

Trinity United Church

2024 Annual Report

A Church Beyond the Walls & Drawing the Circle Wide



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Trinity United Church Mission and Affirming Statement

(Updated and approved by Council, October 2024)

We are a progressive, welcoming, and affirming Christian community. For us, this means:

- We strive to explore our diverse beliefs and nurture each other's spiritual growth.
- We study Jesus' teachings and seek to apply them to our lives, striving to live with compassion, pursue social justice, care for creation, and love all.



We are an affirming congregation. We welcome and nurture diversity. We especially embrace those who have been marginalized, and actively affirm variations in gender identity, sexual orientation, ability, physical and mental well-being, racial and cultural identities, economic status and family structure. We rejoice in creating sanctuary for all of God's people and welcome them into full participation in our church.



Minister's Report

Rev. Dr. Wayne Ménard

It's always a pleasure to talk with the 'new people' in our midst. When I was a younger minister in Montreal, I had occasion to overhear an elderly member of the congregation mention that he was so happy to be among some of the new members of the church. I looked around, checked carefully and discovered that there were, in fact, no new people in the room. The youngest member had been part of that congregation for more than thirty-five years. The elderly member had been a member for more than eighty so I suppose new is a relative term.

There are newer faces, younger faces among us at Trinity. We don't always see them in leadership positions but they are there. We want to attract new members and we want to keep them. What are they looking for? Do we even know? Have we even asked? Perhaps they are expecting something new which demands change. The religion of their parents and grandparents just doesn't sit well. The language of hymns from the 17th and 18th century is irretrievable and therefore irrelevant. Sermons whose intent is to convict us of our sins without offering any reasonable options are no longer helpful, if they ever were. Mini sermons, disguised as prayer that are really pleas for more money or attempts to chastise whole congregations for 'misbehaving,' are destructive of community and can never build-up the Body of Christ. Surely we can do better! Perhaps we are reluctant to change in order to accommodate their needs. Congregations that respond to change by digging in their heels and shifting to a more conservative stance lose younger, progressive members while attracting those who are fearful of change.

The church is a place of change, sometimes powerful change. It has always been a place of change. From the very beginning when Jesus flipped the tables in the temple, it has been a model for change. We wrestle with the demands of change and we respond, to the best of our gifts and abilities, with Christ as our guide. Sometimes we succeed and sometimes we don't but we continue to engage our community, despite our deep desire for peace and stability. But churches that don't adapt to the current needs of its community do a disservice to those we are called to engage and support.

Friends, we find ourselves asked to respond to new needs, new concerns, new hopes and new desires. They are new because those bringing the needs, concerns, hopes and desires express their faith and love of God in ways which may be unfamiliar to us. This is new and when we encounter something new, our first reaction is to hold-on that much tighter to what is familiar. When the familiar excludes and condemns then the familiar must change. When the familiar cannot or will not meet the needs of the young seekers among us then it must change. Dietrich Bonhoeffer said that if we are not prepared to be the church for others then we are no longer the church. I believe we want to be part of the change that leads us into the next decade and beyond. We will find peace and stability but not in the usual ways. It will be a peace that may surpass understanding and a stability that defies reason. We can expect everything because we rely on God's guiding principles expressed in the work and care of the people of our Trinity community.

Peace and stability,
Rev. Wayne

Council Report

New Council members - Perry Calderwood, Helen Barkley, Grant Gilliland, Pam Sheehan.

Returning Council members - John Comfort, Ken Graham, John Pitcher, Virginia MacLatchy, Mary Myles, Sabrina Nemis and Kristi Conway

Treasurer – Mark Cuddy

Secretary – Karen Afghan

Co-chair – Dave Gibb

February Meeting

The chair welcomed new members to Council and outlined the roles played by the Governing Body. They include: spiritual interests of the congregation, oversight of the finances and review proposals from committees and task groups.

The Council meets monthly except for the Summer months. Procedures for the council meetings were outlined.

Solar Eclipse: A community event to view the April solar eclipse as presented by Cathy Mackay was approved.

Faithful Footprints: Mary Myles and Virginia MacLatchy presented a Faithful Footprints update focussing on the proposed heat pumps

Trinity's Greening Sacred Spaces Certification was discussed.

Justice Committee outlined the theme for 2024 – 'A Christian Response to Climate Change; Maintaining Hope through Action'.

Grant Gilliland received Council approval to host a used bicycle sale in the spring as a fundraising event

The Sustainability Committee reported that it has received 49 on-line survey responders.

March Meeting

Council approved an updated **Building Use Policy** as presented by Mike Velichka.

Council noted receiving an \$8000 bequest for the estate of Norma Jones.

Earth Week Update (April 21-28) – United Churches are encouraged to ‘pray, learn and act’ for the love of creation. Possible Trinity activities will be advertised on EOORC and in Life and Work.

Virginia MacLatchy reported on the need to publicize our Greening activities as is required for our Faithful Footprints grant. Ideas were identified.

A second Sustainability meeting is planned for May 11, 2024.

The Outreach Committee identified three projects for 2024 – Reach Out to Women, Reach Out to Men and Festival of Sharing.

Warming Site – Council approved a motion that city of Ottawa staff be invited to present the concept of an overnight respite centre at Trinity for the Fall.

Camp Awesome – EOORC has approached Trinity to host this Christian day camp. Council agreed that Trinity does not have adequate resources to facilitate this program.

Pastor Junior introduced a ‘Come and Engage’ session for any Trinity members who would like to meet with him.

April Meeting

Financial Report: Mark provided updates. There is a predicted \$12 000 deficit, which is offset by an \$8 000 bequest from the Norma Jones estate. Revenues are a little bit ahead. We are starting to leverage earnings from investments rather than reinvesting these earnings.

Although revenues are relatively strong, our expenses are beyond our revenue. Salaries and building costs are our major expenses, although we are realizing some savings with respect to the building. Hydro and fuel bills are less than prior to the installation of the heat pump and insurance costs are down after joining national insurance policy.

Pam Sheehan reported on the potential Warming Centre at Trinity. She shared details of the program as currently designed. Pam to contact Kale Brown to invite him to attend council meeting Tuesday May 28.

Council discussed the possibility of purchasing a defibrillator. It was suggested that the Property Committee take the lead.

Courtney and Mike have needed to attend medical appointments and adapt to a new medication regime. Dave wanted council to be aware and suggested we consider how we can support her and our expectations of her work in the immediate timeframe. M&P is helping Courtney establish a more regular attendance in the office next week.

May Meeting

Trinity as a Warming Centre: Kale Brown, Manager of Homeless Systems and Operations for the City of Ottawa, joined our meeting. The City is looking to lease/enter occupancy agreements for temporary shelter overflow. The Salvation Army is the outreach service provider and has a van which would bring people from permanent shelters to these temporary overflow sites. Overnight respite sites have the clients leave the site during the day and the site is cleaned in the morning. He provided full details for Council's consideration.

Helen Barkley reported on EOORC meetings and their structure. The Eastern Ontario Outouais Regional Council has replaced presbyteries and supports greater than 200 parishes and runs from the Ottawa Valley in the north to the St Lawrence River in the South. The regional council includes; The Office of Vocation (accredits personnel who wish to join the ministry and supports ministry personel) Pastoral Relations (search, selection of ministry personnel for communities of faith), Stewardship and Gifts, YAYA (youth and young adults, organizes Camp Awesome, Open Table, (international trips) and Visioning Support. 8

Chris Humphrey reported to council that there is soon to be a problem with our garbage. The City of Ottawa will be limiting us to 3 containers of garbage starting in the September. There are routinely 16 bags of garbage to put to curb each week. Someone needs to speak with all user groups about cleaning recycling and streaming of garbage. Chris offered to be part of the group to do this education.

It was suggested that rentals could be increased with the serving of alcohol in the church. This topic has come up many times in the past, most recently it was decided it was more important to provide a safe space for those with alcohol and addiction issues. If we are to become a warming centre, perhaps there should be congruence between the City policy and the church policy.

The sustainability survey has concluded. At least 50 responses have been received.

September 3rd Meeting

This **special meeting** was called to address the hiring of Rev. Wayne Menard as our interim transitional minister. Whit Strong, our regional resource, is strongly recommending Trinity consider Wayne Menard as interim minister –

According to the United Church Manual an interim transitional ministry is an opportunity for a community of faith to take an intentional time out to seek spiritual and organizational renewal, to rediscover its identity and to revitalize its mission.

Interim ministry assists with transitions of all kinds. Some of the primary ones are:

- disagreements and tension that are blocking a community of faith's life and effectiveness
- serious trauma such as sexual or financial misconduct
- the departure of a long-tenured (10+ years) minister or the death of a minister
- inadequate finances for the community of faith's life and mission
- major changes in the demographics of the community of faith or its surrounding community
- the desire of a community of faith to rediscover its identity and mission or to move in a new direction in its ministry.

Trained ministry personnel will lead the community of faith through its feelings of anxiety, struggle, pain, and grief to a place of healing and readiness for the next stages.

After this Dave led a round table, asking for the impressions of each Council member:

Voting is not required as this is an appointment by the region. Council gets to say we either agree or do not agree. .Council reached on consensus that we agree to this appointment.

September Meeting

Warming Centre: Motion to ‘agree in principle, upon a request of the city, to use the basement of our church as needed for an overnight warming centre for our homeless population’ Carried.

Motion

‘Council, as needed, delegate to Chair of Council & Chair of the Property Committee the power to negotiate the details of the agreement between our church and representatives from the City of Ottawa’. Carried.

Communication Team: Jennifer Grant as chair of M&P advised Council Co-Chair that Courtney would like to have a small committee/team to assess our internal communication strategies.

Sustainability Committee: Since the spring sustainability has been working on updating and revision of mission statement. The work started at workshop in April, continued with survey in May. The intention is present the draft at the next Congregational Meeting for approval.

New Roles and Vacancies: Mike Velichka will be chair of Property. We have a new cleaner, Daniel. Helen Shaw is looking for an archivist. Dave Gibb will be completing his role as co-chair in February 2025. Currently, no one has shown an interest in the co-chair role. This leaves council with a dilemma of how to address this issue, rotating chair vs 1-2 chair people.

November Meeting

Warming Centre: The city is evaluating their respite bed situation.

Sustainability Committee: The sustainability committee met recently and is working to plan a congregational workshop January 19, 2025, with a format similar to that used in April. The purpose will be to look at the mission statements and start looking at actions.

Collaboration Efforts: Britannia United and Woodroffe United are looking at the opportunities to collaborate as west end churches. They are proposing a meeting of representatives from each church. A meeting of all interested congregant is scheduled for Sunday January 26, 2025. Ian MacKay, Dave Gibb and Laurie McKnight are interested in attending the organizational meeting.

Donna Hawkes Employment: Donna has agreed to become a part time continuous employee of Trinity United. She will be paid according to the salary table of the Royal College of Organists based on her education and experience.

Green Team Update: Trinity has achieved Deep Green Certification. The heat pump fund is close to its goal

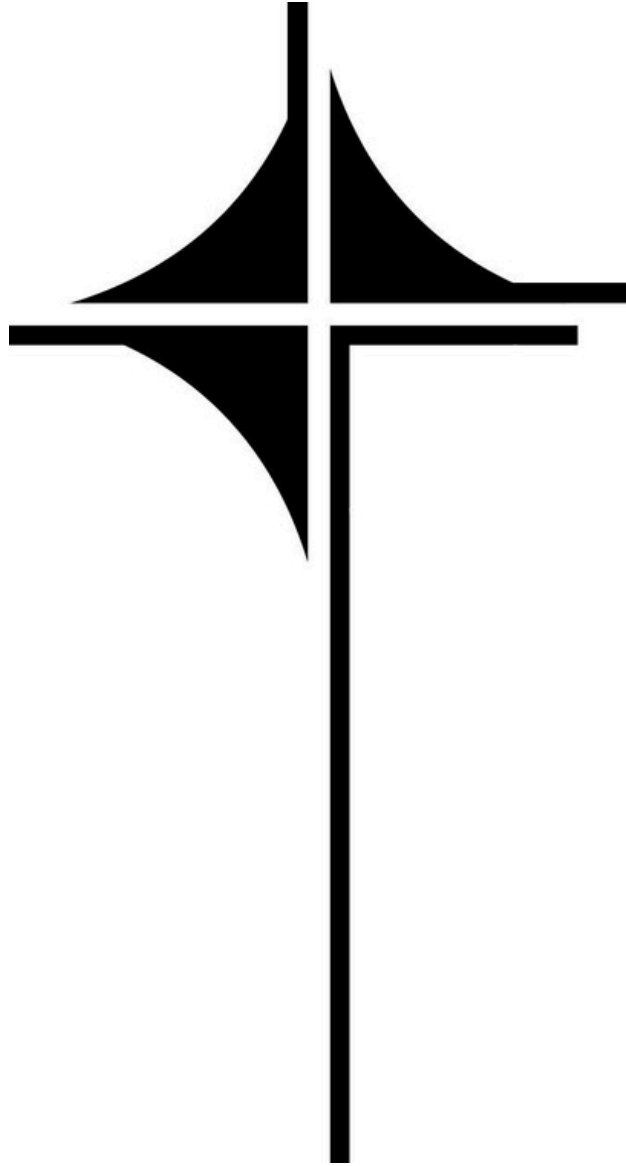
Refugee Update: At the annual ACM in February 2023 a motion was passed “that the congregation agree that Trinity church apply to sponsor one or two LGBTIQ2S+ refugees and undertake fundraising to provide the necessary financial support for one year”. We raised \$21,613, which is the current amount in the Refugee Fund. Hope and Beth are the candidates.

Listening Circle: Wayne is planning a listening circle as a part of our healing process.

Treasurer’s Update: Revenue is \$5000 more than anticipated (bazaar, rental revenue and givings). The Investment Committee is withdrawing investment income on a monthly basis to provide operating stability. Expenditures are expected to be lower than budgeted – resulting in a smaller deficit of \$20K rather than \$39K deficit.

Council Membership: Thanks was expressed to Kristi for 6 years on council. The main role to fill is that of chair/co-chair. Karen is completing her first term on council in February 2025, she will stay on for a second term and as secretary, unless someone else wishes this role. Karen offered to support anyone who wanted try chairing council. Perry will continue to participate in council from Victoria.

~ Submitted by David Gibb, Chair of Council



Worship & Spiritual Practice

Worship Committee

The Worship Committee (WC) is responsible for arranging and providing worship services and sacraments for the congregation. Meetings are held in the church on the 2nd Wednesday of every month. Feedback regarding the services is welcome and we try to keep the congregation up to date on significant changes.

In January 2024, we (John Comfort and Rosemary Gibb) volunteered to co-chair WC. The other members at that time were Pastor Junior Smith, Donna Hawkes (music director), Courtney Sladden (office administrator), Kathryn Holman, Lynne Vail, and Liz Harper (secretary). Sheila Meggs resigned from WC but since September has volunteered to coordinate readers for Sunday services, as she used to do.

By December, Pastor Smith had just completed 4 months as minister of Trinity. It became apparent that he and Trinity were, unfortunately, not a successful fit. The result was Pastor Smith's resignation, which took effect August 31, 2024. Whit Strong, from Regional Council, recommended an interim minister for us, Rev. Wayne Menard, to help in our search for a permanent full time minister.

Rev. Wayne stepped into this role in September, 2024 with a theology and personality that continues to please us. We are delighted that his contract will be renewed for at least another year.

Between January and August, while Pastor Smith was still with us, there were a number of special services:

February was Black History Month with interesting guest speakers.

March 28 - Maundy Thursday - Kitchissippi invited Trinity to attend their Ash Wednesday and Maundy Thursday services, with dinner at 6 and the service to follow at 7:00 p.m.

March 31 - Easter Sunday

Covering for Pastor Smith in April and May were:

April 14 – Rev. Ruth Sword

April 21 – Earth Day Service presented by the Social Justice Committee

April 28 – Dr. Heatherington

May 5 – Rev. Laurie McKnight

May 12 - Trinity Jubilee Foundation

May 19 – Rev. Anne Montgomery

May 26 – Kathryn Holman

All four weeks of **June** were PRIDE themed.

Trinity held services in July under Pastor Smith's direction and Kitchissippi UC was invited. Trinity was open but held no services in August Our congregation was invited to attend the Kitchissippi services.

We enjoyed the lovely music of the Cantiamo Girls Choir on Feb. 25, April 28 and November 24.

September 8 – Kathryn Holman led the service, with a welcome back and team building theme.

September 15 - Rosemary Gibb introduced Rev. Wayne Menard to the congregation. Rev. Wayne and his wife, Marie, charmed us and were warmly welcomed.

The speaker that day was Raphael Amato with the message "Befriending the Other". Rev. Wayne participated in that service as well as the rest of the September services.

Linda Hearty presented a short video on Homelessness on behalf of the Social Justice Committee.

September 22 – Meditation Service, led by Robert Taylor, Jodie Francis, and Jo Ann Simpson, resulting in a weekly "moment of quiet meditation" following the Announcements.

September 29 – Kathryn Fournier (former Trinity member) gave a Truth and Reconciliation reflection.

October 6 – Rev. Wayne gave his first reflection, with the attention-getting title: "Was Jesus Progressive?"

December 8 – choir cantata – The Heart of Christmas – by Pepper Choplin

December 15 - Bassoon (Jo Ann Simpson) and piano (Donna Hawkes) duet by Antonio Vivaldi

December 22 – the very professional Harea String Quartet performed

December 24 - Christmas Eve - held at 7 pm with candle lighting – Soloist Noemi Parenteau-Comfort blessed us with “O Holy Night”. Also we were treated to a flute and piano duet courtesy of Rev. Wayne and Donna Hawkes. Lovely.

December 29 - “Lessons and Carols” service led by the Worship Committee

Changes were made to update the Affirming Statement and Land Acknowledgement.

Correna McCormick (Child Program Leader) and Wayne are working on a Sunday School program and how it could fit with “All Generations Time”.

Chris Tessier and Courtney Sladden are successfully working to improve the live streaming and the sound system in the Sanctuary. We thank them and also Kyle Conway, Doug Kennedy, Chris Humphrey and Ken Graham for their helpful participation.

Kathryn Holman announced her resignation from the WC after several years. Kathryn, thank you so much for your dedication to this committee. Anyone interested in joining WC is asked to speak to either John or Rosemary.

A number of people have remarked how the services in the last few months are more relaxed, there is laughter, and people seem happy. There is more chatting at coffee time. Rev. Wayne and Marie seem to be having a positive affect. We are glad to have the two of you on board the Ark.

~ Submitted by Rosemary Gibb and John Comfort

Christian Development Committee

A Christian Development (CD) Committee is meant to support the faith experience of the whole congregation by offering programs and activities that encourage people of all ages to pursue lifelong learning, inquiry, faith exploration and community connection.

This committee is not currently active.

Correna McCormick is working with the Worship Committee. She oversees our programming for children.

No adult CD programs were held in the spring.

In the autumn, with the support of Rev. Wayne Menard, Jennifer Grant and Arlene Smith led a 3-week Supper and Study session on the book *Freeing Jesus: Rediscovering Jesus as Friend, Teacher, Savior, Lord, Way, and Presence* by Diana Butler Bass.

Men's Breakfast, under the leadership of John Comfort, continued to meet regularly, sometimes in person.

~ submitted by Arlene Smith

Music Director's Report



Donna Hawkes, Music Director

2024 has been a very busy year musically at Trinity.

Our Trinity choir has met regularly in the Friendship Room on Thursday evenings to practice special music and hymns for our Sunday services and to enjoy the fellowship and spiritual connection of singing together as a choir. During the year we prepared music to celebrate Black History Month, Lent, Easter, and Pride Month. We also prepared special music for Earth Day and other services led by various groups within the church. Returning in the fall, we focused on music for Thanksgiving, Advent, and Christmas.

Trinity is blessed with a beautiful three manual organ. In February the Ottawa chapter of the RCCO held its monthly meeting at Trinity. The organ was on display and attendees were invited to play the organ and share pieces they would be featuring during Lent and Easter. The organ and its capabilities made a wonderful impression on members and this resulted in the concert arm of the RCCO booking Trinity for the November Concert of its 2024-2025 Pro Organa series. Organist Joshua Zentner-Barrett and cellist Raphael Weinroth - Browne presented a wonderful concert with encores and standing ovations. There were more than 90 attendees from all the organ and cello community from over the city.

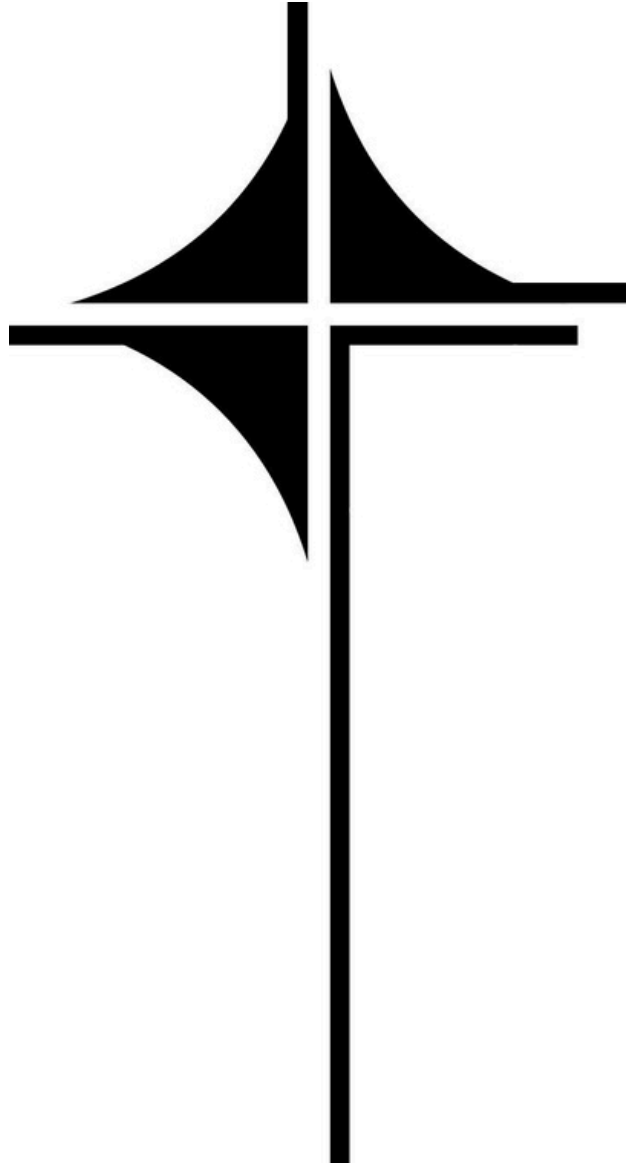
Trinity has always valued having a lively and energetic music presence. The pandemic certainly slowed things down for a while but now the time is right to be vibrant and exciting again. It has been a joy to welcome back musicians within our church community and invite newcomers to join us in sharing their talents. I would like to extend a special thank you to Kathryn and Ken Holman, Jo Ann Simpson bassoon, Ioan Harea and his String Quartet, Jackie Hawley as conductor and artistic director of Cantiamo Choirs, and Noémi Parenteau-Comfort, vocalist for sharing their gifts in 2024.

In 2025 we are planning to continue to grow our music program by offering music which is both worshipful and meaningful to our congregation and our larger community. We want to be a centre of musical excellence in Ottawa's West End.

Please help our music programme to flourish.

Sincerely,

Donna



Caring & Connecting

Visiting Care Team

By the close of the year, our Visiting Care Team, formerly known as Pastoral Care Team, has been a dedicated group of volunteers committed to the well-being of our congregation.

The team members were Rev. Wayne Menard, Sylvia Barrow, Nancy Bandoro, Janet Burrill, Shirley Forrester, Derek Kitchen, Ruth Knapp, Mary MacDonald, Sheila Rogers, Helen Shaw and Shirley Trott.

We wish to express our gratitude to **Eleanor McLeod**, a long-standing and dedicated member of our team, for her invaluable contributions. Eleanor stepped down in 2024.

A heartfelt thank you to **Shirley Trott** and **Shirley Forrester** for their many years of dedicated service in organizing the VCT assisting with funeral receptions at Trinity. Near the end of 2024, the VCT decided to transition the responsibility of coordinating funeral receptions at our church to **Jennifer Grant**. Her group will fall under the VCT. We appreciate Jennifer taking on this important role and wish her every success in this new endeavor.

Our Activities during 2024 included:

- Making phone calls or visits to those who are unwell, shut-in or in hospital.
- Sending cards to the unwell or families in bereavement.
- Sending birthday cards, on behalf of the congregation, to Trinity members aged 90 or above. Please keep us informed of additional names to be included in our list!
- Marking 19 Years of the "Time of Remembrance". On Oct 27, 2024, we observed our 19th annual "Time of Remembrance" during our regular service. As part of this tradition, five names were read aloud, with additional remembrances shared by the congregation. Candles were lit to honor their memory and show our support for their families, creating a meaningful and reflective moment for all in attendance.

We would like to express our gratitude to **Pastor Junior**, who supported our team during the initial half of the year, and to extend a warm welcome to **Rev. Wayne Menard**, who is now supporting our team.

A special acknowledgement goes to **Courtney Sladden** for her invaluable contributions to keeping us well-informed and supporting our pastoral care efforts. Courtney's exceptional work on the new VCT brochures, was truly remarkable. We also wish to express our deep appreciation to all members of the congregation who contribute in countless ways to the vital work of the Visiting Care Team.

New Members are most welcome to join our efforts in supporting the well-being of our congregation!

Sincerely,
Nancy Bandoro and Shirley Forrester on behalf of the Visiting Care Team

Trinity PRIDE Group

Trinity Pride has an active Facebook page where we keep up with topics important to the LGBTQ2IA Community and allies.

In June we collaborated with Pastor Junior Smith to provide a series of Pride themed services with invited guest speakers. Thanks also to worship and music who helped with this special focus.

In August, some of us visited Kanata United Church for their successful Pride picnic in conjunction with Centre 33, an LGBT youth centre at KUC.

This past year, Trinity was the recipient of many book donations for the Jean Dean Collection. This multi generational LGBTQ2IA library is well used, and has expanded to the point where we will need additional shelves in the year ahead.

We have also been working with justice on the refugee committee to bring 2 LGBT newcomers to Ottawa.

Thanks to all who have participated in these activities in 2024!

Men's Breakfast Group

It is with pleasure that I share with our congregation about the pleasure that a group of us, many retired, have when we gather together. We share a scripture reading and enjoy the company and fellowship that comes with a group of fellas who simply enjoy connecting and sharing the experiences of being at Trinity and being engaged in our community in Ottawa. We have welcomed a few new faces in the past year and at times in 2024 we easily reach 8-10 of us at each gathering. Summerhays is a central location and there is a desire on our part to not only meet but also reach out and respond to volunteer opportunities where they are needed. We contribute regularly to the Caldwell Food Bank and enjoy offering the Christmas Tree that is a focus for the Christmas Season.

There is a desire to continue to find new ways to reach out to other members of the church community and the wider community.

It is truly a blessing to be a part of this group.

~ submitted by John Comfort

Trinity Topics

Trinity Topics communicates the plans and activities of Trinity groups and individuals and shares inspirational messages with our readers.

- Jean Meldrum is the contact person who puts out the call for submissions, receives them and compiles them.
- Arlene and Donald Smith edit the material and prepare the layout.
- Courtney Sladden uploads the web version to the website, prints the paper copies and distributes the electronic copy.

In 2024 the newsletter was produced three times: February, May and October.

We distribute electronic 156 copies to all those who receive Trinity emails and mail copies to 3 people who are unable to receive it by email.

~ submitted by Arlene Smith

Social Media & Communications

In 2024 we have continued to work on and improve our communications at Trinity.

Our Audio-Visual Team (A/V Team) consisting of Doug Kennedy, Chris Humphrey and Ken Graham have worked diligently to improve the sound quality within the sanctuary for both in-person and livestreaming services. We have purchased new microphones which have greatly improved the sound quality.

Our Tech Team of Chris Tessier and Kyle Conway coordinate the livestreaming portion of our service every Sunday. Chris has made great efforts to learn more about our livestreaming technology and has made many improvements to the experience we get both in the sanctuary and at home.

Courtney Sladden our office administrator has worked on our website over the past year making any changes that are needed, and is always learning new ways to improve the site to provide information to our congregation. We now have a news section for all of the current happenings at the church right on the website. There is also a section for community events, and all of our various calendars can be found on the website as well. Other offerings on the website include the weekly bulletin, annual reports, and Trinity Topics.

In 2025 we will be looking into more ways to spread our communication to the wider community. A small group may be needed to work together to figure out how to get Trinity United and what we do out to a wider audience.

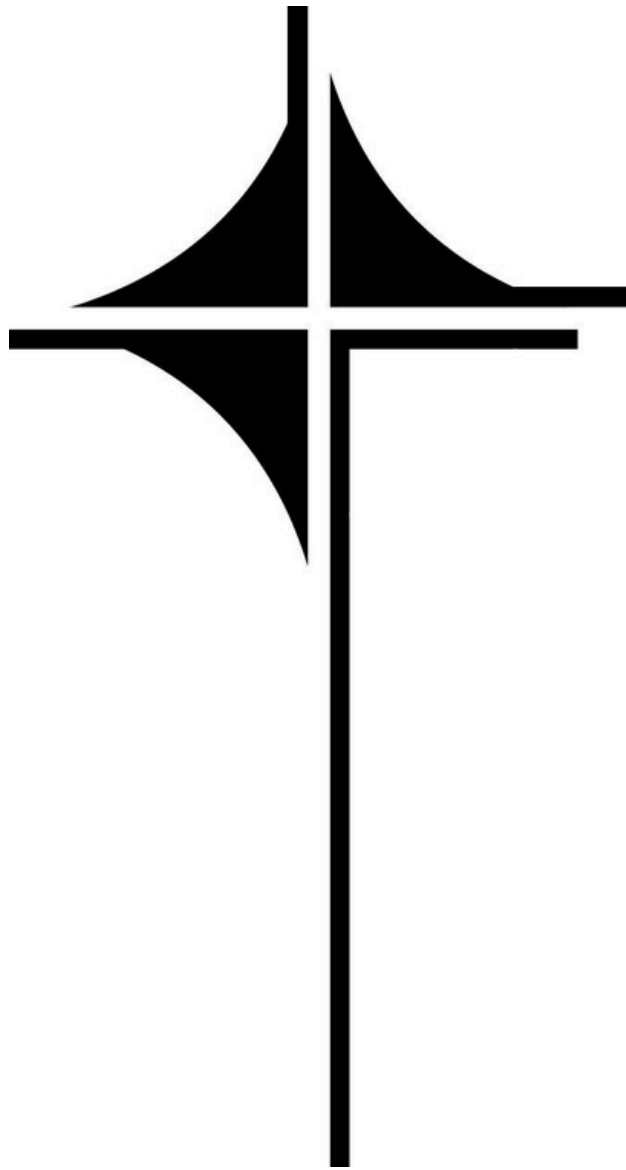
Submitted by Courtney Sladden, Office Administrator

Social media accounts:

Instagram - @trinityunitedottawa

Facebook - Trinity United Church Ottawa or @trinityunitedchurchottawa

Website-www.trinityunitedottawa.ca



Outreach & Justice

Trinity Outreach Committee

The Trinity Outreach Committee's main goal is to provide assistance to local charities. In the last year we were able to support the Caldwell Family Centre. We also got involved with the Pause Table at Carleton University.

Members: Valerie Mullen (co-chair), Jean Meldrum (co-chair & treasurer), Janice Stonehouse, Sari Velichka, Carol Godin-Mutter and Carolyn Irwin

Caldwell Family Centre: Financial assistance is given every month to the Caldwell Food Bank. Huge shout out to Harold Sheehan for collecting and delivering extra supplies such as diapers and hygiene supplies to the food bank. Extra baking was dropped off to the Chaplaincy once a week to help with their breakfast programme..

Festival of Sharing: The congregation was asked to donate money to Trinity to help support the Caldwell Christmas hamper programme. Money donated to Trinity totaled \$3 388.25. This was used to offset the cost of the Christmas food hampers. The Outreach Committee donated \$500 which was used to purchase pies for the hampers.

Reach out to Women The congregation was asked to donate hygiene supplies for women in the spring.. The Outreach committee decorated shoe boxes and filled them with an assortment of items. These boxes were taken to Caldwell to be handed out to the community.

Reach out to Men Hygiene supplies and winter items such as socks, gloves, and toques were collected in the fall. The Committee made up gift boxes with an assortment of items. These boxes were delivered to the Caldwell Family Centre.

Pause Table Carleton University Exam time in April and December gave us an opportunity to support students during a difficult time. Tables were set up with an assortment of food items such as homemade baking, sandwiches, veggies, coffee and juice.

Thank you All of the Outreach programmes are only possible because of our caring congregation that supports reaching out to our community.

TRINITY OUTREACH COMMITTEE
STATEMENT OF RECEIPTS AND DISBURSEMENTS
FOR YEAR ENDED DECEMBER 31, 2024

<u>Receipts</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Actual</u>
Finance Committee	\$11 400.00	\$11 400.00	\$11 400.00
Camp Donations			
Festival of Sharing	3 773.10		3 388.25
		Cheque in Mar.	100.00
FOS (Men's Breakfast)	160.00		
Pause Table			25.00
 TOTAL	 \$15 333.10	 \$11 400.00	 \$14,913.25
 <u>Disbursements</u>			
Caldwell Food Bank	10 800.00	\$10 800.00	\$10 800.00
Festival of Sharing	4 933.10		3 388.25
			500.00
Pause Table			100.00
Multifaith Housing	100.00	100.00	100.00
Bank Charges	78.00		78.00
 TOTAL	 \$15 911.10	 \$10 900.00	 \$14 966.25
Bank Balance January	\$ 1 769.34		\$ 1 769.34
Bank Balance December	\$ 1 191.34		\$ 1 138.34

Bank Balance Dec. 31 2024 \$1 138.34

Note: Festival of sharing: \$3 388.25 Caldwell Christmas Hampers
500.00 pies for 50 hampers

Submitted by Jean Meldrum (Treasurer of Trinity Outreach)

Trinity Justice Committee

In the first half of the year, we continued our focus on climate anxiety, with our theme of ‘A Christian Response to Climate Change: Maintaining Hope through Action’.

In late March, about 40 people, including members of the public, attended our Zoom panel discussion ‘Climate Change: What can you do?’. Our guest speakers included a Conservation Biologist from Carleton University, the founder of the Little Forests project, Kingston, and two members of the congregation. Jenni Velichka, a biologist, provided her perspective as a young person, on what we should do about climate change. Chris Humphrey shared some of the things he has done to reduce his carbon footprint during his 80+ years.

TJC planned and conducted the service on April 21st, Earth Day Sunday. Several committee members participated including Rev. Laurie McKnight who provided a message of both lament and hope as well as a call to action. Also a petition which focused on the need to redirect government subsidies from fossil fuels to sustainable energies such as wind and was circulated and signed by (41) congregation attendees.

A soup luncheon provided by committee members after the service was well attended. It was followed by a TED talk, “What does Christianity Have to Say about the Environment?” by Rev. Rowan Williams as well as a presentation on plastics in the ocean and their effect on our environment, by Trinity member Dr. Jenn MacLatchy. Chris Humphrey then reflected on the many changes he has observed during his more than eighty years and described his efforts over the years to reduce his carbon footprint.

We donated several books on Climate Anxiety and Active Hope to the library which allowed people to explore this issue in more depth.

At our June meeting, Virginia MacLatchy announced that she would take a “well-deserved” rest after many years of leading the Church In Society/Trinity Justice Committee as Chair. While staying on as a Committee Member, we can only say a humble thank you to Virginia for leading the charge to bring social justice issues and projects to the forefront of our congregation! Pam Sheehan and Linda Hearty will fill the role as Co-Chairs for a planned two-year term. Also of note was a document summary produced over the summer entitled “History of the Trinity United Justice Committee 1990-2023.” This was made available

online and to the congregation, summarizing the legacy and proud history of Trinity's justice work over the decades, addressing many of Canada and the world's social justice issues and concerns. The History now remains as a permanent feature on our Trinity United website.

In September, having sent out a survey over the summer to the congregation to request suggestions on social justice issues that our Committee could consider, it was decided, based on this input, to address the Homelessness Crisis that has only reached greater levels in the past two years. Trinity has offered the City of Ottawa to use our building as a "warming centre", an overnight accommodation for those seeking shelter. The offer of this initiative was approved by our Council and therefore our proposed theme seemed appropriate, to initiate action and education on the crisis, within our congregation. Several educational information opportunities have taken place over the Fall months, such as a guest, Allison Hewitt (a Primary Care Nurse in geriatric outreach at the Centretown Community Health Centre) at our October meeting who provided information on the homeless and vulnerably housed, now in crisis.

In December, the Committee again hosted a Write for Rights event, in support of Amnesty International's world-wide annual initiative. We were pleased that 80 letters were written and mailed addressing the human rights violations or imprisonment of those who may have only spoken out against their government or protested their policies which violated human rights. December also included a video during a Trinity service, on a province-wide initiative brought forward by several "big-city" mayors to lobby the government for funding for affordable housing, to address the homelessness crisis. Again, a letter was signed by (60) congregation attendees to further action on this and sent to local and provincial government representatives.

At this time our project focus for 2025 remains on the Homelessness crisis with a planned service in February. Our lobby bulletin board and weekly E-Blast educational "factoids" will continue to keep all informed on social justice into the new year!

Respectfully Submitted,

Virginia MacLatchy, Pam Sheehan, Linda Hearty



Green Team

In 2024, the Green Team completed major ongoing projects.

In November 2023, our Church Council decided to go ahead with the installation of the two heat pumps needed to heat the sanctuary. While we had a grant to cover the cost of one of these, an anticipated grant for the second one did not come through. Accordingly, in January 2024 we launched a fundraising campaign to cover the cost of this last heat pump. As of the end of December, we were about \$2,200 short of our goal, and didn't need to use most of the \$7,000 that had been budgeted for a shortfall.

These final two of our five heat pumps were installed in early March, with the result that our heating system was totally off fossil fuels. The cooling function of our heat pumps was very welcome when we hosted the EOORC AGM during hot weather at the end of May. As we are currently in our first full winter with the whole building being heated by renewable energy, we are testing the limits of the heat pumps and determining when we need to supplement with electric heaters in the sanctuary.

When we launched the Green Team in 2018 to pursue ways that the church could reduce its carbon footprint and be more environmentally friendly, we began the Greening Sacred Spaces Green Certification Program as a guide and challenge. We completed the first level, Light Green, fairly quickly based primarily on things we had already been doing. We achieved the Medium Green in 2019 and had nearly completed the final level, the Deep Green, before COVID hit. We were unable to complete a couple of key initiatives as a result.

Following the installation of our heat pumps, we completed more initiatives including meeting with our MP about a couple of key concerns. We achieved the Deep Green level by September and anticipate that the certificate will be presented in a service focused on Caring for Creation at the end of January 2025.

As the first United Church in Ottawa proper to have converted totally to heat pumps, we have had an opportunity to share our experience with others. During Earth Week, we offered two public tours of our installation. We met with officials of another church who wanted guidance in the process.

We were very pleased that the Oct/Nov edition of Broadview magazine included an article about our achievement. Since then, we have had requests for advice from United Churches in Ottawa as well as outside of Ottawa.

Members of the Green Team: Chris Humphrey, Mike Velichka, Mary Myles, Virginia MacLatchy (Chair)

Submitted by: Virginia MacLatchy



Earth Day Service, 2024
Pictured: Chris Humphrey, Mike Velichka

Refugee Committee

Trinity continued to work with Capital Rainbow Refuge (CRR) on our application to sponsor a transgender refugee, “Hope”, from East Africa. We are hopeful that this application and a supplementary one will be submitted early in the new year. It could be a couple of years before she might arrive.

In the fall, CRR invited us to sponsor an additional refugee, “Beth”, also from Africa, through a different pathway. Since the motion passed at our Annual Congregational meeting in February 2023 approved our sponsorship of one or two refugees, we decided to proceed with this opportunity. We have been working on Beth’s application with CRR and hope that it will also be submitted early in the new year. It is possible that she could arrive in 2025.

When we began our fundraising in February 2023, our goal was based on supporting one refugee for one year. We have now also committed to supporting Beth for one or possibly two years to ensure her successful settlement. While Federal Government grants and some funding from CRR will help fund our sponsorships, the amount we’ve already raised will need to be supplemented by additional fundraising prior to the arrival of a refugee, probably in 2025.

While we wait for these applications to be submitted and to work their way through the approval process, we continue to support Hope and Beth through frequent chats on WhatsApp. Several members of the committee also personally provide some monthly financial support.

Both Hope and Beth are very appreciative of our support and of the hope for a better, more authentic life that our sponsorship has given them. They both feel more confident and have been taking initiatives to enhance their successful settlement in Canada.

Members: Mike Velichka (Co-Chair), Jenni Velichka, Nancy and Dono Bandoro, Pam Sheehan (Co-Chair), Harold Sheehan, Ryan Hobbs, Derek Kitchen, John Pitcher, Grant Guilliland, Rev. Laurie McKnight, Linda Hearty, Jordan Christensen, Carson Cooper, Virginia MacLatchy (past Co-Chair).

Submitted by: Virginia MacLatchy

Mission & Service Fund

A meaningful life is not about being rich, being popular, or being perfect. It is about being real, being humble, being able to share ourselves and touch the lives of others

Author unknown

For decades the Mission and Service Fund has been our pathway to help others outside our doors in Canada and throughout the world. Like most other charities in these days of economic challenges for families, donations have decreased.

Despite this, in 2024 Trinity donated \$24,609.44 which is \$1609.44 over the \$23,000 budgeted amount. In our churches “hay day” we were able to forward approximately \$60,000. Times do change, having lost many of our dear and committed donors.

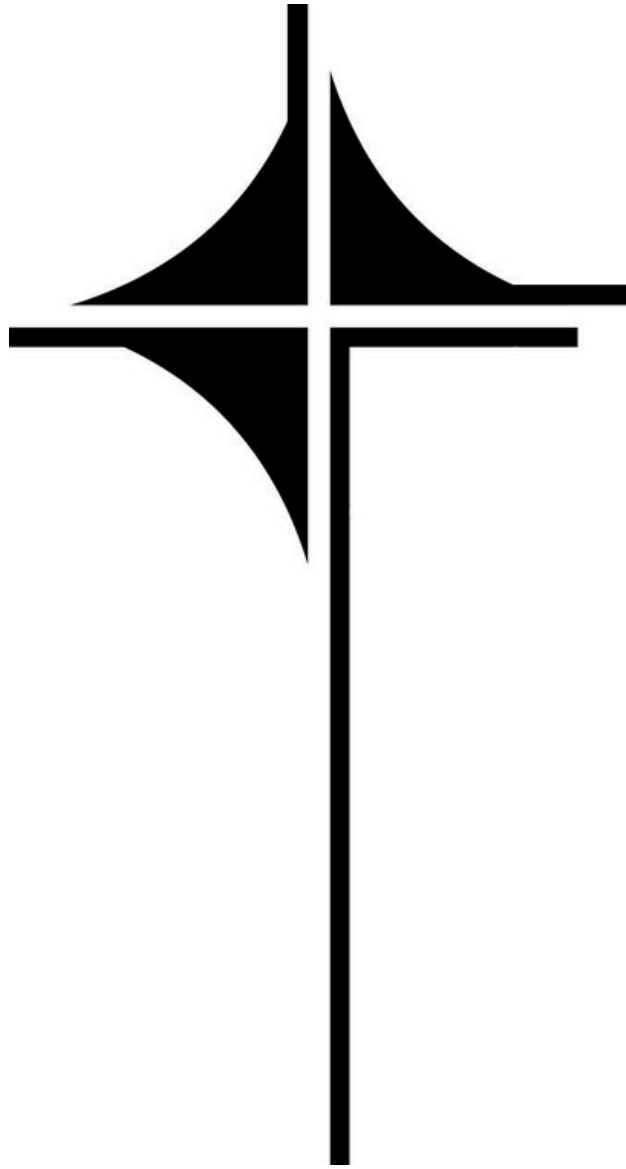
52 of our members have switched to PAR as a way of contributing to our church. Only 23 of those designate any amount for the M&S fund. Please consider in 2025 updating your PAR contribution to include this important work of our church. This can be done through Ian MacKay, Envelope Secretary envelopesecretary@trinityunitedottawa.ca.

After many years of being the M&S Representative at Trinity, I believe I have found an enthusiastic person to take over this role. It has been a privilege to have served in this way with the help and support of wonderful people here in our church family.

Sincerely,

Pam Sheehan.

M&S Representative



Governance & Property

Trinity Property Committee

The Property Committee is responsible for ensuring the maintenance of the church building and grounds, coordinating timely repairs, monitoring utilities, making recommendations for improvements and ensuring the safety and security of the building. In addition, the Property Committee maintains appliances, directs and manages the regular cleaning and upkeep of the church property and contracts snow removal.

The Property Committee makes regular inspections of the church property, both internal and external, including major structural items such as the roof, heating equipment, and parking areas.

The current membership on the Property Committee is comprised of Harold Sheehan, Doug Kennedy, Nancy Bandoro, Irene Savage, Chris Humphrey and Mike Velichka (chair). We thank Harold Sheehan for coming forward to fulfil the chair roll for part of 2024.

Matters dealt with in 2024 include:

- Repainting of parking lot lines and filling of asphalt cracks
- Overseeing installation of heat pump systems in the sanctuary, repair of walls, and painting of duct work
- Maintenance of parking lot entrance doors and installation of new hinges
- General cleaning day in May
- Maintenance of sewers
- Introduction of a pickleball court
- Replacement of the elevator sump pump
- Hiring of a new cleaner
- Coordination of elevator and fire service inspection

Looking to 2025, there are a few notable infrastructure matters that will be addressed.

- The main electrical panel box needs replacement due to corrosion.
- The city of Ottawa requires the installation of one way valves in our domestic water system to prevent contamination of the city water supply.
- There is a sag in the main sewer line within the building that creates blockages. The floor in the furnace room will be opened to explore options.
- Heat pumps require a supplemental source of heat during sustained colder periods. Monitoring for the use of space heaters as a supplement will occur, as a more environmentally friendly option, compared to reverting to the use of the fossil fuel boiler system.

Building Use and Rentals

2024 saw many rental groups return to the building, and we had some interest from new communities as well.

Our returning rentals included:

- Scouts, Cubs, and Ventures
- French and English playgroups
- Cantiamo
- Weight Watchers
- AA
- Pitch Imperfect Singers

Other rentals included birthday parties, meetings, concerts, and other various get togethers. We are looking to increase our role in the community as a place for groups to gather.

In 2024 we began to feature our building use calendar on our website for more visibility of when the building is booked, which has proven to help committees and leaders of activities when planning events.

Mike Velichka has taken on the role of Building Use Coordinator as the request for rentals has drastically increased. This has helped to lighten the workload of the office administrator, as communication and planning with potential and current renters can be time consuming.

Trinity is home to many! We appreciate all of our renters, and those that offer to help with events when needed.

~ Submitted by Courtney Sladden

The Trinity Christmas Bazaar

On Saturday, Nov. 16 Trinity held, yet again, a very successful, well-attended Christmas Bazaar. We offered a wide array of items including crafts, homemade baking, jams and jellies, jewelry, books, toys, boutique items, and Christmas decorations.

The Ark Cafe was a popular spot, serving homemade soup, sandwiches, hot dogs, and sweets.

Thanks to the efforts of 60 volunteers, the Bazaar ran smoothly and was a lot of fun. Special thanks go to the Bazaar convenors, who organized their particular area of responsibility: Jennifer Grant, Dave Gibb, Sheila Rogers, Helen Barkley, Danielle Parenteau-Comfort, Sheila Meggs, Rosemary Gibb, Harold Sheehan, Barb Vincent, Sandy Stalder, Chris Humphrey, Abdul Afghan, John Comfort, Chris Tessier, Jodie Francis, Ian MacKay, Dave Forrester.

We missed the Cuddy family this year who were always very involved in the bazaars. Their daughter, Jennifer, who sold her beautifully photographed greeting cards, passed away shortly before the bazaar, leaving us all shocked and saddened. We will welcome Sally and Mark back to Trinity and always to its future bazaars.

The day of the bazaar, proceeds were \$8459. We held a mini bazaar for the following 2 weeks, offering a shopping opportunity to our congregation on two Sunday mornings and to the weekday renters, especially Weight Watchers, who enthusiastically checked out the merchandise. We sold an additional \$2070 from the mini bazaar, for a total of \$10,529. Well done donators, sellers and shoppers!

Rosemary Gibb and Barbara Vincent
Christmas Bazaar Co-ordinators



Health and Safety

In the province of Ontario, all work places are required to establish an Occupational Health and Safety Committee to ensure the safety of all staff.

Trinity established such a committee in 2014 under the leadership of Chris Humphrey; Dave Gibb is the current supervisor of this safety program.

Every aspect of the physical safety of staff is monitored and corrected whenever an issue is reported. e.g., emergency lighting, stairways, railings, electrical fixtures, storage of hazardous materials. A regular inspection of the entire church is undertaken to ensure that no area is overlooked. Staff and members of the congregation are encouraged to report any problems that they may notice.

Submitted by David Gibb, Health & Safety Supervisor

Ministry and Personnel

On the behalf of the congregation, we would like to heartily thank our staff for the spiritual and practical leadership they provide to support the life and work of Trinity United Church. Much of their work is behind the scenes and unknown to the congregation but vital to our efforts. Each brings their own unique gifts and talents and we thank them for sharing those gifts with us.

The M&P committee relies on the support of our Treasurer, Mark Cuddy, an unofficial partner in our work. Many thanks, Mark, for your practical and insightful assistance with salaries, contracts, payroll, benefits and the personnel budget.

The New Year began with Donna Hawkes becoming our new Music Director on January 2nd. Donna has a long association with Trinity as the daughter of George and Helen Gourley. As of January 2, 2025, Donna is no longer a contract employee but has become a regular employee of Trinity for an indeterminate period.

Rev. Dr. Junior Smith resigned from his Call at Trinity on August 31, 2024. We wish him and his family well in all future endeavours.

Rev. Dr. Wayne Menard came to Trinity as an Intentional Interim Minister on September 18, 2024 for a term of one year or longer, if required. His role as Interim Minister is to help us resolve past issues and prepare us for whatever future we envision for Trinity. We warmly welcome Rev. Wayne and his family.

Courtney Sladden is our Office Administrator, the key to a smooth running operation. Office hours have been altered slightly. While Courtney continues to work from 10-2pm Monday to Friday she will work from home on Mondays and be in the office the remainder of the week.

Correna McCormick continued in her position as our Child Program Leader holding small gatherings for our children on Sunday mornings. Correna has been taken under the wing of the Worship Committee as they work to increase her participation in the Sunday services.

On September 30th, our custodian Sai Tun-Hla resigned his position as custodian following his move to Cornwall. We wish Sai and his family all the best in their new community.

Our new custodian is Daniel Fobi and we extend him a warm welcome as he undertakes his new responsibilities.

We did not hold our annual congregational staff assessments this year. We hope to resume this in the Spring of 2025.

Again, many thanks to our dedicated and generous staff. We could not fulfill the life and work of our congregation without your support.

Derek Kitchen is Rev. Menard's M&P rep.

Arlene Smith is Courtney Sladden's rep.

Kathryn Holman is the rep for Donna Hawkes however will be stepping down from this responsibility. Kathryn brought a great deal of insight and compassion to her role and the committee is appreciative of her support - thank you very much, Kathryn.

Jennifer Grant is the rep for Correna McCormick and Daniel Fobi. She is stepping down from her position as committee chair after three years but will remain on the committee.

The position of Chair is open.

~ Submitted by Jennifer Grant, Kathryn Holman, Derek Kitchen and Arlene Smith

Board of Trustees

On behalf of the congregation, the Board of Trustees holds and administers properties of the congregation as part of the United Church of Canada. It administers the Manse Housing Allowance Fund, in which it holds and invests the capital realized from the sale of the Trinity Manse in 1985. The Board is also responsible for the investment of the donations made to the Memorial Fund. In May 2017, the Church Council approved an Investment Policy which included the creation of an Investment Management Committee (IMC) which is a sub-committee of the Board of Trustees. The IMC reports separately in Trinity's Annual Report.

The Board of Trustees is responsible for ensuring adequate insurance coverage for property, and equipment breakdown and liability.

The insurance appraisal company Normac, has updated the Total Insurable Value of Trinity as of February 24, 2024 at \$5,114,000. The estimated value on February 24, 2025 will be \$5,231,000.

In 2023, United Church of Canada offered to congregations a new insurance plan called UCC Protect to provide more affordable and accessible property and liability insurance coverage. The premium year was changed from June 1 to June 1 to December 1 to December 1, so coverage was phased in accordingly.

Trustee Financial Reports are available in the Financial Section of the Annual Report.

The Board meets three times a year. The members of the Board are Janice Stonehouse, Chair; Murray Sands, Treasurer; Helen Shaw, Secretary, and Sheila McHugh, Member at large.

Janice Stonehouse
Chair, Board of Trustees

TRINITY UNITED CHURCH MANSE HOUSING ALLOWANCE FUND
 STATEMENT of RECEIPTS and DISBURSEMENTS
 For the period January 1 to December 31, 2024

BALANCE OF ALL FUNDS at January 1, 2024 (Bonds at Market Value)		\$263,264.25
	RBC Cash	.52
	Memorial Fund	<u>\$ 173.63</u>
	Total	\$ 263,438.40
 RECEIPTS		
Bond Interest		\$ 7,674.68
Bank Interest		\$.18
Transferred from General Account		\$40,000.00
Matured Home Equity Bank GIC		\$50,000.00
Change in Market Value		\$ 1,585.67
	TOTAL RECEIPTS	\$ 99,260.53
 DISBURSEMENTS		
February 22, 2024	Transferred to General Fund	\$40,559.23
February 22, 2024	Purchased Fairstone Bank GIC	\$52,404.00
	TOTAL DISBURSEMENTS	\$ 92,963.23

RBC INVESTMENT ACCOUNT is made up of the following:

CASH ON DEPOSIT

RBC Active Account	\$ 5,271.20	\$ 5,271.20
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INVESTMENTS

	Market Values	
Home Equity Bank GIC \$50,931 @ 2.53% Due 02/10/2025	52,085.40	
Home Equity Bank GIC \$38,075 @ 3.70% Due 04/13/2026	39,086.23	
Firestone Bank GIC 21,000.00 @5.05 Due 12/04/2026	21,078.45	
Royal Bank of Canada GIC \$41,700 @ 4.60% Due 09/14/2027	42,267.58	
Home Equity Bank GIC \$17,635.00 @ 4.96% Due 12/06/2027	17,697.31	
Firestone Bank GIC \$52,404.00 @4.49 Due 02/14/2028	54,479.72	
	<u>\$ 226,694.69</u>	<u>\$ 226,694.69</u>

TOTAL RECEIPTS		\$ 231,965.89
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Explanations:

The Manse Housing Fund began with a balance of **\$116,739.84** in 1985. Today the value is **\$231,965.89**.

TRINITY UNITED CHURCH MEMORIAL FUND

FUND BALANCE at January 1, 2023		\$ 173.63
RECEIPTS		
April 30	Bank Interest	\$.09
October 31	Bank Interest	<u>\$.09</u>
		\$.18
		\$ 173.63
DISBURSEMENTS		
	Nil	<u>\$.00</u>
	FUND BALANCE	\$ 173.81

FUNDS HELD BY TRUSTEES (Bonds at Market Value)

RBC Dominion Securities		
On Account		\$ 5,271.20
Bonds being held		<u>226,694.69</u>
		\$ 231,965.89
TD Canada Trust		
Memorial Fund		<u>\$ 173.81</u>
TOTAL OF ALL FUNDS HELD BY TRUSTEES - December 31, 2024		\$ 232,139.70

Note: The Investment Committee was established in 2017 and reports to the Trustees. It has submitted its report to Trustees for approval and is found elsewhere in the 2024 Annual Report

Report of the Finance Committee

Finance results are dependent on the effort of a team of individuals that ensure that financial records are prepared with proper accuracy, timeliness and due diligence. In this regard, I would like to express my sincere thanks to the finance team of Courtney Sladden, Helen Shaw and Ian Mackay.

Congregational donations are vital, and as always, deeply appreciated. Thank you for your generosity.

Mark Cuddy

Treasurer

January 20, 2025

Compilation Report

To the Members,
Trinity United Church

I have compiled the Balance Sheet of Trinity United Church as at December 31, 2024 and the Statement of Receipts and Disbursements for the year then ended from information found in the accounts of the Church. I have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of such information.

Mark Cuddy

Treasurer

Ottawa, Ontario

January 23, 2025

2024 Financial Results

Trinity's Local Fund is used to pay our ministers and staff, maintain our church building and grounds, and support the important work that Trinity undertakes, both within our own Trinity family and in the wider community.

At the Annual Congregational Meeting (ACM) in February 2024, Trinity members approved a budget forecasting a deficit of \$39,289. This deficit was primarily due to planned building investments and non-routine repair of the organ, as well as a structural deficit whereby annual revenues were not forecasted to be sufficient to cover ongoing operational costs.

The actual 2024 financial results yielded a **deficit of \$15,766**. The reduced actual deficit was due primarily to the receipt of a bequest and well controlled expenses.

Highlights of the 2024 financial results include the following observations

Revenues

- Congregational givings were less than budget by \$5.9K due to continuing shrinkage in membership; the actual 2023 congregational givings were \$143.3K and the 2024 givings came in at about \$139.1K
- Two Bazaars in 2023 generated \$15.9K revenue, an extra \$2.9K income over a “stretch” budget for this area
- There was limited fundraising for the local fund in 2024, other than the Bazaars; however, there were also significant fundraising initiatives related to the separate reserves set up for the Property Fund (\$14.8K in donations), the Refugee Fund (\$.9K in donations) and the Memorial Fund (\$.8K in donations) not included in local revenue
- Rental income came primarily from the Telus lease (\$22.9K) and the Weight Watchers rental agreement (\$10.2K), and overall revenue in this area came in \$2.1K over the stretch budget goal of \$40K
- Investment income of \$26.1K was primarily derived from income distributions of our investment with Frontier Capital Funds for the full year in 2024

Expenses

- Overall, expenses were less than budget projections with all program areas reporting savings or meeting the budget target
- Payroll expenses were close to budget projections with some savings related to the minister's and custodian's compensation; overall actual payroll costs were significantly higher in 2024 relative to 2023 due to full-time ministerial staff versus some part-time staff in the previous year
- Ongoing operational costs for property were \$7.6K lower than projected due well managed budgets in all categories (i.e. insurance, electricity, fuel, snow removal and repairs and maintenance)
 - Insurance premiums declined in 2024 relative to prior years; in 2023, Trinity joined a self-insurance program sponsored by the United Church of Canada which reduced costs; a rebate for 2023 premiums was also received in 2024, further reducing this year's costs
 - Snow removal costs reflect savings from entering into a contract with a new supplier
 - With the installation of new heat pumps, electricity charges have increased and fuel costs decreased; overall costs for heat, power and water have declined by \$3.3K from 2023 actual costs
 - Repairs and Maintenance did not include big jobs in 2024 but typical ongoing maintenance (elevator, painting, sewer, duct work)
- In 2024, Trinity completed a significant building initiative under the Faithful Footprints program to install heat pumps throughout the building and to undertake a number of energy efficiency upgrades:
 - All aspects of the project were successfully completed in 2024
 - Outside funds of \$110,591 were leveraged in 2023-24 including private donations and grants to successfully complete the work
 - The net expense to Trinity for the total heat pump coverage to include the sanctuary; the 2024 budget included \$7k to cover a possible shortfall of grants and donations against project costs; however, stronger than expected donations reduced net expenses for the year to \$2, 187
 - Considerable positive attention brought to Trinity's leadership in establishing a fossil fuel free building space
 - Significant energy efficient upgrades in lighting and appliances, and insulation were undertaken
- Administration costs were well managed and came in at \$1.9k under the budget projection
- Committee expenses were largely less than budgeted; music expenses included \$2,619 for repairs to the organ beyond normal maintenance; overall music expenses were close to normal budget despite non-routine maintenance due to lower than projected expenditures in routine activities

Trinity's deficit in 2024 reflects a structural imbalance between operational revenues and expenses. Outside of the local fund, donations were significant in supporting the building project and the UCC's Mission & Service program.

On the investment side of things, Trinity has had significant positive results. As at December 31, 2023 Trinity's mutual fund had a value of \$489K, a substantial increase in value over Trinity's investments in the fund of \$272.4K (since September 2017). The market value of investment holdings increased by \$49.9K in 2024 while also providing \$25.2K in revenue distributions reallocated to support Trinity's operations.

Trinity United Church

Balance Sheet

As at December 31, 2024

	2023	2024
ASSETS		
Bank	\$ 40,204.94	\$ 46,006.04
Accounts Receivable	2,287.00	2,767.59
Prepaid Expenses ¹	1,108.68	-
Investments ²	481,161.87	491,016.75
Federal H.S.T. Recoverable	2,970.54	1,284.52
Provincial H.S.T. Recoverable	9,287.68	4,857.55
Total Assets	\$ 537,020.71	\$ 545,932.45
LIABILITIES		
Accounts Payable	\$ 3,146.38	\$ 774.21
Property Fund	21,655.22	-
Memorial Fund	4,491.26	1,960.45
Refugee Fund	21,613.51	22,531.62
Worship Services Fund	598.31	1,061.31
Christian Development Fund	751.91	751.91
	\$ 52,256.59	\$ 27,079.50

	2023	2024
CONGREGATIONAL EQUITY HELD IN LOCAL FUND		
Balance - Beginning of Year	\$ 519,862.52	\$ 484,764.12
Unrealized Gain/(Loss) on Investments ³	19,954.65	49,854.88
Prior Year Adjustments ⁴	-	-
Net Income (Loss) for the Year	(55,053.05)	(15,766.05)
Equity Balance - End of Year	\$ 484,764.12	\$ 518,852.95
Total Liabilities and Equity	\$ 537,020.71	\$ 545,932.45
CONGREGATIONAL EQUITY HELD BY TRUSTEES		
Balance - Beginning of Year	\$ -	\$ -
Equity Allocation	-	-
Balance - End of Year	\$ -	\$ -
Notes:		
¹ In 2023, amount relates to prepaid snow removal		
² Investment account opened in September 2017. Amounts represents market value as at December 31.		
³ Represents the change in market value in investments during fiscal year.		
⁴ Amount relates to revenue and expense adjustments from prior years		

General Fund
Statement of Receipts and Disbursements

For the year ended December 31, 2024

	2023 Actual	2024 Budget	2024 Actual
RECEIPTS			
LOCAL FUND:			
LOCAL - REGULAR	\$ 143,280	\$ 145,000	\$ 139,072
LOCAL - BAZAAR	15,614	13,000	15,936
LOCAL - OTHER REVENUE	339	300	-
LOCAL - OTHER FUNDRAISING	385	3,000	-
BEQUEST INCOME ¹	-	-	8,157
RENTAL INCOME	35,637	40,000	42,078
INVESTMENT INCOME	3,306	24,000	26,124
Total Local Fund Receipts	\$ 198,561	\$ 225,300	\$ 231,367
GOVERNMENT SUBSIDIES	-	-	-
Flow-through Revenue			
MISSION AND SERVICE FUND	\$ 22,760	\$ 23,000	\$ 24,609
DONATIONS FOR SPECIAL PURPOSES ²	3,873	4,000	3,513
TOTAL RECEIPTS	\$ 225,194	\$ 252,300	\$ 259,489
EXPENDITURES			
LOCAL FUND:			
SALARIES/CONTRACTS AND ALLOWANCES	\$ 125,134	\$ 171,107	\$ 165,414
PREMISES	89,396	50,400	42,799
ADMINISTRATION	9,761	10,020	8,143
PROGRAM COMMITTEES AND OTHER	17,923	21,662	19,377
LOCAL OUTREACH	11,400	11,400	11,400
Total Local Fund Expenditures	\$ 253,614	\$ 264,589	\$ 247,133
Flow-through Expenditures			
MISSION AND SERVICE FUND	\$ 22,760	\$ 23,000	\$ 24,609
DONATIONS FOR SPECIAL PURPOSES ²	3,873	4,000	3,513
TOTAL DISBURSEMENTS	\$ 280,247	\$ 291,589	\$ 275,255
SURPLUS (DEFICIT)	\$ (55,053)	\$ (39,289)	\$ (15,766)

¹ In 2024, a bequest was gratefully received from the estate of Norma Jones

² See separate schedule for description of special donations received and disbursed

Schedule of Donations for Special Purposes

For the year ended December 31, 2024

	2023	2024
Festival Of Sharing	\$ 3,873.10	\$ 3,488.25
Other	-	\$ 25.00
Total	\$ 3,873.10	\$ 3,513.25

Schedule of Funds

For the year ended December 31, 2024

	Mission & Service Fund	Refugee Fund	Memorial Fund	Property Fund ¹	Christian Development ²	Worship Services ³
Balance Jan 1, 2024	\$ -	\$ 21,613.51	\$ 4,491.26	\$ 21,655.22	\$ 751.91	\$ 598.31
Receipts:						
Transfers from Trustees/UCC	-	-	-	-	-	-
Donations	24,609.44	918.11	768.44	14,785.85	-	1,337.00
Grants	-	-	-	-	-	-
	<u>24,609.44</u>	<u>22,531.62</u>	<u>5,259.70</u>	<u>36,441.07</u>	<u>751.91</u>	<u>1,935.31</u>
Disbursements:						
Transfers to Trustees/UCC	-	-	-	-	-	-
Expenditures	24,609.44	-	3,299.25	36,441.07	-	874.00
	<u>24,609.44</u>	<u>-</u>	<u>3,299.25</u>	<u>36,441.07</u>	<u>-</u>	<u>874.00</u>
Balance Dec 31, 2024	\$ -	\$ 22,531.62	\$ 1,960.45	\$ -	\$ 751.91	\$ 1,061.31

¹Property Fund donations were employed to offset costs associated with the installation of heat pumps

²Net proceeds of 2020 fundraiser of the sale of wax candles held in reserve for future CD initiatives

³Flower arrangement donations offset by cost of flowers - fund available to pay for future flower purchases

Schedule of Local - Other Revenue

For the year ended December 31, 2024		
	2023	2024
Bazaar	\$ 15,614.25	\$ 15,936.12
Interest & Dividend	3,305.81	26,124.15
Insurance Claim	339.66	-
Fundraising Initiatives	384.82	-
	\$ 19,644.54	\$ 42,060.27

Schedule of Disbursements

For the year ended December 31, 2024

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Actual</u>
SALARIES	\$ 104,622	\$ 138,750	\$ 134,447
PENSIONS AND BENEFITS	15,470	26,517	25,401
CAR AND BOOK ALLOWANCE	1,028	1,200	1,166
CONTINUING EDUCATION	990	2,390	1,758
PULPIT SUPPLY	3,024	2,250	2,642
Salaries and Allowances	\$ 125,134	\$ 171,107	\$ 165,414
PREMISES:			
INSURANCE	14,849	\$ 11,200	9,159
SNOW REMOVAL	10,644	6,700	6,763
ELECTRICITY	6,126	7,500	8,881
WATER	2,000	2,000	2,298
FUEL	9,650	7,500	3,336
REPAIRS AND MAINTENANCE	13,633	8,000	8,095
CLEANING CONTRACT/SUPPLIES	485	500	2,080
ENERGY & FOOTPRINT INITIATIVES	32,009	7,000	2,187
Premises	\$ 89,396	\$ 50,400	\$ 42,799
ADMINISTRATION:			
OFFICE PHOTOCOPIER	\$ 5,182	\$ 4,500	\$ 4,988
OFFICE SUPPLIES	922	1,000	512
COMPUTERS / INTERNET	939	2,100	808
ACCOUNTING SERVICES	-	220	296
TELEPHONE	1,802	1,000	644
POSTAGE	104	400	96
BANK CHARGES	812	800	799
Administration	\$ 9,761	\$ 10,020	\$ 8,143
Total Premises and Administration	\$ 99,157	\$ 60,420	\$ 50,942

(continued on next page)

Schedule of Disbursements (Continued from Previous Page)

For the year ended December 31, 2024

	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Actual</u>
PROGRAM COMMITTEES:			
WORSHIP	\$ 85	\$ 200	\$ 89
PASTORAL CARE	150	150	150
CHRISTIAN DEVELOPMENT	199	200	150
JUSTICE	338	350	352
GREEN TEAM	-	100	75
CONGREGATIONAL LIFE / MEMBERSHIP	878	550	481
ART GALLERY	-	-	-
TRINITY PRIDE	100	120	100
CHURCH COUNCIL & GOVERNANCE	-	300	177
SEARCH COMMITTEE	-	-	-
SUSTAINABILITY	-	500	176
MUSIC - PROGRAM	2,086	2,000	751
MUSIC - ORGAN MAINTENANCE	1,981	2,000	1,637
MUSIC - ORGAN SUPPLY	550	800	805
MUSIC - NON-ROUTINE MAINTENANCE	-	3,000	2,619
UCC ANNUAL ASSESSMENT	8,690	9,342	9,342
OBSERVER SUBSCRIPTIONS	100	50	90
TECHNOLOGY/COMMUNICATIONS	2,766	2,000	2,383
<i>Program Committees</i>	\$ 17,923	\$ 21,662	\$ 19,377

Investment Committee

In 2017, Trinity United Church set up an Investment Management Committee (IMC) to develop a structured approach to the investment of liquid funds that had accumulated over time through the Local Fund. The committee is a sub-committee of the Board of Trustees and proposals for investment are approved by Trinity Council.

In discussion with Trinity’s Green Team, the Investment Management Committee asked Frontier Capital, Trinity’s investment advisors, for Recommendations that would modify our holdings that would continue to follow ESG (Environmental Social Governance) but also divest from fossil fuels. Although previous funds had included small investments in Fossil Fuels this has recently been changed in January 2024.

In 2024 Trinity invested in two funds; one that will be investing in a fund that is primarily bonds and one fund that has a focus on sectors of Information Technology, Consumer Discretionary Spending, Financials and Health Care. There are no fossil fuel components in our new portfolio.

2024 Financial Results

Date	Fund	Fund Total	Frontier Capital Balance	Investment Income deposited in Trinity Bank account
Dec. 31, 2023	Canoe Asset Allocation	\$309,279.05	\$439,577.32	\$1567.08
	Canoe Premium Income	\$130,298.27		\$961.86
Dec 31, 2024	Canoe Global Equity Fund Series T6	\$358,408.82	\$489,432.20	\$20,653.80
	Canoe Bond Advantage Fund Series D	\$131,023.38		\$4590.54

Since December 31, 2023, the increase in value of the Investments in 2024 is \$49,854.88

Since December 31, 2023, the distribution of income in 2024 has increased by \$22,715.40.

Note: The Investment Management Committee in conjunction with Mark Cuddy, Treasurer, decided to withdraw the monthly earnings since 2023 of the Investment funds. The funds in 2024 were Trinity Canoe Global Equity Fund Series T6 fund and the Canoe Bond Advantage Fund Series D. These are deposited in the Trinity General Bank account to defray operating expenses.

The members of the Investment Management Committee are Janice Stonehouse, Helen Barkley and Ken Graham.

2025 Proposed Budget

Projected 2025 revenues and expenses combine to leave Trinity with a forecasted budget deficit of \$47,149. Revenues are expected to decrease by \$8.2K from actual 2024 revenues primarily due to no budget expectation of revenue from bequests. All other revenue sources are projected to come in close to the 2024 actual revenues.

Expenses are also expected to increase by about \$22.3K from actual 2024 expenses primarily due to non-routine infrastructure maintenance costs and a further update of the organ console to bring it back into its fully functioning condition.

Revenues

Projected revenues for 2025 reflect that income from congregational givings, fundraising, rentals and investments will remain stable with 2024 results. Investment income will be derived from the monthly distribution income from our holdings with Frontier Capital Funds. Should income distributions be insufficient to meet budget target, revenue will be drawn from the capital base of our holdings to support operational needs

Expenses

Salary costs will increase 3.7% over the 2024 actual level:

- New minister's compensation is full time with Trinity contributions to UCC pension & benefits, and EI
- Music director compensation is based on Royal Canadian College of Organists recommended salaries
- Custodian wages will be 11 hours per week from December 1 to March 31 and 8 hours per week April 1 to November 30
- All staff salaries will reflect the 3.0% cost of living allowance increase identified by the UCC

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Routine operational building costs in 2025 are expected to increase by about \$3K over actual 2024 costs primarily due increased insurance costs (2024 costs included a rebate for former years).

- The United Church of Canada launched a self insurance program aimed at a significant reduction of insurance costs. Trinity participation in the program began in mid-2023
- Snow removal is based on current contract with the assumption of no surcharges for excess accumulation of snow
- With the installation of heat pumps, electricity costs will rise, while fuel cost drop; overall cost for heat, power and water is expected to be comparable to 2024 actual costs
- Routine repairs & maintenance in 2025 are expected to cost about the same amount as the actual 2024 costs. However, Non-routine infrastructure projects include electric panel repair (\$5,500), and domestic water check valve (\$7,730) to be compliant with City of Ottawa program requirement

The administration budget reflects a provision of \$5.4K against actual expenses in 2024 of \$8.1K; the projected decrease in expenses is due to the following factors:

- Photocopier lease was terminated with the purchase of smaller but adequate printer/copier; 2024 budget cut from \$4.5K to \$1.5K in 2025
- Telephone expense reduced by eliminating unnecessary business lines
- Better control over printing and office supplies

Committees will continue to retain modest budgets for church programs with the most significant expenses related to the annual United Church of Canada assessment, the music program and communications.

The music program will include a non-routine organ repair (\$5,500) to replace the original wiring and leathers in the organ; this is a continuation of work done in 2024 to update the organ console to bring it back to fully functioning condition.

The communications / technology budget includes \$1,500 provision for potential needs based on the actual expenses incurred in last two years.

Trinity Outreach Committee will maintain the current level of support to the Caldwell Family Centre.

Looking Forward

Trinity is projecting \$47.2K deficit in 2025. Of this amount, there are one-time provisions amounting to \$18.7K for non-routine infrastructure maintenance and repair of the organ console.

The remaining difference of about \$25-\$30K can be considered a structural deficit whereby projected revenues fall short of relatively fixed expenses related to salaries, building and program costs.

The current deficit will continue into future years until there is either an increase in revenues or elimination of costs – this is the continuing challenge for the congregation to establish a strategy to accomplish this goal.

In addition to the challenge of overcoming Trinity's structural deficit, there are uncertainties related to some of the revenue streams outside of congregational givings:

- we are now heavily reliant on rental and lease revenue which can change unpredictably
- In 2025 we will begin drawing down on the capital portion of our investments thus reducing the basis for future income generation which supports our operational budget

In 2024, our working capital (liquidity to pay bills) was supported by a \$40K GIC and donations to the Refugee Fund (\$22.5K). These liquidity supports will not be available in 2025 and we will need to draw upon our investments (by about \$50-\$60K) to ensure sufficient liquidity to pay our bills given our projected deficit.

Fortunately, the church has accumulated significant investment reserves that can be drawn upon to manage any financial shortfalls that may arise over the next many years. Our mutual fund, short term investments and cash balances currently exceed \$500K and provide a stable financial basis while efforts are made to devise long term sustainability strategies to deliver our mission and activities.

Mark Cuddy
Treasurer
January 20, 2025

Trinity United Church

Proposed Budget for 2025

PROJECTED RECEIPTS AND DISBURSEMENTS				
	2023 Actual	2024 Budget		
<u>RECEIPTS</u>			2024 Actual	2025 Budget
LOCAL FUND:				
LOCAL - REGULAR	\$ 143,280	\$ 145,000	\$ 139,072	\$ 140,000
LOCAL - BAZAAR	15,614	13,000	15,936	13,000
LOCAL - OTHER GIFTS	339	300	-	300
LOCAL - OTHER FUNDRAISING	385	3,000	-	3,000
BEQUEST INCOME	-	-	8,157	-
RENTALS	35,637	40,000	42,078	40,000
INVESTMENT INCOME	3,306	24,000	26,124	26,000
Total Local Funds (Receipts)	\$ 198,561	\$ 225,300	\$ 231,367	\$ 222,300
FLOW-THROUGH RECEIPTS:				
DONATIONS FOR SPECIAL PURPOSES	\$ 3,873	\$ 4,000	\$ 3,513	\$ 4,000
MISSION AND SERVICE FUND	22,760	23,000	24,609	24,500
TOTAL PLANNED RECEIPTS	\$ 225,194	\$ 252,300	\$ 259,489	\$ 250,800
EXPENDITURES				
LOCAL FUND:				
SALARIES/CONTRACTS & ALLOWANCES	\$ 125,134	\$ 171,107	\$ 165,414	\$ 171,476
PREMISES	89,396	50,400	42,799	56,870
ADMINISTRATION	9,761	10,020	8,143	5,350
PROGRAM COMMITTEES AND OTHER	17,923	21,662	19,377	24,353
LOCAL OUTREACH	11,400	11,400	11,400	11,400
Total Local Fund (Expenditures)	\$ 253,614	\$ 264,589	\$ 247,133	\$ 269,449
FLOW-THROUGH EXPENDITURES:				
DONATIONS FOR SPECIAL PURPOSES	\$ 3,873	\$ 4,000	\$ 3,513	\$ 4,000
MISSION AND SERVICE FUND	22,760	23,000	24,609	24,500
TOTAL PLANNED DISBURSEMENTS	\$ 280,247	\$ 291,589	\$ 275,255	\$ 297,949
SURPLUS (DEFICIT)	\$ (55,053)	\$ (39,289)	\$ (15,766)	\$ (47,149)

	2023 Actual	2024 Budget	2024 Actual	2025 Budget
SALARIES & ALLOWANCES:				
SALARIES	\$ 104,622	\$ 138,750	\$ 134,447	\$ 141,695
PENSIONS AND BENEFITS	15,470	26,517	25,401	23,941
CAR AND BOOK ALLOWANCE	1,028	1,200	1,166	1,200
CONTINUING EDUCATION	990	2,390	1,758	2,390
PULPIT SUPPLY	3,024	2,250	2,642	2,250
Salaries and Allowances	\$ 125,134	\$ 171,107	\$ 165,414	\$ 171,476
PREMISES:				
INSURANCE	\$ 14,849	\$ 11,200	\$ 9,159	\$ 11,700
SNOW REMOVAL	10,644	6,700	6,763	7,500
ELECTRICITY	6,126	7,500	8,881	11,000
WATER	2,000	2,000	2,298	2,400
FUEL	9,650	7,500	3,336	1,440
REPAIRS AND MAINTENANCE	13,633	8,000	8,095	8,000
CLEANING EQUIPMENT & SUPPLIES	485	500	2,080	1,350
GARDEN	-	-	-	250
MAJOR INFRASTRUCTURE REPAIR	32,009	7,000	2,187	13,230
Premises	\$ 89,396	\$ 50,400	\$ 42,799	\$ 56,870
ADMINISTRATION:				
OFFICE PHOTOCOPIER	\$ 5,182	\$ 4,500	\$ 4,988	\$ 1,500
OFFICE SUPPLIES	922	1,000	512	800
COMPUTERS / INTERNET	939	2,100	808	1,000
ACCOUNTING SERVICES	-	220	296	200
TELEPHONE	1,802	1,000	644	750
POSTAGE	104	400	96	250
BANK CHARGES	812	800	799	850
Administration	\$ 9,761	\$ 10,020	\$ 8,143	\$ 5,350
Total Premises and Administration	\$ 99,157	\$ 60,420	\$ 50,942	\$ 62,220

	2023 Actual	2024 Budget	2024 Actual	2025 Budget
PROGRAM COMMITTEES:				
WORSHIP	\$ 85	\$ 200	\$ 89	\$ 200
PASTORAL CARE	150	150	150	250
CHRISTIAN DEVELOPMENT	199	200	150	200
JUSTICE	338	350	352	350
GREEN TEAM	-	100	75	100
CONGREGATIONAL LIFE	878	550	481	550
ART GALLERY	-	-	-	-
TRINITY PRIDE	100	120	100	100
CHURCH COUNCIL & GOVERNANCE	-	300	177	300
SEARCH COMMITTEE	-	-	-	-
SUSTAINABILITY	-	500	176	500
MUSIC-CHORAL & PIANO	2,086	2,000	751	2,000
MUSIC-ORGAN & INSTRUMENT	1,981	2,000	1,637	2,000
ORGANIST SUPPLY	550	800	805	800
NON_ROUTINE ORGAN REPAIR	-	3,000	2,619	5,500
UCC ANNUAL ASSESSMENT	8,690	9,342	9,342	9,903
BROADVIEW MAGAZINE (NET)	100	50	90	100
TECHNOLOGY/COMMUNICATIONS	2,766	2,000	2,383	1,500
<i>Program Committees</i>	\$ 17,923	\$ 21,662	\$ 19,377	\$ 24,353
LOCAL OUTREACH	\$ 11,400	\$ 11,400	\$ 11,400	\$ 11,400
<i>LOCAL EXPENDITURES</i>	\$ 253,614	\$ 264,589	\$ 247,133	\$ 269,449
FLOW-THROUGH EXPENDITURES:				
DONATIONS FOR SPECIAL PURPOSES	\$ 3,873	\$ 4,000	\$ 3,513	\$ 4,000
MISSION AND SERVICE FUND	22,760	23,000	24,609	24,500
<i>TOTAL Disbursements</i>	\$ 280,247	\$ 291,589	\$ 275,255	\$ 297,949

Membership Statistics for 2024

Congregational Records

Total persons: 307

Members: 164

Adherents (in church records): 143

Born this year: 0

Membership Status

Active	183
Inactive	107
Children	7
Children in Programming	5
University Students	3
Non-resident	4
Clergy	3
Staff (including ministers)	5

Ceremonies at (or conducted by) Trinity

Baptisms	1
Marriages	0
Funerals & Memorials	5

In 2025 we will be sending out surveys to validate our member count and get a better picture of our actual congregational demographic. A lot of changes have occurred over the past few years and an earnest effort to review and update our congregational information is needed.

If there is any change in membership or any contact information needs to be updated, please notify the office at office@trinityunitedottawa.ca or you can call 613-225-3627.

~ submitted by Courtney Sladden, Office Administrator

**TRINITY UNITED CHURCH
MINUTES OF THE CONGREGATIONAL ANNUAL MEETING
IN PERSON, AND BY ZOOM**

February 4, 2024

1. **Call To Order**

Rev. Pastor Junior

Rev. Pastor Junior called the meeting to order at 11:30 am, with 44 participants attending in the Sanctuary, and at least a further 8 individuals or families attending virtually via Zoom. Rev. Pastor Junior opened the meeting with a prayer.

2. **Appointment of Chair and Secretary**

Rev. Pastor Junior

Motion: Rev. Pastor Junior called for a motion that Karen Afghan be appointed Chair and that Chris Humphrey be appointed Secretary for this meeting. (Sheila McHugh / Danielle Parenteau) Carried.

3. **Motion to Approve the Agenda**

Rosemary Gibb

Motion: (Ian MacKay / Harold Sheehan) that the agenda be approved as circulated. An error was noted in the agenda in that the Financial Report should read 2023, not 2022, and the Proposed Budget should read 2024, not 2023. The vote was taken on the agenda as amended. Carried

4. **Right to Vote**

Karen Afghan

Karen Afghan explained that everyone present had the right to vote, except that only Councillors can vote for Committee Chairs.

5. **Minutes of the Feb. 12, 2023 Congregational Meeting**

Karen Afghan

Motion: (John Comfort / Virginia MacLatchy) that the minutes of the congregational meeting held on Feb. 12, 2023 be approved as printed in the 2023 annual report. Carried.

6. **Business Arising**

Karen Afghan

Karen Afghan explained that there was no business arising from the 2023 ACM.

7. Trinity Jubilee Foundation (TJF)

Danielle Parenteau

Danielle stated that this was TJF's 23rd year of collecting donations from the Trinity congregation and awarding them to charitable programs operating in disadvantaged parts of the world. This year \$19,000 had been distributed among 4 programs: Embrace International in Uganda, International Needs Canada in Kenya, the Malawi Water Project, and TEMBO in Tanzania.

The next AGM will be held in early March, to which the congregation is invited. The congregation members will receive the TJF 2023 Annual Report via Life and Work. The TJF Campaign for 2024 will start on May 12 with a special Sunday service. TJF looks forward at that time to revealing how donations are again being used to help improve people's lives.

8. Committee Reports

Karen Afghan

Karen Afghan called for a motion of acceptance of committee reports other than the M&P and Finance Committee reports.

Motion: (Sheila McHugh / Lynne Vail) that all the reports be accepted as printed in the 2023 Annual Report, with the exception of the Finance Committee Report and the Ministry & Personnel Report which are to be considered later. Carried

9. Ministry & Personnel Committee Report

Derek Kitchen

For this item, staff left the Sanctuary. Derek Kitchen noted that 2023 was another transitional year for our congregation and our staff. He thanked Rev. Brian Copeland and Kimberly Allen-McGill for their leadership. He noted that in 2023 we welcomed Rev. Pastor Junior and music director Donna Hawks. Courtney Sladden, Correna McCormick and Sai Tun-Hla have remained dedicated to Trinity, and helped keep the Trinity Ark on course. Derek made the observation there are many functions undertaken by M&P members that may go unnoticed.

Members of M&P, and the staff member they represent, are:

Derek Kitchen	representing	Rev. Pastor Junior
Katherine Holman	representing	Donna Hawkes
Arlene Smith	representing	Courtney Sladden
Jennifer Grant		Chair and representing Correna McCormick and Sai Tun-Hla.

Motion: (Derek Kitchen / Chris Tessier) that the Ministry and Personnel Committee report be accepted. Carried.

10. Remembrances

Rev. Pastor Junior

Rev. Pastor Junior led a prayer for those Trinity members who died in the past year, and their families.

They are:

Roy Coleman,

Bill Fraser,

Bill Hamilton,

Byron Johnson,

Errol Nugent and

Just in the last week, Norma Jones; two days beyond her 100th birthday.

11. Thank-You's

Karen Afghan

Karen Afghan thanked the whole congregation, as everyone seemed to have some part, small or large, in supporting Trinity over the year. Especially, she thanked committee Chairs and Co-Chairs and Cathy MacKay who has completed her term on Council. She herself is switching from Co-Chair to Executive Secretary, for which she received applause. She pointed out that Chris Humphrey was stepping back from Council after 11 years, six as Secretary. She also thanked her Co-Chair Dave Gibb, who remains as Co-Chair, and Mark Cuddy, for his commitment to Trinity's finances.

12. 2023 Financial Report

Mark Cuddy

Mark acknowledged help from Ian MacKay, Helen Shaw and Courtney Sladden and the Investment Committee.

He then walked the congregation through the PowerPoint deck. Actual deficit in 2023 was \$55K, compared to \$65K budgeted.

Re revenue, regular givings were down by almost \$7K, in line with shrinking membership. Two Bazaars added nearly \$3K over expectations. Refugee and Memorial fundraising is not included in local revenue. Rental income came primarily from the Telus lease (\$22K) and Weight Watchers (\$7K).

Re expenses, payroll was close to budget, but premises costs increased. Faithful Footprints received \$70K in outside donations and grants so incurred only a minor budget overrun. Printing and telephone costs were higher than expected. Search Committee did not need \$10K relocation budget for the new minister. Donations and grants were strong in supporting the refugee and building projects.

Motion: (Mark Cuddy / Ken Graham) That the congregation accept the 2023 financial statements as presented in the 2023 Annual Report and as reviewed for reasonableness by Church Council at its meeting of January 16, 2024. Carried.

13. Investment Report

Mark Cuddy

The Investment Committee comprised Jan Stonehouse (Chair), Helen Barkley and Ken Graham. Mark noted the significant growth of \$18K within Trinity's investments over the year, and that \$2K per month was now being transferred to general funds. As at December 31, 2023 Trinity's mutual fund had a value of \$439.6K, a substantial increase in value over Trinity's investments in the fund of \$272.4K (since September 2017)

14. **2023 Budget**

Mark Cuddy

Mark summarized the 2024 budget as printed in the Annual Report.

Givings, fundraising and rentals, he explained, should remain at 2023 levels. Salaries will exceed 2023 levels with full time staff and a 6% UCC COL increase. Summer custodian hours are increased by 2 hours per week. Insurance costs are based on current (reduced) premiums. Snow removal currently seems lower, but this assumes no excess accumulation to follow. With new heat pumps, we anticipate using more electricity, but less gas. Overall energy costs are expected to be similar to 2023.

The last phase of the Faithful Footprints project is estimated to cost \$43K; Trinity received a grant of 50% from the church Extension Committee of EOORC; remainder required to be secured through fundraising (minimum \$10K), the Memorial Fund (\$2K) and local fund allocation (up to \$7K as needed).

Administration budget of \$10.0K is similar to 2023 actuals. Efforts will be made to reduce printing costs, and look for options to end equipment lease. A new lap top will be purchased. Telephone costs will be reduced by eliminating unnecessary business lines.

The Sustainability Committee will receive free facilitation services from EOORC. Music program includes major organ repair. Communications budget includes \$2K for potential needs and the Memorial fund is providing \$1.5K for wireless microphones.

Trinity is projecting \$39K deficit in 2024 of which only \$10K is for one-time provisions. The remaining difference of about \$25-\$30K can be considered a structural deficit as projected revenues fall short of relatively fixed expenses related to salaries, premises and program costs. Added to this challenge are uncertainties related to some of the revenue streams outside of congregational givings. The current deficit will continue into future years until there is either an increase in revenues or elimination of costs – this will be the challenge for the congregation to establish a strategy to accomplish this goal.

Invested resources will provide a cushion offsetting operational deficits but this is not, in itself, an overall solution to long term sustainability; Trinity will likely begin to draw down investments in 2024 given the likelihood of a projected 2024 deficit.

Motion: (Mark Cuddy / Ian MacKay) That the congregation approve the proposed 2024 budget which was endorsed by Church Council at its January 16th, 2024 meeting.

A question was raised regarding whether the contract for Correna McCormick ran for six months or a whole year. It is a full year. Another question asked about Mission and Service Fund. Our donation has dropped significantly over the decade. The questioner was referred to Pam Sheehan who monitors M&S givings more closely. A final question asked whether, with sinking interest rates, the Investment Committee could commit to \$2K per month. Ken Graham explained that much of the fund was locked into a bond for a full year, so he felt quite confident that there would be no change.

Motion carried.

15. Nominations Report

Helen Shaw

Helen Shaw nominated Helen Barkley, Perry Calderwood, Grant Gilliland and Pam Sheehan to a three year term on Council, and John Comfort, Ken Graham and John Pitcher to a second three year term to Council. Helen asked if there were any other nominees to Council and there were none.

She noted that there are no new nominations to the Board of Trustees. She then nominated David Gibb as Co-Chair of Council and Karen Afghan as Executive Secretary of Council and Mark Cuddy as Treasurer of Council. Asked if there were any further nominations for Co-Chair of Council or Executive Secretary or Treasurer, there were none.

Helen then stated that the following persons were nominated as members of the Ministry and Personnel Committee for a one year term – Jennifer Grant, Kathryn Holman, Arlene Smith and Derek Kitchen.

Motion: (Helen Shaw / Sheila McHugh) that the nominations cease. Carried

Motion: (Helen Shaw / Sabrina Nemis) that the Nominations Committee report be adopted and that the persons nominated be elected as members of Council, and David Gibb be elected as Co-chairs of Council, Karen Afghan be elected as Executive Secretary, and Mark Cuddy be elected as Treasurer. Carried with one abstention.

16. Election of Chairs of Committees

Pam Sheehan

The following people have consented to serve as Chairs and Co-Chairs of committees.

Virginia MacLatchy	Trinity Justice
Mark Cuddy	Finance
Valerie Mullen and Jean Meldrum	Outreach
Harold Sheehan	Property
Rosemary Gibb and John Comfort	Worship
Vacant	Christian Development
Jennifer Grant	Ministry and Personnel

Only Councillors were allowed to vote on the following motion.

Motion: (Helen Shaw / John Comfort) that these individuals be appointed as Committee Chairs. Carried.

17. Vacancies

Helen Shaw

Motion: (Helen Shaw / Arlene Smith) that Council be empowered to fill vacancies for the coming year. Carried.

18. New Business

Karen Afghan

Karen Afghan stated that there was no new business.

19. **Questions/comments from the Congregation**

Karen Afghan

Derek Kitchen thanked Karen Afghan for running an efficient meeting.

Laurie McKnight observed that there had been no funerals at Trinity in the last year, but some in funeral homes had been conducted by Trinity staff. She felt these should be listed as Trinity funerals. It was noted that the death of the deceased member is always recorded and removed from the rolls.

20. **Adjournment**

Karen Afghan

Karen Afghan asked for a motion to adjourn.

Motion (Sheila McHugh) that the meeting adjourn. Meeting adjourned at 12:25 pm. Carried

21. **Benediction**

Rev. Pastor Junior

Rev. Pastor Junior thanked God for this time that the congregation spent together, and working together so efficiently.

Karen Afghan
Co-chair of Council

Chris Humphrey
Secretary