengthened its' position within the community. We invite new ideas and new members to join our Church ministries and be part of the future growth at St. Luke's.

Respectfully Submitted,

Roger Cooke  
Chair of Council

## Ordained Minister Versus Diaconal Minister

On October 1<sup>st</sup>, 2016 Annika Sangster, Diaconal Minister, answered the call to St. Luke's United Church as the full time minister. Many of our members did not know what the difference was between an Ordained Minister and a Diaconal Minister. Although the question was asked several times, it was not clear everyone understood the difference between the two streams of ministries. The following comparison is provided to help clarify the difference.

First let's clarify the different types or Orders of Ministry. The clergy of the United Church of Canada are called "ministers". There are two "streams", **ordered ministry** and **lay ministry**. Ordered ministry includes **ordained** ministers and **diaconal** ministers. Lay ministry refers to **designated lay ministers** (DLM) and **congregational designated ministers** (CDM). I am going to concentrate on just the two streams of ordered ministry.

In short the Diaconal Ministry is a ministry of **Word and Service** as opposed to the Ordained Ministry of **Word and Sacrament**. Diaconal ministers serve at the intersection of the church and the world and seek to make the church become aware of the needs of the world in which we live.

**Diaconal Ministers:** Diaconal ministers serve in all aspects of ministry and are formally called to education, service, social justice, and pastoral care. Diaconal Ministry was approved at the 29th General Council in 1980. This stream of ministry focuses on education and enabling the congregation to work together toward a vision of justice and wholeness in the world. This ministry, rooted in the tradition and history of diakonia, encourages a growing faith, speaks truth to power, seeks mutual empowerment, proclaims prophetic hope, nurtures life-giving community, fosters peaceful, right relationship within the church and the whole of creation.

Generally, a diaconal minister is part of a ministry team at a pastoral charge, where the ordained minister leads worship and the diaconal minister concentrates on education. However, due to a shortage of clergy in Canada, there are pastoral charges where a diaconal minister is the only minister.

Diaconal ministers serve in various capacities, such as in congregational ministry, in community development, as chaplains, in inner-city ministry, as overseas personnel, at lay education centres and theological schools, or in staff positions at presbytery, Conference, or General Council. Sometimes these ministries include worship and the sacraments.

**Ordained Ministers:** Ordained ministers serve in all aspects of ministry and are formally called to word, sacrament, and pastoral care. This involves presiding in worship and sacrament, nurturing and strengthening the beloved community of God, making the wisdom of the ages relevant for today, and being representatives of Christ in the world in seeking justice and wholeness for all.

### **Education Requirements:**

**Diaconal Ministry Requirements:** Once a person, who is interested in ministry, has completed the discernment process at the congregational, presbytery and conference levels, there are many learning

outcomes to be met. Although there is no undergraduate degree requirement to enter the training program, a person wishing to be commissioned as a diaconal minister candidate must earn a certificate through a five-year program with the [Winnipeg](#)-based Centre for Christian Studies that includes semi-annual 16-day "Learning Circles" and a field placement at an educational, pastoral or social justice site in the student's home community, along with the completion of a number of credits at other theological institutions. Most students are encouraged to do student supply throughout the course of their studies. The program often takes longer than five years to complete (but can be done in as little as four) as it is a rigorous program and many students choose to do Student Supply or work part time while studying.

**Ordained Ministry Requirements:** Once a person, who is interested in ministry, has completed the discernment process at the congregational, presbytery and conference levels, there are various educational requirements to be met. A person wishing to be an ordained minister must have a [bachelor's degree](#) before entering and earn a [Masters of Divinity](#) (MDiv) at a recognized theological schools. In addition, there is a ministry-based program that is completed while serving an appointment as student supply.

### **Minister's Title:**

Traditionally in the United Church, only ordained ministers took the honorific "**Reverend.**" In 2001, the general secretary extended the privilege to diaconal ministers, concluding that while they don't commonly use the title, there is nothing in United Church policy to prevent them from doing so. Both Ordained and Diaconal ministers can work in the similar positions provided Conference and Presbytery agree to the arrangement.

### **Conclusion:**

Each stream of ministry has its' own management approach resulting in setting a different tone. Diaconal Ministers tend to use a shared leadership style, which is the traditional approach for this ministry. Although both streams of ministries can focus on the same aspects of ministry, an ordained minister will focus on Christian values within their congregation while a diaconal minister would focus on the same Christian value and how to bridge the gap between the congregation and outside world. In actual fact a diaconal minister may be more beneficial to a church striving to be a Program Church.

Roger Cooke  
Chair of Council

**AGM - Congregational Meeting Minutes**  
**St. Luke's United Church**  
**February 7<sup>th</sup>, 2016**

Page 1 of 6

The Chair of Council, Charlie O'Handley, constituted the St. Luke's Annual General Meeting (AGM). An opening prayer followed the lighting of the Christ Candle by the Chair of Council. A quorum was present.

An attendance sheet was signed by Congregational members (62 members signed in), please see the two attached pages. Voter privileges were reviewed as only members of the congregation are allowed to vote on topics motioned.

The meeting began with Halifax Presbytery representations introduced, Kathy MacKay and Elaine Gray. The JNAC representative was Roger Cooke.

**Motion presented by Halifax Presbytery representative, Kathy MacKay**

"The St. Luke's JNAC Report having been approved by St Luke's Council, be approved by St Luke's congregation be received for a vacancy for 40 hours/week for a full time Minister."

Moved by Brian Pugh  
Seconded by Harley Grimmer  
Motion carried

**Motion presented by Halifax Presbytery representative, Kathy MacKay**

"St Luke's congregation/council recommends that Halifax Presbytery/Pastoral Relations Committee receives and approves the JNAC report."

Moved by Roger Cooke  
Seconded by Dave Staples  
Motion carried

**Motion presented by Halifax Presbytery representative, Kathy MacKay**

"St Luke's congregation/council recommends that Halifax Presbytery declares a vacancy for 1 full-time Ordained/Diaconal Ministry Personnel."

Moved by Roger Cooke  
Seconded by Naiomi Stewart  
Motion carried

Secretary's Initials: 

**AGM - Congregational Meeting Minutes**  
**St. Luke's United Church**  
**February 7<sup>th</sup>, 2016**

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**Motion presented by Halifax Presbytery representative, Kathy MacKay**

“St Luke’s congregation/council recommends Halifax Presbytery constitute a Joint Search Committee (JSC).”

Moved by Roger Cooke  
Seconded by Rollie Swim  
Motion carried

**Motion presented by Halifax Presbytery representative, Kathy MacKay**

“St. Luke’s congregation/council recommends Halifax Presbytery disband the Joint Needs Assessment Committee (JNAC) with thanks.”

Moved by Roger Cooke  
Seconded by Paul Dunlop  
Motion carried

**Motion presented by Halifax Presbytery representative, Kathy MacKay**

The following people are offering their services for the Joint Search Committee for call to ministry: Diane Murdock, Debbie MacIntyre, Jean O’Handley, David Staples and Cheryl O’Rourke.

“Motion for St. Luke’s Council to take responsibility for elections on the Search Committee with a two week timeline to add additional names to expand covering appropriate demographics.”

Moved by Brian Pugh  
Seconded by Jeff Parks  
Motion carried

Secretary’s Initials: 

**AGM - Congregational Meeting Minutes**  
**St. Luke's United Church**  
**February 7<sup>th</sup>, 2016**

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**Motion presented by Halifax Presbytery representative, Kathy MacKay**

“Motion to set a budget for the Search Committee of \$500.00.”

Moved by Harley Grimmer  
Seconded by Wendy Thompson  
Motion carried

The Presbytery portion of the meeting is completed. A word of great thanks is extended to Kathy and Elaine for their support.

**Motion presented by Chair of Council, Charlie O'Handley**

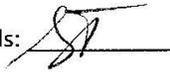
“Motion to accept minutes from the September 13<sup>th</sup>, 2015 congregational meeting. Copies included in AGM documents for review.”

Moved by Dave Staples  
Seconded by Brian Pugh  
Motion carried

**Motion presented by Chair of Council, Charlie O'Handley**

“Motion to adopt the 2016 budget proposal as presented.”

Moved by Brian Pugh  
Seconded by Jeff Parks  
Motion carried

Secretary's Initials: 

**Motion presented by Chair of Council, Charlie O'Handley**

Upon review of the 2015 AGM Minutes by the congregation, each ministry presented their reports as recorded.

“Motion to accept the 2015 ministry reports and annual report document.”

Moved by Dave Staples  
Seconded by Kris Stover  
Motion carried

**Motion presented by Chair of Council, Charlie O'Handley**

“Motion to accept the nominations for council facilitators for 2016 with the following facilitators”:

**Administration – Charlie O'Handley**  
**Communication – Scott Thompson**  
**Faith Development – M.J. Lang**  
**Fellowship – Lori Dwyer**  
**FRC – Vacant**  
**Outreach – Marilyn MacDonald**  
**Pastoral Care – Debbie MacIntyre**  
**Property – Brian Pugh, Jim MacDonald**  
**Stewardship – Jean O'Handley, Roger Cooke**  
**Worship – Wendy Thompson, Dave Staples**  
**Treasurer – Kris Stover**

Moved by Paul Dunlop  
Seconded by David Draper  
Motion carried

Secretary's Initials: 

**Motion presented by Chair of Council, Charlie O'Handley**

“Motion to accept the nominations for M&P committee for 2016 with the following people:”

**Marilyn MacDonald**

**Naiomi Stewart**

**David Draper**

Moved by Paul Dunlop

Seconded by Dave Staples

Motion carried

**Motion presented by Chair of Council, Charlie O'Handley**

“Motion to accept the nominations for Trustee's for 2016 with the following people:”

**David Robertson**

**Jim Sutherland**

**David Draper**

Moved by Brian Pugh

Seconded by Jeff Parks

Motion carried

**Motion presented by Chair of Council, Charlie O'Handley**

“Motion to accept the nominations for Presbytery Representatives for 2016 with the following people:”

**Charlie O'Handley**

Moved by Jeff Parks

Seconded by Wendy Thompson

Motion carried

Secretary's Initials: 

Motion presented by Chair of Council, Charlie O'Handley

"Motion to remove Betty Bailey from the Trustee list."

Moved by Harley Grimmer  
Seconded by Rene Staples  
Motion carried

A thanks was mentioned to the facilitators that stepped back from their roles as we move forward into 2016. Their efforts/time are truly appreciated.

The congregational meeting was closed with a motion to adjourn by Chair of Council, Charlie O'Handley expressing his appreciation for the past years work.

  
\_\_\_\_\_  
Scott Thompson, Secretary of Council

15 Jan 2017  
Date

  
\_\_\_\_\_  
Charlie O'Handley, Council Chair

17 Jan 2017  
Date

Secretary's Initials: 

Annual General Meeting

Feb.7/2016

St Lukes United Church

Record of Attendance

ROD SHAW  
Ruth Anne Sutherland  
Debbie MacIntyre  
Marta Shaw  
Ken Swain  
Deborah Mulligan  
Rose Dunlop  
Paul Dunlop  
Phillip Bentley  
Leann Bentley  
Jan Campbell  
Julie Trigley  
Marta Dargatzis  
Carol Fader  
Maureen Bush  
Chris Coolen  
Pak Swain  
Roland Swain  
David Dropper

Lillian Grant-Dropper  
Margaret Murray  
John Cleveland  
Ruth Brown (guest)  
Harvey MacLusland  
Diana Murdoch  
Edna Cooke  
Jim Forbes  
Leanne Palmer  
Wendy Thomas  
Dave Staples  
Bernie Staples  
Jennifer Dean-Lang  
Naomi Stewart  
FRANK WILSON  
HEATHERSON WILSON  
Margie G. Hill  
Gordon Hill  
M. Blaine Gray - Presbytery  
Kathy MacKay - Presbytery Rep

Annual General Meeting

Feb.7/2016

St Lukes United Church

Record of Attendance

<u>Harley Geminna</u>	<u>Jean O'Handley</u>
<u>Dave Geminna</u>	<u>Lynn Stover</u>
<u>Lauren Parks</u>	<u>Charles Handley</u>
<u>Amelia Parks</u>	<u>S J</u>
<u>Paul E. Murray</u>	
<u>Ralph Lingley</u>	
<u>Jeff Parks</u>	
<u>Susan Boutilier</u>	
<u>Nancy Boutilier</u>	
<u>Dawn Robinson</u>	
<u>Marilyn Coofse</u>	
<u>Dan O'Rourke</u>	
<u>Dennis O'Rourke</u>	
<u>Kevin O'Rourke</u>	
<u>Kim Stone</u>	
<u>Bill w/ Maureen</u>	
<u>Brian J Pugh</u>	
<u>Dan Robertson</u>	
<u>Mike McGraw</u>	

## Worship Report

Annika Sangster continued to provide leadership under her Presbytery appointment in 2016. Following the JNAC and Search, Annika was the successful applicant and is now the full-time minister for St. Luke's.

Worship is a community of faith activity. We are always looking for participation from the congregation in many roles, including:

- Worship Ministry members;
- greeters;
- scripture readers;
- storytellers;
- communion servers; and
- lay pulpit supply.

A heartfelt thank you to everyone who contributed their service to St. Luke's throughout 2016. Your help was much appreciated and did not go unnoticed. If you are willing to provide assistance during 2017, please let us know and we will gladly touch base with you as the need arises. **We welcome contributions from members, adherents, all genders and all generations!**

On behalf of the Worship Ministry, and the congregation of St. Luke's, the following individuals are specifically acknowledged in their role as lay pulpit supply or the "Tech Gang":

- Angela MacLean;
- Dana Pardy and Kevin Parks;
- Brian and Heather Williams;
- Lori Dwyer;
- Dave and Renee Staples;
- Lisa McElman;
- Scott Thompson; and
- Bob Pace.

As always a special thank you to Dana Pardy, St. Luke's Choir and the many musical guests who have shared their time and talents. We are truly blessed for the musical leadership you provide.

During our worship services, we have experimented with some new things and stayed "traditional" with some others.

In the latter part of 2016, the Worship Ministry decided to schedule bimonthly baptisms as part of the morning worship services. Following the success of 2016, it is the intention to continue the practice into 2017. No specific Sundays have been selected as yet but will be scheduled in February, April, June, October and December.

We joined together in sharing the blood and body of Christ in many different ways in 2016. We had served communion, intinction, processional and “brown bag”. We received many positive comments from the congregation following the various communion services. Many spoke of a strong sense of community and connection in our faith that was experienced.

This year St. Luke’s “broke the mould” and held a stand-alone evening service on December 18<sup>th</sup>. We journeyed to Bethlehem along with the Sunday School children, many musical guests and Annika’s beautiful narration. Who knew that plastic tubes could sound so wonderful! A special thank you to the St. Luke’s Boomwhackers.

At the time of writing this report, the Worship Ministry has not yet met in 2017 but there are some tentative items on the horizon. Stay tuned for news about Good Friday (April 14<sup>th</sup>) and Easter Sunrise (April 16<sup>th</sup>). Both of these services offer opportunities for us to worship together surrounded by nature.

Please speak to us directly or by email [worship@stlukesunited.ca](mailto:worship@stlukesunited.ca) if you wish to provide feedback, offer suggestions and/or assistance.

Respectfully submitted,

Wendy Thompson and Dave Staples  
Co Facilitators

**Statistics:**

Baptisms: 5  
Confirmations: 2  
Weddings: 0  
Funerals: 1  
Transfers In: 7  
Transfers Out: 0

## Pastoral Care Report

Supporting and caring for each other is important at St. Luke's United Church. On a daily basis, pastoral care functions through small actions on our part and through the compassionate act of prayer. We have had several meetings this year to share ideas and our vision for the future of our Pastoral Care Ministry. We have defined our Pastoral Care Purpose as:

*St. Luke's provides confidential Pastoral Care without judgement by offering support, caring and compassion to anyone in our church or community who is open to receiving this expression of our faith.*

Pastoral care activities in 2016 included the Prayer Shawl Ministry, Anna's Circle, the Freedom Renewal Centre (FRC), Pastoral Prayers, congregational cards and visitations. Three members of our congregation enjoyed participating in an informative Pastoral Care Workshop in May that was co-facilitated by Annika and the ministers from Trinity and St. Paul's United.

The Worship Ministry's review of the St. Luke's Roll has helped identify those with potential pastoral care needs and there continues to be progress to update the existing list of those who may benefit from our support. We want to demonstrate our support, caring and compassion by reaching out to others (e.g., cards, e-mails, phone calls), visitation (e.g., at home, hospital or care facilities), listening, sharing meals and by providing mentoring/ support.

Possible ideas for the future include pew/visitation cards, updating our welcome brochure and supporting youth activities.

Pastoral care at St. Luke's provides a balance of giving and receiving. Many of us benefit from the support, caring and compassion of our St. Luke's family.

Respectively submitted,

Debbie MacIntyre  
Facilitator, Pastoral Care Ministry

## Faith Formation Report

Faith Formation is an action packed Ministry with a goal of nourishing the spiritual needs of all; young, old, St. Luke's members and adherents, and members of the broader community. This, we strive for in so many ways!

We host a spirit filled Sunday School in the Upper Hall each week during worship. The focus is children's worship, with a lesson (usually a bible story or picture book), an opportunity for discussion and reflection through a craft or activity, and a snack. We currently have 27 children on the roll and have been blessed this Fall with an average weekly attendance of 9 children! The group is led by Joanne Ellis, Cheryl O'Rourke and MJ Laing. We welcome kids from as soon as they are ready to

participate (generally age 4) to school grade 5. Our doors are always open, and we invite parents to join us, too!

Our Youth Group meets every third Sunday after church for a bite of lunch, conversation and sometimes a special project or outing that is relevant to our youths' experience. The Youth Group is led by our own Minister, Annika Sangster.

Some other highlights from the year:

During Lent we participated in the Stations of the Resurrection and hosted an Easter Egg Hunt. In May, the St. Luke's Players presented 'Fiddler on the Roof,' an amazing production featuring upwards of 60 participants all told, under the direction of Elaine Forhan, produced by Jim Sutherland, with musical direction by Dana Pardy. In November, the Players presented 'The Collector,' a dinner theatre, based on the life of Nova Scotia Historian, Helen Creighton.

In May, 7 youth from St. Luke's attended the Youth Forum at Maritime Conference and in the Fall, we had two participants in a Youth Retreat.

At our Sunday School closing and Congregational 'Picnic' (held this year in the Lower Hall, due to the weather), we presented St. Luke's Bursaries to 4 deserving applicants, as a token of our thanks and appreciation for all that they have added to Sunday School, Youth Group and Worship. Recipients were: Aaron Parks, Liam Parks, Shae-Lynn Luedee and Brendan Gamache.

One week in July we hosted the GO Project Children's Adventure Camp, a United Church program lead by two youth leaders who travelled from community to community throughout the Maritimes leading participants through meaningful activities in their communities. Our participants visited the St. Margaret's Bay Food Bank, the Community Garden and the Whitehills Seniors Home.

July also featured our own home grown Vacation Bible School. The theme this year was Know Your Neighbor, which explored the Golden Rule through a variety of faith traditions. We welcomed a Mi'kmaw Elder, guests from the Muslim Community and Buddhist community and heard Annika share the story of the Good Samaritan. Sincere thanks to everyone who helped make this happen!

To welcome the season of Advent, we hosted a family potluck and Advent Workshop and again this year hosted a very successful Breakfast with Santa.

Thank you to all the many people who contribute so meaningfully to this Ministry, particularly the Children and Youth!

Respectfully submitted,

MJ Laing  
Chair – Faith Formation

## *St. Luke's Miracle Walkers...2015 Relay for Life*

On Saturday June 4<sup>th</sup>, 2016 the St. Luke's Miracle Walkers again participated in the Canadian Cancer Society's 'Relay for Life' fundraiser at our Sir John A. field. With 15 members registered, our enthusiastic walkers raised approximately \$1693.00 and sold at least 16 luminaries for the cause. The nighttime weather was quite pleasant, with no rain as we walked the laps and joined in the overall fun of a "mini carnival" theme... ring toss, golf putting and beanbag toss. Of course, food and conversation shared inside the tent added to the camaraderie.

Thanks go out to the supporters of the Miracle Walkers, the team members and all the survivors who were there to share their encouragement and time. The 2016 Relay for Life may be the last one held at our local high school field in Tantallon so stay tuned for news of the 2017 event.

Pat Swim, Team Captain

## *Fellowship Report*

Over the past year, the Fellowship Ministry was involved in many projects at St Luke's United Church. The Chair of Fellowship, Lori Dwyer, worked hard to make each project a success. Unfortunately, Lori resigned as Chair of Fellowship in September to concentrate on their family business. We extend a sincere thank you for all her hard work and what she use to call her "over the top ideas". We wish her and her family all the best in the future.

During her time as Chair of Fellowship, Lori coordinated and worked with members of our church family at St. Luke's organizing a number of events including, the Easter Egg Hunt and the Church Picnic, which were all held in St. Luke's Church Hall. Since I do not know all the volunteers who participated in these activities, I would like to extend a hearty thank you for all your efforts.

This year Lynn Stover has organized our weekly Coffee hour, with help from many members:

- Jean and Charlie O'Handley
- Dianne Murdoch and Carol Fader
- Frank and Jeanette Stone and Iris Coolen
- Jim and Marilyn MacDonald
- Ruth Anne Sutherland and Jean Campbell
- Deanna Hemeon, Eileen Jakeman and Sylvia Skinner
- Vel Pugh and Joan Cleaveland
- Pat and Roland Swim
- Bill and Myrna Inkpen
- 

Many thanks go out to these individuals for taking on Coffee Hour.

In December, St. Luke's hosted the second successful "Breakfast with Santa" with approximately 78 children attending along with parents and other family members.

The Chair for Fellowship has been open since September. I am pleased to report that three people have stepped forward to take on the duties of the Fellowship Ministry. Their names will be announced at the Annual Meeting. The Ministry can use more volunteers, so if you are interested let the Church Office know and she will provide you with the contact names.

Blessings to all,

Roger Cooke/for  
Lori Dwyer  
Chair of Fellowship

### *Outreach Report*

The Outreach Ministry at St. Luke's reflects the beliefs of the United Church of Canada (UCC) specifically inclusiveness, multi-faith relations (the celebration of differences) and caring for one another. "We believe we strengthen one another to work, through God's grace, for a better world. To this end, we cooperate with other churches, faith traditions and people of good will to eliminate poverty and protect those who are most vulnerable." (United Church Website- What We Believe 2017).

The Outreach Ministry @ St. Luke's supports the work of the Mission and Service Fund of the United Church. For 2016, Mission and Service donations supported six program areas of Mission and Service Work- global mission and service, community and justice work, theological education and ministry work, faith formation, support to local ministries and conference leadership. The weekly stories shared in the Minute for Mission readings and videos help to inform us of the broad spectrum of projects supported nationally and globally by the Mission and Service Fund of the United Church. The work of Mission and Service is a vital part of who we are as the United Church. A special thanks to Ruth Anne Sutherland for her leadership in organizing readers and videos for our weekly Minute for Mission.

The Outreach Ministry also seeks to partner with local organizations to address needs in our local community. This year we were excited to have Sandra Nicholson, Director of the Brunswick Street Mission, speak to us at our December 10<sup>th</sup> service during our Lenten Christmas Giving Campaign. Sandra shared stories and a video presentation of the front line work of the Mission highlighting the needs of residents of our HRM that seek out their services. Poverty and homelessness are definite realities in our HRM community. Sandra assisted in helping us to prioritize what donations were most in need. Our St. Luke's family was generous in support of the campaign resulting in our collecting numerous bags and boxes of warm clothing, personal care items, gifts and toys as well as cash donations.

The Mission and Service Fund in 2016 provided support for local, national and international work as indicated:

Mission and Service Fund Contributions for 2016 \$11,410.14

Goal for 2016 \$13,000.00

Specific World Outreach:

Sunday School Foster Child \$468.00

Local Outreach:

Many thanks to Paul Dunlop for faithfully guiding this project.

St, Margaret's Bay Food Bank

Cash Donations \$728.15

Bags of food/personal care items collected weekly 150 bags

Christmas Giving Campaign:

Cash Donations to Brunswick St Mission \$290.00

Mittens, Socks, Underwear, Personal Care Items for men, women and children as well as gifts and toys were collected and distributed primarily to the Brunswick St Mission during the Christmas Giving Campaign.

Outreach did not have a focused project during the year however, after consultation with Annika, we hope to explore and partner with other Ministries in offering a project/program in the coming year. One area of interest is how we as a church community can practice reconciliation and work for indigenous justice. The "Blanket Exercise" held last November in partnership with our local Anglican community was a powerful and moving experience that underscored the need to move forward along the path towards reconciliation and justice.

We welcome your ideas and suggestion for future project/activities to further the work of Outreach within our local and broader community.

Respectfully submitted,

Marilyn MacDonald

## *Freedom Renewal Centre Report*

The FRC provides a home-like setting for vulnerable groups such as AA, Al-Anon, and Alzheimers' Caregivers on a regular basis. In the fall, it also became a meeting place for those who felt a need for healing within the St. Luke's congregation.

It is a place for outreach programs within St. Luke's such as the Prayer Shawl and Marguerite Centre groups to gather much as they would in someone's home. The Marguerite Centre is a local facility, which houses and provides counseling for up to ten women who are dealing with substance misuse.

We have watched with wonder as the German proverb, "Begin to weave and God will provide the thread", continues to reward our journey with the Marguerite Centre women in the FRC. Our numbers have grown and relationships strengthened over the past two years with the addition of the Anglican Mothers' Union members; 24+ people in total participate each month. They have become an integral part of our gathering of caring women of faith.

Our goal is to provide a "family" gathering for the M. Centre women, many of whom have lost a loving connection with their own families due to their troubles. Troubles are left at the door - there are welcoming smiles and hugs, an activity to experience or just simple times of sharing what has transpired since we last met over a cup of coffee. And, of course, it's all cemented with delicious meals prepared by the hardworking volunteers.

We have made an attempt to create meals with the idea of abundance something that has been lacking in so many of the women's lives. As a result, there are times when we have leftovers. We then prepare meals "to go" for individuals identified as going through difficult times from either of our church families or in the community.

Having extra food prepared, has also enabled us to invite others to share in the meal who happen to be at the church introducing new interactions with the M. Centre women. The most important of these times to me has been when we have been able to invite the men who are working at the church to join us. It is a way of saying thanks for their help but more importantly, it is a way of introducing non-threatening, hard-working, conscientious males into the picture to round out the idea of a "family" gathering.

We leave at day's end, tired, but with a feeling of peace and joy - and the knowledge that faith has filled the room and hearts have been touched...theirs and ours.

Lynn Stover

## Stewardship Report

St. Luke's Stewardship Ministry continues to operate with only two co-chairs, no members and lots of volunteers. If it was not for our volunteers, this Ministry would not have achieved the successes that it did. Stewardship would like to extend a "special thanks" to those who gave their time, talents and monies to support the fundraisers at St. Luke's United Church this year.

Stewardship Ministry continues to pursue the three goals outlined in St. Luke's United Church Implementation Plan (Sep 2004) for a Program Church. These are:

- a. Determine requirements for fundraising;
- b. Educate congregation on regular giving; and
- c. Assess any ecological or environmental issues St. Luke's should become involved with.

It was unfortunate that our Shrove Tuesday Pancake Supper had to be cancelled due to weather and our chicken BBQ due to the lack of volunteers. Overall, our fundraisers raised a net total of \$11,978.72. This was \$6,000.00 less than what was in the planned 2016 budget. A breakdown of the fundraising revenue is provided in the table below:

<b>Fundraisers Revenue</b>				
	<b>Fundraiser</b>	<b>Gross</b>	<b>Net</b>	<b>Food Bank Donations</b>
1.	<b>Shrove Tuesday</b>	Event Cancelled	N/A	N/A
2.	<b>Spring Garden &amp; Garage Sale</b>	\$2,852.00	\$2,852.00	N/A
3.	<b>Presbytery Dinner</b>	\$410.00	\$348.80	N/A
4.	<b>Peggy's Cove Art Festival</b>	\$2,950.00	\$2,097.00	N/A
5.	<b>Dinner Theater</b>	\$6,880.00	\$3,908.87	N/A
6	<b>Christmas Craft Sale</b>	\$3,577.75	\$2,772.05	\$598.15
	<b>Total</b>	\$16,597.75	<b>\$11,978.72</b>	\$598.15

This money goes to help cover the cost of the everyday expenses of the church. Traditionally, this is not what these monies are to be used for. These funds should be supporting special projects like a new church sign or renovations inside/outside the church. Due to the decline of members over the last three years and the lower givings from members, Stewardship has attempted to implement sufficient fundraisers to help cover the daily expenses of the church for the year. With the full time minister's position now filled by Annika Sangster, it would be great if both members and givings start to grow again and help relieve the pressure on Stewardship to bridge the gap between givings and daily church expenses.

The 2014 Stewardship Campaign and our updates in 2015 and 2016 attempted to inform and encourage members to increase their givings. In addition, Stewardship promoted the use of PAR (Pre-authorized Remittance) so members can provide their weekly givings to the church electronically. PAR helps the Treasurer and Ministries plan their finances for the year because it provides a steady flow of income without the up and down fluctuation of revenue the church goes through over the course of the year. In 2017, Stewardship will be conducting a more extensive campaign starting the end of

January and extending into February. It is hoped that everyone participates so that Council can determine the areas where church ministries need attention and to convince more folks to sign up for PAR.

Environmental and ecological issues will be addressed as they come up. Some issues have been addressed by other ministries.

Stewardship would love to see some additional members join the Stewardship Ministry. All the ministries need additional help in order to meet their goals and to prevent burnout among our volunteers. We do plan on another Dinner Theater in the fall, if possible. We are planning on implementing a new fundraiser called, "Fund Script". There will be more to follow on this topic as soon as we get a volunteer set up to coordinate this fundraiser.

Again, Stewardship thanks all our volunteers and we do ask that you continue to volunteer. Our year will end with the church finances in the red, which will need to be addressed early in the New Year with everyone's help. So Stewardship will be asking our members to reconsider their givings. Remember the powerful words from Deuteronomy 15:10:

*"Give generously to him and do so without a grudging heart; then because of this the Lord your God will bless you in all your work and in everything you put your hand to."*

God Bless,

Jean O'Handley & Roger Cooke  
Stewardship Ministry Co-Chairs

## Communications Report

The Communications Ministry for St. Luke's United strives to support the needs of our church and our community.

### **Church**

As we reflect on another year, the Communications Council is proud to support the needs of the church and this community. Different areas of accomplishments/enhancements include:

- The two new speakers that were purchased last year were mounted in place and are now a part of our sound equipment. This has provided an enhancement in the quality of sound for members of the congregation that are sitting on the outer wings of the seating arrangements.
- We continue to utilize the projector for our weekly services. As we continue to develop the technologies, we are able to incorporate videos and such into the services.
- A replacement wireless microphone was sourced for the minister. The technology in this new microphone should avoid the surprising squelches during our services.
- Our Facebook page [[www.facebook.com/stlukesunited](http://www.facebook.com/stlukesunited)] has come alive and members are encouraged to check it regularly.
- Please take the time follow us on Twitter as our minister and others are embracing this avenue of communications to our congregation and community.

### **Community**

As the presence of St. Luke's in the community continues to be strong, the Communications Council provides the support needed from plays to concerts to community meetings to what is needed in making the community engagement at St. Luke's a rewarding experience.

### **Forward Planning for 2016**

The Communications Council is always planning into the future. We work towards meeting the requests of the church and the community. A couple of areas of advancement/improvement focused on in 2017 are:

- We are presently working with our minister to review the possible sourcing of computer equipment for the office and sound room. Our goal is to obtain equipment that will be networked and provide a stable and secure environment for documentation storage and sharing.
- Ongoing development of the church website. This aspect of our presence in the World Wide Web requires a unique talent that is yet to be sourced or trained to support.

We want to take this opportunity to say thank you to all that have supported the Communications Ministry in 2016. Your help is always welcomed and appreciated. Should any members of our congregation or community have any questions please reach out to us at [communications@stlukesunited.ca](mailto:communications@stlukesunited.ca)

Facilitator,  
Scott Thompson

## Property Report

For St. Luke's it has been a year of new beginnings and new hopes as we welcomed Annika Sangster as our full time minister. Property Ministry has been busy during this exciting year at St. Luke's.

Volunteers are at the heart of Property Ministry activities. We have a reliable team of volunteer custodians who have provided great service to St. Luke's in 2016. In addition to custodial services, our volunteer team also provided support for major events. This has allowed St. Luke's to take on events such as the Peggy's Cove Arts Festival, Dinner Theaters, Plays and other Community events. It has also been a busy year at St. Luke's in terms of repairs and most of this work was completed by members of the property team.

In 2016 Administration Ministry resumed responsibility for booking rentals. Many thanks to Charlie O'Handley and the Administration team for taking on that task. Throughout 2016 we completed some much needed maintenance and also invested in more efficient lighting and water heating. This will reduce our ongoing electricity bills. We also have been working to meet the Duty of Care standards put forward by the UCC. We are evaluating and rearranging our storage spaces to make room for renovations necessary to meet Fire Code regulations.

### **Our Future Vision**

Our plans to make St. Luke's a more environmentally friendly facility are still on going. Financial constraints in 2016 have prevented us from pursuing the renovation of the original 1965 church building to bring it up to modern energy efficiency standards. We have made small investments in 2016 to reduce our energy consumption and plan to continue this work in 2017. Other projects for this year include completion of the finish work in the supplies closet, including the addition of a fire rated door and heat sensor. We continue to map and label all our electrical circuits in order to make electrical troubleshooting easier. Painting is needed in many areas of the church interior and we hope to address that in 2017.

We also want to study the overall condition of the building. We will then generate a report indicating where longer term investments should be made to improve efficiency and to protect the building from deterioration.

Property Ministry heads into 2017 with the promise to the congregation that every effort will be made to provide good stewardship for the St. Luke's United Church property in the coming year.

Submitted by,

Jim MacDonald  
Brian Pugh

**Romans 12:4-7** *For as in one body we have many members, and the members do not all have the same function, so we, though many, are one body in Christ, and individually members one of another. Having gifts that differ according to the grace given to us, let us use them: if prophecy, in proportion to our faith; if service, in our serving; the one who teaches, in his teaching;*

## Presbytery Report

St. Luke's United Church started 2016 with one Presbytery Representative. By June, Dana Pardy, volunteered to be the second Presbytery Representative. The Church can contribute three representatives to Presbytery. If there is someone who is interested in becoming a Presbytery Representative, please advise our Minister, Annika Sangster.

St. Luke's hosted the monthly Presbytery Meeting on 14 Jun 2016.

The issue facing the United Church of Canada is the reorganization of the National Church to a three council model. This change has been approved by the 42<sup>nd</sup> General Council 2015. These remits propose a major change to the structure of The United Church of Canada. Currently we have four courts, or levels, of church decision-making structure: pastoral charges, presbyteries, Conferences, and General Council. It is proposed that the church have three councils, or levels, with specific ministries and responsibilities. The proposal does not simply remove one of the existing courts, but replaces both of the current middle courts with a new regional council. The intent of this reorganization is to create a sustainable and workable church structure in the face of a declining volunteer base and financial resources.

It is vitally important that the governing body of every pastoral charge and presbytery cast a vote on all applicable remits. An absolute majority is needed for the remits to pass, not just a majority of those that vote. If passed by an absolute majority, each remit will go to the 43<sup>rd</sup> General Council 2018 for approval. **If a governing body of a pastoral charge or presbytery does not vote, that is considered a vote AGAINST the remit question.** There are study guides available on the "United Church of Canada Remits" website. These provide an explanation of each remit.

The following remits need to be voted on by pastoral charges and presbyteries:

- Remit 1: Three Council Model (Vote must be received by 30 Jun 2017)
- Remit 2: Elimination of Transfer and Settlement (Vote must be received by 30 Jun 2017)
- Remit 3: Office of Vocation (Vote must be received by 30 Jun 2017)
- Remit 4: Funding a New Model (Vote must be received by 30 Jun 2017)
- Remit 6: One Order of Ministry (Vote must be received by (27 Feb 2018)

These remits are voted on by Presbyteries only:

- Remit 5: Ministry Partners (17 Feb 2017)
- Remit 7: Candidacy Pathway (17 Feb 2017)
- Remit 8: A Step Towards a New Model of Membership (17 Feb 2017)

There will be a meeting at St Luke's on 8 Apr 2016 to discuss and vote on Remits 1 to 4. Remit #6 will be voted on at a later date. Watch the C@W for more details.

In God we trust.

Roger Cooke/for  
Charlie O'Handley & Dana Pardy  
Presbytery Representatives

## Trustees Report

There was no pressing business to come before the trustees in the past year. Looking ahead to 2017 we plan to do a complete inventory as required by the manual.

Submitted by David Robertson, Dave Draper & Jim Sutherland

## Administration Report

Reflection --- Have we been standing still? Has the path we set in our 2004 Implementation Plan been travelled? Do we know if we have reached our destination? Please take some time to think about these questions and form your opinion. Hopefully you will share your ideas re our journey at St Luke's, and hopefully you will step out of the shadows into the light, by sharing those thoughts and offering your skills to our St. Luke's family needs. We all have so much to gain if we work in a deliberate, unified manner!

Administration Ministry has a variety of functions to serve St. Luke's. The Sunday 'counters' are dedicated to collecting, accounting and recording congregation givings each and every week. This is such an important task to assume each week. 'Thank you' to our counters, Nancy Boutilier, Marilyn Coolen, Kris Stover and Harley Grimmer, who have remained faithful to the task and found time to work on our behalf this past year of 2016.

Closely tied to the counters in Administration Ministry, is the role of the Treasurer. This function of recording monies, completing bank transactions, arranging all the details required for our financial business at St. Luke's and then completing reports for such, is a complex and time consuming responsibility. Our Treasurer, Kris Stover, stands tall as that tireless worker-bee, performing daily any and all duties associated with the role of Treasurer! This report would be remiss if it did not publicly recognize Kris' effort and skills which he provides for our church. Bravo, Kris!

Administration also oversees the renting of our building's space throughout the year. We have a number of regular occupants who use our facilities on a weekly basis, as well as a number of one-time rentals that occur throughout the year. The benefits we get from renting our space is a great help in paying the bills over a year. Thankfully we have good relations with our community partners and hopefully the rentals will continue to shoulder much of the financial responsibilities we face.

I offer a huge 'thank you', to Lisa McElman, our Office Administrator who is on the front line with our rental process. Lisa is extremely competent and supportive of our efforts in Administration to schedule and oversee the process of rentals. Considerable time is spent with assuring the renters are accommodated, our building is properly cared for, and of course, the rental fees are collected!

I could insert here, a call for others to join the Administration ministry in the coming 2017 year. More help will alleviate the time presently spent by a few, on so much that requires attention. If you are not presently active in our church ministries, please give consideration to offering your time and skills in areas you are willing to serve.

The coming year offers us a chance to reflect on our routines, our passions, our comfort zones. We hopefully will embrace the changes that are undoubtedly coming. In fact, you are urged to be part of the 2017 year at St. Luke's United Church and be a change agent. It might be the best new year resolution you make!

Our Administration Ministry also offers huge 'thank you' to our minister, Annika. She has proven to be willing to assist when called upon, offer leadership where and when needed, and support others as we walk that journey's path mentioned in the beginning of this report. I urge any and all of our St. Luke's family to become acquainted with Annika as we go forward. Approach her with your ideas and hopes. Share the passions or concerns that fill you. Annika is a good listener and will pitch in when asked! She has helped us with Presbytery reports and other items that need sorting throughout the year within administration duties. Welcome to your new family, Annika!

Respectfully submitted,

Charlie O'Handley  
Facilitator

## Financial Reports

### St. Lukes, United Church Income Statement 2016

### Financial Summary As of 31 Dec, 2016

	<u>Budget</u> 2016	<u>Actual</u> 2016	<u>Variance</u> Act-Budg
<b>REVENUE</b>			
<b>Income Revenue</b>			
Total Local Givings	112551	100894	-11657
Total M&S Income	13000	11510	-1490
Total Revenue from Fundraising	17800	26512	8712
Total Debt Retirement Income	14000	12484	-1516
Total Income from Fellowship Activi	2600	1814	-786
Total Local Outreach	1550	2063	513
Total Income Freedom Renewal Ctr	3000	1918	-1082
Total Other Income	0	0	
Total Rental Income	32825	38119	5294
Total Other Income	2800	4579	1779
<b>Total Income</b>	<u>200126</u>	<u>199892</u>	<u>-234</u>
<b>TOTAL REVENUE</b>	<u>200126</u>	<u>199892</u>	<u>-234</u>
<b>EXPENSE</b>			
<b>Payroll Expenses</b>			
Total Payroll Expense	86909	85755	-1154
<b>General and Admin. Expenses</b>			
Total Building Maintenance	37767	36922	-845
Total Min of Admin	31848	32445	597
Total Min of Worship	13442	12290	-1152
Total Min of Outreach	15080	14121	-959
Total Freedom Renewal Ctr	3000	1918	-1082
Total Faith Development	2250	2719	469
Total Communications	2050	1269	-781
Total Pastoral Care	100	615	515
Total Fellowship Expenses	1000	2457	1457
Total Fundraising & Misc Expense	6680	12417	5737
<b>Total General &amp; Admin. Expenses</b>	<u>113217</u>	<u>117172</u>	<u>3955</u>
<b>TOTAL EXPENSE</b>	<u>200126</u>	<u>202927</u>	<u>2801</u>
<b>NET INCOME</b>	<u>0</u>	<u>-3034</u>	<u>-3034</u>

**St. Lukes, United Church  
Balance Sheet As at 12/31/2016**

**ASSET**

**Current Assets**

Chequing Bank Account	34498	
Petty cash for Pastoral Care	49	
Petty cash for communion supplies	50	
Cash Adv for Fellowship	155	
<b>Total Cash</b>		<b>34752</b>
HST input tax credit	2323	
Prepaid Expense	2089	
<b>Total Receivable</b>		<b>4412</b>
<b>Total Current Assets</b>		<b>39164</b>

**Capital Assets**

Piano		17391
<b>Total Capital Assets</b>		<b>17391</b>

**TOTAL ASSET**

**56555**

**LIABILITY**

**Current Liabilities**

FRC Grants		13152
Operating Fund Freedom Renewal		9980
Accrued Liabilities		2315
Accrual for Benevolence		846
<b>Total Current Liabilities</b>		<b>26293</b>

**TOTAL LIABILITY**

**26293**

**EQUITY**

**Owners Equity**

Retained Earnings - Previous Year		33297
Current Earnings		-3035
<b>Total Owners Equity</b>		<b>30262</b>

**TOTAL EQUITY**

**30262**

**LIABILITIES AND EQUITY**

**56555**

BUILDING FUND  
INCOME AND EXPENSE  
December 31, 2016

<b>BEGINNING BALANCE 1 JANUARY, 2016</b>		7328.10
 <b><i>INCOME</i></b>		
TRANSFERS FROM GENERAL ACCOUNT	12384.30	
<b>TOTAL INCOME</b>	<u>12384.30</u>	
 <b><i>EXPENDITURES</i></b>		
CHURCH EXTENSION BOARD	6661.20	
BANK CHARGES	30.00	
<b>TOTAL EXPENDITURES</b>	<u>6691.20</u>	
<b>BANK BALANCE 31/12/2016</b>		13121.20
<b>CASH IN GIC ACCOUNT</b>		<u>0.05</u>
<b>TOTAL CASH</b>		13121.25
 <b>INVESTMENT</b>		
6 MONTH G.I.C.		10079.83
12 MONTH G.I.C.		10000.00
ACCUMULATED INTEREST 31 DEC. 2016		<u>91.98</u>
		20171.81
 <b>TOTAL EQUITY</b>		 33293.06

## St. Lukes, United Church Budget Proposal A (2017 Breakeven)

	<u>Budget 2016</u>	<u>Actual 2016</u>	<u>Budget 2017</u>
<b>REVENUE</b>			
Income Revenue			
Total Local Givings	112551	100894	109200
Total M&S Income	13000	11510	13000
Total Revenue from Fundraising	17800	26512	32800
Total Debt Retirement Income	14000	12484	14000
Total Income from Fellowship Activi	2600	1814	2300
Total Local Outreach	1550	2063	1900
Total Income Freedom Renewal Ctr	3000	1918	3000
Total Rental Income	32825	38119	35000
Total Other Income	2800	4579	3300
Total Income	<u>200126</u>	<u>199892</u>	<u>214500</u>
TOTAL REVENUE	<u>200126</u>	<u>199892</u>	<u>214500</u>
<b>EXPENSE</b>			
Total Payroll Expense	<u>86909</u>	<u>85755</u>	<u>87772</u>
General and Admin. Expenses			
Total Building Maintenance	37767	36922	39493
Total Min of Admin	31848	32445	33599
Total Min of Worship	13442	12290	13328
Total Min of Outreach	15080	14121	14758
Total Freedom Renewal Ctr	3000	1918	3000
Total Faith Development	2250	2719	2250
Total Communications	2050	1269	2050
Total Pastoral Care	100	615	300
Total Fellowship Expenses	1000	2457	2000
Total Fundraising & Misc Expense	6680	12417	15950
Total General & Admin. Expenses	<u>113217</u>	<u>117172</u>	<u>126728</u>
TOTAL EXPENSE	<u>200126</u>	<u>202927</u>	<u>214500</u>
NET INCOME	<u>0</u>	<u>-3034</u>	<u>0</u>

**St. Lukes, United Church  
Budget Proposal B (2017 Deficit)**

	<u>Budget 2016</u>	<u>Actual 2016</u>	<u>Budget 2017</u>
<b>REVENUE</b>			
Income Revenue			
Total Local Givings	112551	100894	103868
Total M&S Income	13000	11510	13000
Total Revenue from Fundraising	17800	26512	32800
Total Debt Retirement Income	14000	12484	14000
Total Income from Fellowship Activi	2600	1814	2300
Total Local Outreach	1550	2063	1900
Total Income Freedom Renewal Ctr	3000	1918	3000
Total Rental Income	32825	38119	35000
Total Other Income	2800	4579	3300
Total Income	<u>200126</u>	<u>199892</u>	<u>209168</u>
TOTAL REVENUE	<u>200126</u>	<u>199892</u>	<u>209168</u>
<b>EXPENSE</b>			
Total Payroll Expense	<u>86909</u>	<u>85755</u>	<u>87772</u>
General and Admin. Expenses			
Total Building Maintenance	37767	36922	39493
Total Min of Admin	31848	32445	33599
Total Min of Worship	13442	12290	13328
Total Min of Outreach	15080	14121	14758
Total Freedom Renewal Ctr	3000	1918	3000
Total Faith Development	2250	2719	2250
Total Communications	2050	1269	2050
Total Pastoral Care	100	615	300
Total Fellowship Expenses	1000	2457	2000
Total Fundraising & Misc Expense	6680	12417	15950
Total General & Admin. Expenses	<u>113217</u>	<u>117172</u>	<u>126728</u>
TOTAL EXPENSE	<u>200126</u>	<u>202927</u>	<u>214500</u>
NET INCOME	<u>0</u>	<u>-3034</u>	<u>-5332</u>

## Nominations for 2017

The nomination team of Amanda Walker, Pat Swim, Roger Cooke and Annika Sangster submit the following list of names for the designated positions, in St. Luke's United Church for the year 2017. Other names may be added to the list prior to the AGM, Feb. 5, 2017. (Incoming names in **bold** type.)

### Chair of Council

- Chairperson - Roger Cooke

### Administration

- Facilitator – Charlie O'Handley
- Members
  - Kris Stover (Treasurer)

### Communication

- Facilitator - Scott Thompson
- Members
  - Jim Sutherland

### Faith Formation

- Facilitator – MJ Laing
- Members
  - Karen Stothart
  - Cheryl O'Rourke
  - Joanne Ellis
  - Ruth Ann Sutherland

### Fellowship

- Facilitator – **Joanne Ellis**
- Members
  - **Pat Swim**
  - **Amanda Walker**

### Freedom Renewal Centre

- Facilitator – Vacant
- Members
  - Lynn Stover

### Outreach

- Facilitator – Marilyn MacDonald
- Members
  - Ruth Anne Sutherland
  - Paul Dunlop (Food Bank)

### Property

- Co-Facilitators – Brian Pugh & Jim MacDonald
- Members
  - **Phil Bentley**

### Pastoral Care

- Facilitator – Debbie MacIntyre
- Members
  - Lillian Draper (Prayer Shawl)
  - Vel Pugh (Anna’s Circle)
  - Heather Star-Williams
  - Pat Swim
  - Ruth Anne Sutherland
  - Carol Fader
  - Cheryl O’Rourke

### Worship

- Co-Facilitators – Wendy Thompson & David Staples
- Members
  - Susan Boutilier
  - David Draper
  - Anne Grimmer
  - Danna Pardy

### Stewardship

- Co-Facilitators – Jean O’Handley & Roger Cooke
- Members
  - Vacant

### M&P

- Facilitator – Vacant
- Members
  - Marilyn MacDonald
  - Naomi Stewart
  - David Draper

### Trustees

- Facilitator – Vacant
- Members
  - Jim Sutherland
  - David Draper
  - David Robertson

### Presbytery Representatives

- Charlie O’Handley
- Dana Pardy

Minutes from Congregational Meetings:

**St. Luke's United Church of Canada  
5374 St Margaret's Bay Road, Upper Tantallon, NS B3Z 2J1  
March 6<sup>th</sup>, 2016 Congregational Meeting #2**

The congregational meeting began with opening comments from our new Chair of Council, Roger Cooke.

Congregational members each signed an attendance sheet. Please find it attached.

It was communicated from Cathy MacKay that the JNAC report has been approved by the Pastoral Relations Group from Halifax Presbytery. Halifax Presbytery will be voting on this report and the additional information from this Congregational Meeting today at their monthly meeting, scheduled for this coming Tuesday.

Roger presents the following motion, seconded by Niaomi...

***"The Congregation of St Luke's United Church approve the following names to be submitted to Presbytery for acceptance as the members of the St Luke's United Joint Search Committee:***

- 1. Dave Staples***
- 2. Debbie Macintyre***
- 3. Diane Murdock***
- 4. Cheryl O'Rourke***
- 5. Jenn MacLaughlin***
- 6. Joanne Ellis, and***
- 7. Amanda Walker"***

A vote was taken and the motion was carried.

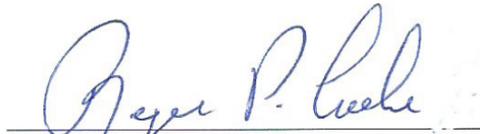


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Scott Thompson, Secretary of Council

14 Jan 2017

Date



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Roger Cooke, Council Chair

17 Jan 2017

Date

**2016 Congregational Meeting #2**  
**St. Luke's United Church**  
**Sign-in Sheet**

1	Dave Staples	23	Roderic Brown
2	David Draper	24	Crystal Ibemi
3	Lillian Card-Draper	25	Dileen Johnson
4	Ronald Williams	26	Kathryn Gamache
5	Myna Inkpen	27	Brendan Gamache
6	Ralph Lajoie	28	Rosalie Smith
7	William Robinson	29	Jean MacKillop
8	Caleb Pankas	30	Ruth Anne Sutherland
9	Gene P. Cowie	31	Meryl Shaw
10	Wendy Chomps	32	Jacqui & Ingrid
11	William Inkpen	33	Jean Cleveland
12	Dianne Murdoch	34	Jane Paule
13	Myra Ann Bush	35	Alan
14	Kimberly Grant	36	Wendy Doane
15	Harley Gwynne	37	Jesse & Jeremy Doane
16	Rand Dunlap	38	Godwin Early
17	Carol Fader	39	Margaret Murray
18	Alan Sheen	40	Kim Stoves
19	Shaughnessy	41	Heather Murray
20	Heann Bentley	42	Tom Stoves
21	Phillip Bentley	43	Stewart
22	Jean Campbell	44	Joni Sutherland

**2016 Congregational Meeting #2**  
**St. Luke's United Church**  
**Sign-in Sheet**

1	Brian Pugh	23
2	C MAC LUGHLIN	24
3	DORIS	25
4	VzL Moulton-Pugh	26
5	[Signature]	27
6	Seth Jay	28
7	Rawn Robinson	29
8	Susan Bouteleer	30
9		31
10		32
11		33
12		34
13		35
14		36
15		37
16		38
17		39
18		40
19		41
20		42
21		43
22		44

**Congregational Meeting Minutes**  
**St. Luke's United Church**  
**June 26<sup>th</sup>, 2016**

Our Congregational Meeting is based on the request by The Joint Search Committee. The Meeting is to provide a forum in which the JSC can present its report and make its recommendation to the congregation as the Committee has completed its task.

An attendance sheet was signed by Congregational members, please see the two attached pages.

The meeting began with Leslie Griffiths providing opening remarks. Ms. Griffiths represents Halifax Presbytery Public Relations Committee and has been one of the two Halifax Presbytery Representatives on the Joint Needs Committee. The other Presbytery Representative was Kathy Mackay.

Ms. Griffiths outlines the process of this meeting. The JNC will present its findings with the recommendation to the congregation. The congregation will have an opportunity to ask questions and then a secret ballot will be executed to determine The Congregations position on the recommendation. The secret ballot will be only available for members of this congregation, all non-members such as visitors, guests, extended family members that are present will not be able to cast a vote.

Debbie MacIntyre began on the report by first listing the people that formed the JSC:

<b>Name</b>	<b>Remarks</b>
Kathy Mackay	Presbytery Rep
Leslie Griffiths	Presbytery Rep
David Staples	co-chair
Debbie MacIntyre	co-chair
Dianne Murdoch	
Cheryl O'Rourke	secretary
Jenn MacLaughlin	
Joanne Ellis	Corresponding secretary
Amanda Walker	

The process in which the JSC began March 23<sup>rd</sup> was completed on June 6<sup>th</sup>, 2016. During this time there were 6 meetings and 4 interviews. The process;

- o Followed the confidential process is outlined in "Pastoral Relations: Engaging and Supporting" (March 2015).

Secretary's Initials:



**Congregational Meeting Minutes**  
**St. Luke's United Church**  
**June 26<sup>th</sup>, 2016**

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- Criteria for candidate evaluation came from the JNAC (Joint Needs Assessment Committee) document
- Position was posted on Maritime Conference website and St. Luke's website
- Candidates evaluation process consisted of:
  - review of resume
  - eligibility check (4 were eligible),
  - interviews (*worship visit*)
  - reference checks
- Interviews
  - There were over 50 questions to be drawn from for questions covering various aspects of the needs of St. Luke's and our community. Congregational input was provided in which some of the questions were derived
  - 12 questions based on desired skills identified in the JNAC (including some submitted from congregation) including:
    - Getting to know the applicant/ administration (3)
    - Worship Leadership, Community Outreach, Pastoral Care (2/3), Faith Formation, Professional Skills (5)
  - In "scoring" JSC also considered education/ training, experience, and congregational "fit"

ANNOUNCEMENT of recommended applicant (unanimous vote @ JSC) is Annika Sangster.

Ms. MacIntyre reverberated positive comments from the JSC members based on interview scoring and Annika's response to verbal questions.

The floor was then opened for questions:

- Will Annika be moving closer to St. Luke's area? Will she be staying in The Valley to live?
  - Annika's house is for sale in The Valley and hopes to move closer to the church.
- Was there mention about Sermons? Will she be preaching any Sermons?
  - Annika has done Sermons in the past, although not necessary of the traditional type. Through the background checking process it was found that Annika has delivered non-traditional Sermons. Annika asks for honesty from St Luke's, thus if traditional Sermons are important to St Luke's it is up to the congregation to put this forward to her.
- During the interview process was the presence of God mentioned?
  - There was a question specific the presence of God and Annika responded positively
- Will she (Annika) make home visits?
  - Annika feels there are areas of opportunities for Pastoral Care Visits that may or may not take place in the members of the congregation homes, in fact some of her best Pastoral Care Visits were not in peoples home. She did not say she would not do home visits but this need has to show light as each person asks for this.

Secretary's Initials: 

**Congregational Meeting Minutes**  
**St. Luke's United Church**  
**June 26<sup>th</sup>, 2016**

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**MOTION –**

I move that Annika Sangster be called to full time ministry at St. Luke's Pastoral Charge, Tantallon, and effective Oct. 1, 2016.

Moved by Ms. Debbie MacIntyre

Seconded by Mr. David Staples

Floor is opened for additional questions:

- What are the Terms of the Call financially?
  - Exact details are not readily available.
- Is the October date due to her term right now?
  - Yes
- Does she (Annika) plan to home visit all her congregation?
  - It is felt that Annika will set up individual appointments with people for home visits with hopes to get the chance to visit as many people as needed. This will be driven by the requests from the members of the congregation

No further questions and the voting is started.

A member of the congregation requested: "Prayerfully consider the needs of the community of St Luke's when voting."

**MOTION –**

I move that we move forward with the vote with the financial Terms of Call to be provided by the JSC at a later date.

Moved by Ruth Ann Sutherland

Seconded by Jim MacDonald

Motion carried.

The Original Motion is read again:

**I move that Annika Sangster be called to full time ministry at St. Luke's Pastoral Charge, Tantallon, and effective Oct. 1, 2016.**

Motion has been carried based on the ballot counts.

Secretary's Initials: 

Congregational Meeting Minutes  
**St. Luke's United Church**  
**June 26<sup>th</sup>, 2016**

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**MOTION –**

I move that these ballots be destroyed.

Moved by Naomi Stewart  
Seconded by Paul Dunlop  
Motion carried.

**MOTION –**

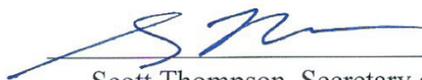
I move that the terms of appointment for Annika Sangster will be in accordance to the United Church of Canada Policy with respect to minimum compensation and benefits

Moved by Debbie MacIntyre  
Seconded by Cheryl O'Rourke  
Motion carried.

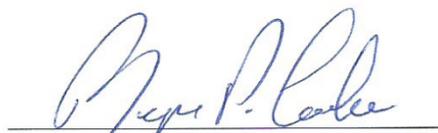
**MOTION –**

I move that this meeting be closed.

Moved by Ruth Ann Sutherland  
Seconded by Marilyn MacDonald  
Motion carried

  
\_\_\_\_\_  
Scott Thompson, Secretary of Council

14 Jan 2017  
Date

  
\_\_\_\_\_  
Roger P. Cooke, Council Chair

17 Jan 2017  
Date

Secretary's Initials: 

Saint Luke's United Church  
 Congregational Meeting  
 Sunday, June 26, 2016  
**ATTENDANCE**

**CONGREGATIONAL MEMBERS (eligible to vote)**

1. Renee Staples
2. Dave Staples
3. Marilyn Coole
4. Darby Emerson
5. Anne Hummer
6. Nancy Bush
7. Nancy Bush
8. Chad O'Handley
9. Melody
10. Elaine Jordan
11. PANK DUNLOD
12. Carol Fader
13. Priscilla Williams
14. Phillip Bentley
15. Learn Bentley
16. Rud Nye
17. Tommy Hill
18. Joan Cleveland
19. Kathryn Monache
20. Deborah Stone
21. Frank Stone
22. Rose Dunlop
23. Marilyn Maxwell
24. Marian Porter
25. Elaine Johnson
26. Martha Doney
27. Sylvia Doney
28. Kim Stone

29. Pettye Hutch
30. Wald Mautz
31. Jim Macdonald
32. John Cooke
33. Galina Cooke
34. Jan Campbell
35. Janie + Ralph Jungley
36. Myra + Col Shaw
37. Karen Harrison
38. Kirk Harrison
39. Joanne Ellis
40. Pat Swin
41. DOZ
42. [Signature]
43. Gordon Hill
44. Mary Jo Hill
45. Frank Sutherland
46. Jim Sutherland
47. Susan Bortner
48. Deborah Melfigan
49. Brian F. Pugh
50. Jean G. Handley
51. Wendy Thomas
52. [Signature]
53. Key Dwyer
54. Tom Stock
55. Carl Roberts
56. Jennifer Dean Fey  
Brent Levy

Saint Luke's United Church  
 Congregational Meeting  
 Sunday, June 26, 2016  
**ATTENDANCE**

CONGREGATIONAL MEMBERS (eligible to vote)

1.	<u>Lillian Draper</u>	29.	_____
2.	<u>Basil Draper</u>	30.	_____
3.	<u>Cheryl O'Rourke</u>	31.	_____
4.	<u>Margaret Murray</u>	32.	_____
5.	<u>Harvey Maitland</u>	33.	_____
6.	<u>Kyle Maitland</u>	34.	_____
7.	<u>Hanna Friedrich</u>	35.	_____
8.	_____	36.	_____
9.	_____	37.	_____
10.	_____	38.	_____
11.	_____	39.	_____
12.	_____	40.	_____
13.	_____	41.	_____
14.	_____	42.	_____
15.	_____	43.	_____
16.	_____	44.	_____
17.	_____	45.	_____
18.	_____	46.	_____
19.	_____	47.	_____
20.	_____	48.	_____
21.	_____	49.	_____
22.	_____	50.	_____
23.	_____	51.	_____
24.	_____	52.	_____
25.	_____	53.	_____
26.	_____	54.	_____
27.	_____	55.	_____
28.	_____	56.	_____

**St. Luke's United Church of Canada**  
**5374 St Margaret's Bay Road, Upper Tantallon, NS B3Z 2J1**  
**October 16<sup>th</sup>, 2016 Congregational Meeting**

The congregational meeting began with opening comments from Chair of Council, Roger Cooke. Meeting was constituted by the lighting of the Christ Candle.

Congregational members each signed an attendance sheet. Please find it attached.

The St. Luke's Council was asked by the Dinner Theatre event to serve beer and wine at this event. Before Council voted on the request, Council felt it was best to ask for input from the Congregation for the opportunity to serve wine and beer for the dinner theatre.

The intention is to have a private vote by congregational members responding to this request for a onetime event only.

The details of the vote was motioned by Roger Cooke and seconded by Bruce Burrows. Roger read the following as the motion:

***"The St. Luke's Congregation gives approval to serve wine and beer at a one time event during the Dinner Theatre to be held in St. Luke's lower hall on November 4, 5 and 6, 2016."***

There was open time for members to step forward to for questions.

**Question:**

Why this was positioned as just a onetime event request?

**Answer:**

Council is not requesting for a policy change for this event. No one has asked to change the policy.

**Question:**

Will this be asked ever again?

**Answer:**

At this time we don't foresee this being ask of again but if it does, it will be re-visited then.

A private ballot was held and the ballots were counted by three members: Rollie Swim, Phil and Paul Dunlop counting the ballots.

The results of the ballot are as follows:

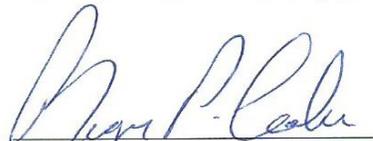
- 48 Ballots filled in
  - 38 Voted “yes”
  - 10 voted “no”

Roger’s closing comments were that Council would review these results and a final decision by Council will be at their meeting scheduled for tonight.

Thank you is extended to the congregation for their input and a closing prayer was done by Annika Sangster.

  
\_\_\_\_\_  
Scott Thompson, Secretary of Council

14 Jan 2017  
Date

  
\_\_\_\_\_  
Roger Cooke, Council Chair

17 Jan 2017  
Date

CONGREGATIONAL MTG #3

formal  
Members of  
St. Lukes

NAME

NAME

1. BOACH COOKE
2. Scott Thompson
3. Martha Dorsey
4. Chuck O'Handly
5. Jean O'Handly

Butzy Idutt  
Norm Idutt  
Gordon Earle  
Kathryn Gamache  
Joan Cleveland  
Lila Sant Draper  
Eileen Jakeman  
Marilyn Macdonald  
Harvey MacAusland  
Paul Dundup  
John Dwan  
Phyllis Bentley  
Linda Bunous  
Leara Bentley  
Ruth Peters  
BRIAN PUGT  
VEL MOWTON-PUGT  
Jane Edale  
Lynne Skynner  
Barrie Burrows  
Rollie Swinn  
Naomi Stewart  
Jennifer McLaughlin  
Ann Sutcliffe  
Ruth Anne Sutcliffe

MJ Laing  
Pat Swin  
Roland Swin  
D. O'Keefe  
Joanne Ellis  
Cheryl O'Rourke  
Margaret Murray  
Marion Mitchell  
Jeff Parks  
Ralph Lyg  
Harley Gumpson  
D. D. Hunt  
Anne Sumner  
Susan Battellei  
Dana Fardy  
Jant Nichols