

**WEST BURNABY
UNITED CHURCH
2016 Annual Report**



WEST BURNABY UNITED CHURCH
(Final) Congregational Meeting
February 19, 2017

AGENDA

1. Call to Order
2. Opening Prayer
 - A. In Memoriam
3. Election of Chairperson and Secretary for this meeting
4. Motion to extend Voting Privileges to Adherents (Manual 2016, 3.7)
5. Consent Agenda
 - A. Approval of Agenda
 - B. Approval of Minutes
 - i. March 6, 2016, April 3, 2016 and May 22, 2016 Congregational Meetings
 - C. Annual Reports
 - i. Minister
 - ii. Board Report
 - iii. Pastoral Care
 - iv. Envelope Steward
 - v. Statistical Information
 - vi. Property
 - vii. Worship
 - viii. Christian Education
 - ix. Ministry & Personnel
 - x. Fidelia
 - xi. Community Lunch
 - xii. New Community
 - xiii. Development
 - xiv. Trustees
 - D. Treasurer's Report
 - E. Financial Report for 2015
6. Final Comments
7. Adjournment

In Memoriam

Cleo King
Janette Alexandra Duncan Dean

These are not not simply names on a page
These are lives lived in constellations of love,
lives that shone as
Mother, Sister Neighbour, Friend,
Honoured and missed,
may these names be written on our hearts forever
and they themselves held in the memory
and joy of our loving God.

WEST BURNABY UNITED CHURCH
 Congregational Meeting
 March 6, 2016

Together we are Called by God to be One - Living Faith - Knowing Love - Voicing Hope

1. Call to Order

Rev. Graham Brownmiller called the meeting to order at 12:10 pm and declared a quorum to be present. There were forty members of the congregation present.

2. Opening Prayer

1. In Memoriam

Rev. Graham read the names of those in memoriam as part of the opening prayer.

3. Election of Chairperson and Secretary for this meeting

Moved Bill Gilpin / Seconded Barry Morley that Rev. Graham Brownmiller be the chair for this meeting, and that Caroline Lowther be the secretary. Carried

4. Motion to extend Voting Privileges to Adherents (Manual 2013, 3.7)

Moved Bill Medland / Seconded Barry Morley that Adherents be granted voting privileges at this meeting of the congregation. Carried

Moved Bill Gilpin/ Seconded Debra Legge that corresponding privileges be granted to Don Morse, Carla Wilks and Rev. Jay Olson. Carried

5. Approval of the Agenda

Moved Dorothy Jeffery / Seconded Bruce Cameron that the agenda be adopted and be open to change as the meeting progresses. Carried

6. Approval of Minutes:

1. March 8, 2015 Congregational Meeting

2. December 13, 2015 Congregational Meeting

Moved Bill Gilpin/ Barry Morley Seconded that the minutes of the March 8th, 2015 congregational meeting and the December 13, 2015 Congregational meeting be adopted as circulated with the corrected spelling of Brian Bourke's name. Carried

7. Business Arising

1. Affirmation of the Congregational Vision, Mission & Values

Handout - this is the work that the New Community Team came up with and presented to the congregation in the proposal on November 29th, 2015. Even though the amalgamation did not happen as projected, the Board suggests that this Congregational Meeting Affirm the Congregational Vision, Mission & Values as attached in Appendix I.

Moved Karuna Nalliah / Seconded Allan Blair that the Congregational Vision, Mission & Values be adopted by West Burnaby United Congregation. (Appendix I) Carried

2. Governance Model

Clarification was made about the notice of motion printed in the agenda for this meeting about the governance model suggested. Due to the transitory nature of the West Burnaby Congregation over the next few years, it has been recommended (and affirmed

by a majority of the congregational board) to move to a smaller and more agile Board. This elected board of 5 members would be charged with the responsibilities assigned it, but also to hold the vision of the congregation and to ensure that the community of West Burnaby United Church is best served over the transitory time of our future. Because much of the work that the Board deals with currently will be lessened, this move to a different governance structure will better serve the congregation.

Moved Debra Legge / Seconded Dorothy Jeffery that the congregation of West Burnaby United Church move to an elected Board governance model of 5 members. Carried

Nominations: There were 5 expressions of interest submitted to the church before the meeting; those have been circulated. The chair requested any further nominations from the floor; having received none, the following 5 people were acclaimed as Board Members: Beau Bierhaus, Barry Morley, Brandon Eyre, Bill Medland and Linda Wray. Rev. Graham offered a prayer for the new board.

3. What next?

Listening Session Report has begun, recommendations from that will be forthcoming. **Next Steps** Rev. Graham spoke to the oft circulated statement that “the church has spoken.” Discernment in church community is done together. The fact that we had a silent minority of the congregation who did not participate in the conversations in the fall, nor the listening sessions in January and February, demonstrates that the community has, in fact, NOT spoken. Remaining silent and yet engaging the democratic right to vote is not church discernment.

Rev. Graham opened the floor to conversations about what the next steps that the Congregation sees are. The question is asked, do we understand the consequences of our no vote and what do we do on July 1st, 2016.

Discussion: Linda Wray, Karuna Nalliah, Reine Hitchen, and Barry Morley spoke on behalf of the New Community Team. Their disappointments and concerns regarding the future of WBUC were expressed. The challenges that lay ahead both financially and logistically were explained.

The floor was then open for further comments. Individuals spoke of their past experiences and hope for the future. Finances, a place of worship, sense of community, and visions were explored. After an extensive discussion, it was agreed that the congregation was not ready to make a motion on steps forward. Rev. Brownmiller suggested that the congregation meet on April 3rd to address “moving forward”. A gathering will be announced for March 19th at 10:00 am for those who wish to construct a proposed next steps. Both this proposal and another vote on amalgamation will be on the agenda for the April 3rd congregational meeting.

Rev. Jay spoke on behalf of SBUC and their desire to support WBUC. Because the decision is the Board’s she could not offer a guarantee that SBUC would accept any or all proposals put forward by WBUC. She ended her statements by wishing WBUC, God’s grace. Rev. Graham also stated that we will need to be careful that whatever proposal comes forward will need to be agreed to by South Burnaby; we cannot simply tell them what their lives are going to look like after we voted no to amalgamating with them.

8. Reports

The chair opened the floor to questions about the packet of reports in the Annual Report. He moved through the reports in order and if there were questions, the writer of the report gave an answer.

1. Board Chair
2. Minister
3. Other
 1. Envelope Steward
 2. Statistical Information
 3. Pastoral Care
 4. Property
 5. Worship
 6. Christian Education
 7. Ministry & Personnel
 8. Fidelity
 9. Community Lunch
 10. New Community
 11. Development
 12. Trustee's Report

9. Motion to receive the 2015 Annual Reports (except financial)

It was noted that there was no comment in the Annual Reports regarding the Foodbank, but Len Gross made comment on the 250 people who come through the church every week.

Moved Bill Gilpin / Seconded Bill Medland that the 2015 Annual Reports (except financial) be adopted as circulated (and corrected) in the Annual Report.

10. Treasurer's Report

Linda Wray gave the treasurer's report. In it, she highlighted some information from the end of 2015 and some comments on the future.

11. Financial Report for 2015

1. Motion to receive the Treasurer's Report and 2015 Financial Reports

Moved Len Gross/ Reine Hitchen Seconded that the Treasurer's Report and 2015 Financial Reports be adopted. Carried

12. Budget for 2016

1. Motion to adopt the 2016 Budget

Conversation was held regarding the 2016 budget as presented. Because of our earlier conversation that we do not have all of the plans in place for what happens when we leave this building, the budget does not have all of the accurate information in it. Until we have all of the information that we might need, it is deemed prudent to postpone the budget until a subsequent congregational meeting, and that information is available.

Moved Len Gross / Reine Hitchen Seconded that the 2016 Budget be postponed until a subsequent congregational meeting. Carried

13. New Business

Refugee Sponsorship - In November, the Board approved, and announced, that West Burnaby United Church would sponsor a Refugee (Mazen Albarouki, brother of Sana Albarouki). The funds were already in place, and so the church acted as a sponsorship agreement holder. Mazen has not yet arrived, and we are awaiting news.

However, Humanities for Syrians and MOSAIC have reached out to us again. There is another family (of 3) from Syria who have been sponsored by a relative living in Burnaby and supported by a Foundation who has put up the funds already.

Adnan Mohammed has a brother named Loukman Mohammed, a 34 year old Arabic Teacher who is a cancer survivor; his wife Nisreen Mohammed is 33 and teaches Mathematics. They

have a 2-month old son born in a refugee camp in Iraq where they currently reside. Are we willing to be a sponsorship agreement holder for this family? As we did with Sana and Mazen, we will need to set up a trust account at our local bank along with a co-signer. There is no risk to the church, and allows us to offer what we have in order to help a refugee family arrive.

Moved Debra Legge / Seconded Karuna Nalliah that West Burnaby United Church agree to co-sponsor, as a Sponsorship Agreement Holder, Loukman, Nisreen and child Mohammed.

Appreciation - Appreciation was expressed to the members of the board who were no longer going to be serving. Special thanks were made to Bill Gilpin who has chaired the congregation through many transitions and changes over the past years. Further appreciation was expressed to the staff of the congregation, and all volunteers who help in the running of the church.

Announcement: Steve Palmer Concert Tomorrow evening.

14. Motion to Adjourn

Moved Bill Medland that the Congregational Meeting be adjourned, following the closing prayer and benediction.

15. Closing Prayer and Benediction

Rev. Graham closed the meeting with a prayer and benediction at 2:10 p.m.

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MINUTES OF The Congregation of
WEST BURNABY UNITED CHURCH
 The United Church of Canada

April 3, 2016
 WEST BURNABY UNITED CHURCH
 BURNABY, BRITISH COLUMBIA

In the gospel of John chapter 17 verse 11 Jesus prays for his followers, "And now I am no longer in the world, but they are in the world ... Holy God, protect them in your name ... so that they may be one, as we are one."

Vision: Together we are Called by God to be One by

Mission: Living Faith - Knowing Love - Voicing Hope

Ministry Priorities: Worship | Belonging | Service | Learning

Values: Honest Respectful Relationships | Joy, Laughter, Fun
 Hospitality | Inclusiveness | Adaptability | Worship

- PRESENT:** 41 members, 3 adherents, and 6 visitors were present.
- CALL TO ORDER** Rev. Graham Brownmiller called the meeting to order at 12:10 pm and declared a quorum present. Rev. Graham offered a prayer
- INTRODUCTIONS** Rev. Graham introduced Marc Coulombe (Conference Minister) and Treena Duncan (BC Conference Personnel Minister). Rev. Graham also noted that Rev. Jay Olson, Don Morse and Carla Wilks were present from South Burnaby United Church to hold us in prayer and be present if they were required. He explained that Marc would be facilitating the process and meeting.
- REVIEW & CONTEXT** Marc explained that the purpose of today's gathering was to vote on Amalgamation. Following the congregational meeting of March 6, 2016, a gathering occurred on Saturday March 19, 2016 and of those present four people were tasked to produce three proposals for the purpose of today's vote; Barry Morley gave a brief overview of the three proposals. A) Amalgamate with South Burnaby United Church, B)Worship as a separate congregation at the South Burnaby location, C) Worship at "other" location. Marc explained the process that we would be using.
- COMMENTS** Before voting, people may take this time to ask questions, voice excitement or concerns. Several people took this opportunity to speak. Thanks was noted for those who put together the proposals, and especially Beau Bierhaus who did much of the work.

- MOTION** *MS (Len Gross / Dorothy Jeffery) that South and West Burnaby United Churches amalgamate into one missional congregation consolidating all the resources of both congregations into one.
There were 37 members in favour, 1 member against.
There were 2 adherents in favour, 1 adherent against.
This is a total of 97% in favour of the motion. Therefore the motion is Carried.*
- MOTION** *MS (Len Gross / Blanche Cleve) that the congregation of West Burnaby United Church authorize the Board to represent the congregation to the Presbytery in matters of Amalgamation. Carried*
- THANKS** Thank you was offered on behalf of the congregation to Marc and Treena for their presence, and for our friends from South Burnaby United Church who have held us in prayer for the past few months.
- MOTION TO
ADJOURN** *M (Barry Morley) to adjourn. Carried.*
- CLOSING PRAYER** Rev. Graham offered a closing prayer and the meeting ended at 12:40 pm.

Rev. Graham Brownmiller, Chair

Beau Bierhaus, Secretary

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MINUTES OF The Congregation of
WEST BURNABY UNITED CHURCH
 The United Church of Canada

May 22, 2016
 WEST BURNABY UNITED CHURCH
 BURNABY, BRITISH COLUMBIA

In the gospel of John chapter 17 verse 11 Jesus prays for his followers, "And now I am no longer in the world, but they are in the world ... Holy God, protect them in your name ... so that they may be one, as we are one."

Vision: Together we are Called by God to be One by

Mission: Living Faith - Knowing Love - Voicing Hope

Ministry Priorities: Worship | Belonging | Service | Learning

Values: Honest Respectful Relationships | Joy, Laughter, Fun
 Hospitality | Inclusiveness | Adaptability | Worship

PRESENT:	21 members and 6 adherents were present.
CALL TO ORDER	Rev. Graham Brownmiller called the meeting to order at 11:40 am and declared a quorum present. Rev. Graham offered a prayer.
TREASURER'S REPORT	Linda Wray presented the 2016 budget (which had been tabled at the March congregational meeting). The budget was created by taking a full year, dividing it into two six-month periods. The deficit would be \$71,000, but by having our site close on June 30, 2016, the deficit will only be \$56,000.
2016 BUDGET	<i>MS (Linda Wray / Karuna Nalliah) that the 2016 Budget be adopted as presented. Carried.</i>
ADJOURNMENT	Rev. Graham declared the meeting adjourned having completed the work before us. He thanked Linda Wray for her work in completing the work of the budget.

Rev. Graham Brownmiller, Chair

Beau Bierhaus, Secretary

Minister's Report

It seems hard to believe that 2016 has come and gone! I feel as though it was just January. This year has been full of so much change, and I feel blessed to have witnessed it, and held space for others to experience jubilation, grief, sorrow, and expectation.

Your Board (Barry Morley, Bill Medland, Beau Bierhaus, Brandon Eyre, and Linda Wray with Rev. Graham Brownmiller) have been diligent in continuing to ensure that the things that need to happen, happen. Len Gross has been invaluable in the pursuit to close up the Sussex Building and to facilitate the transition of material goods from one site to the other. There have been many who have offered helping hands, willing hearts, and deep prayer, and for all of you, I am grateful.

The New Community Team and the Development Team have continued to serve you well over this year; even if at some times, it felt as though nothing was moving!

I continued to be blessed by those who I worked with: Susan, the Dionisios, John. And then those that I got to work with more closely once we brought our churches under the same roof: Kathy, Marcus, Jim, Carla.

The Expanded Transition Team for South Burnaby grew to include members of West Burnaby, and the amount of work that they did continues to amaze me.

Together we have celebrated births and deaths and marriages and baptisms and life. We have celebrated what we thought perhaps was the end, and we have once again celebrated resurrection. Thanks be to God!

I have really enjoyed having the chance to watch the television industry use our space through this fall. One Hundred Thousand Dollars (\$100,000) was donated the church through the use of this space. The church has been an abandoned church in which Lucifer himself and one of his Angel Brothers fought, along with a Demon. It has been an abandoned church in which a stolen time traveling machine has been hidden (3 times in fact). It has been an abandoned warehouse in which demon-hunter brothers fought with a demon as well as hid out and planned their lives. It has also been King Arthur's Throne Room, resplendent with the round table! Those who have used the space have really enjoyed it, and us, and have been so respectful of it being a church. They hope to continue using it until the building is demolished sometime soon!

Throughout 2016 my constant colleague and companion Jay Olson has been a bastion of hope and a well-spring of knowledge. When her time with this community is done, I believe that we will all feel the absence of her presence. I ask you to pray with me that we say good-bye well, and move forward well, and as always, together, with God.

Respectfully submitted
Rev. Graham K. Brownmiller

Board Report

Having elected a new governance model at the congregational meeting in March 2016, the simplified board this year continued to meet to deal with emergent issues, especially those related to the use and upkeep of the building at Sussex.

Early in 2016 the former board began listening sessions at which 37 members of the congregation participated. This listening report was shared back to the congregation at the end of March. In April a 2nd congregational vote on amalgamation was held and it passed with 97%. On June 26 we held a final worship service in the Sussex Church building and July 1 we moved to the Rumble Church building with our friends at South Burnaby United Church. The boards met jointly through the fall.

We said thank you to Susan Sinclair and the Dionisio family for their many years of service with West Burnaby United Church. In the fall we said goodbye to John Noonan after 2 years as our musician.

There have been some folks who decided to move on after the move out of our Sussex Church building, but there were, on average, 35-50 members of West Burnaby in church each Sunday throughout the fall.

Beginning in August, the Rumble Church building began its career as a backdrop for the television industry: Lucifer, Timeless (x3), Supernatural and DC's Legends of Tomorrow all shot in the building throughout the fall. Carla Wilks and Marcus Petrunia assisted Rev. Graham in making sure the building was cared for during the shooting of those shows.

Though there was some sadness through the year, and we said goodbye to some people, we know that the future is bright. Thank you for continued support of this ministry which is ours!

Respectfully submitted
Rev. Graham K. Brownmiller
on behalf of the Board

Pastoral Care Report

Pastoral Care has continued to be faithfully offered by members of the Congregation (especially Lorna Gross, Linda Wray and Gladys Gnyp). Members of the congregation alert the minister to issues that may require more detailed follow up, and he visits when requested. This has meant that there have been home visits, visits in the hospital, coffee and/or tea together, phone calls and emails checking in. Some of the visits last a long time, and others just a short time to remind each other that we are all connected.

Respectfully submitted
Rev. Graham K. Brownmiller
on behalf of Pastoral Care

Envelope Steward

The number of contributors using envelopes was 50, and contributing using PAR (pre-authorized remittance) was 5.

Three members took advantage by donating investment shares which is an advantage for both the church and donor.

The total open offering for the year was \$3,165.85

The distribution by envelope contributions:

Under 500	25
501 - 1000	12
1001 - 3000	12
3001 - 5000	4
5001 - 7000	2
Total	55

Respectfully submitted
Reine Hitchen

Statistical Report 2016

Marriages	5
Baptisms	1
Funerals	2

Total Active Membership, January 1, 2016	126
Members Received by Profession of Faith	4
Members Received by Transfer	0
Members removed by Death	0
Members removed by Transfer	3
Members to inactive Roll	34
(or by action of Council)	
Total Active Membership, December 31, 2016	93

Respectfully submitted
Rev. Graham K. Brownmiller
on behalf of Historical Records

Property & Grounds / Disposition of Assets

The Property & Grounds report this year is written by Len Gross with help from Dorothy Jeffery and is the story of the disposition of our assets in our plan to move.

Our story started at the Board meeting on January 26, 2016; we were fortunate to have Myrna Pearce, the Chair of Transition Leadership Team for Lynn Valley United Church, come to the meeting to speak about what they did to dispose of the assets of their church.

Following the meeting we commenced an action plan to form a small steering committee to manage the disposition of our possessions. (Lynn Valley recommended that the committee be no more than 4 people but consider several sub committees).

The steering committee commenced a plan to set up and identify the tasks for the following committees - Coordinating, Storage, Disposition and Marketing Committee. We established guidelines that helped us to implement and carry out a plan. This plan has been amended several times but by the end of the year reached its end stage. Remaining is the disposition of the left over inventory to other charity groups.

We were very fortunate to have been in amalgamation discussions with South Burnaby United to form a new congregation. The benefits were that we had a place to store those items we wanted to store and a place where there was a need for some other items such as candles, collection plates, dishes, cook ware, a piano, etc.

Sunday, February 7th we informed the congregation that the last Church Service in our Sanctuary would be Sunday, June 26th and that beginning July 3rd worship would be held jointly at South Burnaby UC. We also advised members that we had a plan to dispose of our possessions and we wanted their input and that all suggestions would be helpful. We provided sheets to all the members asking them to help the committee to identify items in the church and suggest what we should do with these items. We invited members to be part of a committee to carry out the inventory, moving and sorting tasks.

Inventory of the church commenced in March. From those who volunteered we formed teams which were assigned to the various rooms/spaces in the church to prepare an inventory list of that space (e.g. Sanctuary, Hall, Lounge, Kitchen, Janitors room etc.) The Steering Committee then took the lists and arranged to have the information listed on a spread sheet by room or area for ease of control when arranging disposition.

The Planning Committee, in April, established criteria to assess the inventory.

1. Items that will be used in the new church or at our sister church
2. Memorial items to be retained
3. Ask members if they wished to have a gifted items returned
4. Items to be donate to the Museum / Historical Society
5. Sell by auction/silent auction etc.
6. Donate to a charity
7. Trash it

Those items that were designated “giveaway” were set aside and a table was set up in the church hall to enable parishioners to choose items each Sunday until all items were gone. After the church members had a chance to select items from the free table we also made the items available to the building tenants.

The planning committee then reviewed the inventory lists and allocated each item to one of the previous categories. The inventory review identified those items that were to be used in the new church or our sister church. They were removed along with memorial items and items going to the historical society, which left items we wanted to sell or give away. This approach worked quite well.

Between May 15 and 30th we priced the items we wanted to sell by area or room. This completed, we offered the inventory items to the congregation by way of a silent auction. This was spread over four weeks as we had the time to spare and we didn’t need a big team to manage the silent auction sales. We started the sale process in May and ended by the third week of June. One provision was to ensure that certain items that people wanted to buy would remain in the church until the end of June when we moved our worship services to our Rumble/Gray buildings.

Having completed the silent auctions to the congregation our next step was to assemble the items we wanted to sell to the public into one area. This task was to take place in early July. This became a major problem as the church was still being used by some of our tenants and the television industry wanted to use our sanctuary for a TV show starting the second week of August. The use of our Church by the movie industry was negotiated by Rev. Graham with the first television shoot taking three weeks to prepare the setup, do the shooting and do the takedown. We were well compensated for the inconvenience. We were also able to sell 12 of our pews, some lights and a few other small items to one of the television production companies as a result of their using our building. One of the benefits from the television production company was that they moved many large items to our Community Rooms in the basement of our hall.

Due to the television industry and tenants using our building, it took us three months to work out a date that would enable us to advertise a date that didn’t have a conflict; October 15 was chosen. We used the first two weeks of October to gather and move inventory from various parts of the church to two rooms in the basement. We assembled sale items in the North Community room and giveaway items in the South Community room. Volunteers from both West and South Burnaby Churches help with this event.

Our Saturday, October 15 “Closing Out” sale to the public was a cloudy day with a light rain in the afternoon. This probably dampened the traffic we anticipated. We probably could have done a better job advertising. The success with our October sale and the amount of inventory left suggested that we might consider a second sale on November 19. This sale was good for a lot of small items but not for larger items. The traffic was also much smaller than hoped for. The proceeds from the sale of our inventory to the end of the year was slightly less than \$6,000. We have inventory remaining so our next task is to find a charity or charities that will take our left over items and deliver them.

Some of the major items we sold as a result of advertising in the BC Conference “Community Connection” were 16 pews. Twelve were sold to a film production company (“Beaches”) and 4 were sold to John Knox Christian School. Our organ was sold to the Japanese United Church in Vancouver. One upright piano was sold to a member of the First United Methodist Church that used our church for their worship services. Another was sold to Gilmore United Church in Richmond. We also sold 30 metal chairs to Northwood United Church in Surrey. The large old pulpit, a memorial to John Rumble, a founder, trustee and first Sunday School Superintendent, given by Jubilee Methodist Church, was accepted by Burnaby Village museum for display!

Many hymn books (Voices United and More Voices) and Bibles (Revised Standard version) were re-located to the Rumble/Gray site. We have received requests for a number of building items when we get to the demolition stage. These include windows, doors, light fixtures etc.

I want to thank all those who helped with this project. This could not have been accomplished without your input and help. I commenced this task with some trepidation, anxiety and a sense of urgency after hearing the message of what Lynn Valley did. The delays on the redevelopment of our church site soon relieved my sense of urgency. This not only relieved my sense of urgency but also enabled Rev. Graham to negotiate the use of our church by the television production companies: scenes were shot for episodes of Lucifer, Timeless, Supernatural, and DC’s Legends of Tomorrow.

This disposition project has been a challenging task not just for me but all those who have helped out and it has had its rewards. I enjoyed the sale days bartering with the buyers and the comradeship of the volunteers.

Respectfully submitted

Len Gross

on behalf of the planning committee, sub committees and volunteers

Special Thanks to:

Myrna Pearce, Chair Lynn Valley United Church Transition Leadership Team

Planning/Organizing Committee - Dorothy Jeffery, Bill Medland, Caroline Lowther, Len Gross and Rev. Graham Brownmiller.

Inventory Committees: Kitchen – Gladys Gnyp, Betty Rosic, Rose Rahim, Bill Dianne, Dianne Gilpin; Sanctuary – Barry Morley, Isabella Lyons, Len Gross; Hall — Len Gross; North & South Community Rooms – Joe Rahim, Barry Morley; Sunday School Room – Debra Legge and Blanche Cleve

Inventory Sale Volunteers: October: Dave Ellis, Dan Turner, Jim Stevens, Gladys Gnyp, Ethel Freer, Lorna Gross, Don Morse, Debra Legge, Dorothy Jeffery, Len Gross, Linda Wray, Bev Thacker, and Tom Wray; November: Dave Ellis, Dan Turner, Jim Stevens, Gladys Gnyp, Ethel Freer, Karuna Nalliah, Lorna Gross, Don Morse, Len Gross, Linda Wray and Tom Wray

Worship Report

There was no formal worship committee through 2016, though interested members joined together with the Worship Committee of South Burnaby United Church to do planning together and individually. Rev. Graham shared plans for worship with the Board at meetings, and through regular email correspondence. We celebrated a baptism together in June and moved into South Burnaby (Rumble) on July 1st. Through the provision of this congregation, Rev. Graham has been able to offer weddings and funerals to people including those outside of the congregation.

Respectfully submitted
Rev. Graham K. Brownmiller
on behalf of Worship

Christian Education Report

The Christian Education Team consists of Debra Legge, Blanche Cleve and Eryn Henderson. While at the Sussex site membership consisted of approximately 10 children. Once at the Gray site membership was about 5 to 7 children weekly.

The One Room Curriculum continues to be used for Sunday School while at the Sussex site. During the summer at the Gray site our program was activity based teaching the children the Fruit of the Spirit.

The fall program started with Linnea Good's book God Detectives which encouraged the children to look for God in themselves and in their community. For Advent a mural was made available for everyone to colour. The advent story using the One Room Curriculum as well as Sermon For Kids were used as a resource.

For Family Matters we held a movie night/potluck as well as a Halloween party; both were well attended.

Respectfully submitted,
Debra Legge

Ministry & Personnel Report

The Ministry and Personnel Committee is accountable to the Board for the effective maintenance of an atmosphere within the congregation that may be described as our being "in ministry together". This is to be accomplished by personal contact with all volunteer and paid staff, through private conversation and general observation. This committee also drafts position descriptions and contracts, encourages goal setting and monitoring. This committee does not hire or appoint staff, nor advocate for staff or the Board. It does provide an objective and balanced source of support for all those involved in congregational governance.

It must be remembered that members of the Order of Ministry, i.e. ministerial staff, are not members of this committee, and that both the Board and they are subject to their individual “records of call”. The committee initiated the development of formal contracts and position descriptions for our staff, both paid and unpaid. However, in view of the anticipated, and effected, suspension of our activities at the Sussex location, this action had also been suspended. Although the personnel terminations and the associated financial reviews, where appropriate, were conducted and the results recommended to the Board.

Special thanks to our Minister, Rev. Graham K. Brownmiller, for his guidance, patience and vision during this turbulent period of our congregational life. We wish him God’s continued assistance in the future.

Our thanks for effective service is extended to our staff: Susan Sinclair, our Secretary-Administrator; Alice Crestejo, our Song Leader; John Noonan, our Music Director; and Carlos Dionisio (and family), our Custodian.

I wish also to thank the members of this committee for their advice and support: Ethel Freer, Kay Gardner, Reine Hitchen and Peter Joyce.

Respectfully submitted
Brian Bourke, Chair

Fidelia Report

(O Faithful One)

The “Fidelia” women’s group was a welcoming, caring, supportive group dedicated to serving the welfare of West Burnaby United Church.

The group held four monthly meetings in 2016.

- a) Meetings were opened with a devotional prayer and scripture reading.
- b) This was followed with a health tip or current topic.
- c) We learned about community members who were ill, who needed help or visits and what community resources were available to them.
- d) We enjoyed tea and hearing about members’ travels.
- e) Funds raised by memorial receptions and a January Presbytery meeting lunch were put into Church revenue. We continued to supply tea, sugar, napkins and drink for Sunday coffee.
- f) Many discussions were held on where we are going due to our declining membership and the amalgamation with South Burnaby United Church.
- g) Inventory of the West Burnaby United Church kitchen was started in March. It was decided what to keep for future use, what to take to South United Church and what to sell or donate.

We are looking forward to becoming a part of “Jubilee”.

“May we have memories to cherish, wisdom to guide and hope to inspire us”

Respectfully submitted,
Lorna Gross

Community Lunch Report

There have been a lot of changes in 2016 with the Community Lunch. We started out the year at West Burnaby Church with about 60-80 people attending each week. There was a wonderful staff there in which each person helped out in their own way. When we finished the hot lunch program in June, a number of our members decided to retire; we miss them. We continued with the bag lunch program until mid-August after that we all had a 2 week break.

In September we started at South Burnaby Church. It is quite a bit different. We got a new dishwasher shortly after starting here and Jim Nobel did his level best to get it up and running in such a short time. The kitchen is well stocked with utensils and dish-wise and our secretary Kathy Prasad is exceedingly pleasant. Our minister, Rev. Graham comes and spends time with our community members when he is available, and offers grace before the meal.

It has been a learning experience for all of us to start in a strange place but we did it. We started our first week with just 15 people who came for lunch. Now, we have between 25-35 each week. A number of our helpers have come back. A differently abled young woman and her caregiver come each week to set up tables and display bread for guests. We prepared our Thanksgiving and Christmas dinner for our people.

It is somewhat more difficult for our lunch people to come as they have to take a bus or walk a much longer way than before. We are hoping that our numbers will increase as we find new ways to advertise our new location at the now Jubilee Church. We have received some donations from a few companies in Burnaby, also some gift cards from Safeway who donate bread and baked goods for our lunches. During the summer we also get baked goods and desserts from Cobb's Bread.

*Respectfully submitted,
Blanche Cleve*

New Community Team Report

The New Community Team's work in 2016 was to help consolidate the congregations into the Rumble Site. They were also the ones who helped facilitate the first worship of South & West Burnaby United Churches in July and provided a wonderful celebratory fellowship time.

In the fall, the last piece of work of the New Community Team was to facilitate the discernment of a New Name. The work of this team has been so important over the past number of years, and we as a congregation should continue to give thanks to them for their service! Well done, good and faithful servants!

*Respectfully submitted
Rev. Graham K. Brownmiller
on behalf of the New Community Team*

Development Team Report

The work of the Development Team continued through 2016, though it may have seemed slow. There were communications from Terry Harrison and Townline representatives to keep us up to date as much as possible. We had a field trip to the new Alumni Building at UBC to see some of the concepts that we have been hearing about. A City Public Hearing was held in May, and the process for achieving City Readings has continued along at a reasonable pace (so I've been told!)

*Respectfully submitted
Rev. Graham K. Brownmiller
on behalf of the Development Team*

Trustees Report

Role of the Trustees: The role of the Trustees is to hold in Trust real property and long term investment funds for members of the Church. They have a role in cooperation with the board to ensure the property is protected and maintained for use by the members of the Church. They administer special funds, like the Endowment Fund, for donations made to the church for future or special projects on behalf of the congregation.

Trustees hold one account with RBC Dominion Securities on behalf of the Church.

Church Cash Brokerage Account (Formerly the Manse Fund)

This fund has been closed as it has not been active for a couple of years. The balance of \$559.70 held in the fund has been transferred to the Endowment Fund.

Endowment Fund.

This year started with a fund value of \$114,812.48. The sum of \$44,994.32 was withdrawn, to cover church operating expenses. Funds for this amount were from all three Mutual Funds and Bank of Nova Scotia shares that were sold to cover the withdrawn amount over the first half of the year. Thanks to the efforts of our Minister Rev. Graham, the Church was leased out to the movie industry, in the last half of the year, for at least 3 TV movie series. The revenue from movie industry resulted in a surplus to our operating expenses for that period. This surplus of \$50,000 was deposited to our Fund Account, with \$40,000.00 reinvested in the bond funds, leaving \$10,000.00 in reserve to cover unexpected expenses. There were other contributions of shares and reinvestment of fund dividends of over \$4,000.00. The result is that we have ended the year with a fund balance of \$134,707.14, an increase of \$19,894.66 over last year.

Details of the Funds can be viewed on the following page.

Property Insurance

We experienced difficulty with our insurance company trying to get them to acknowledge that we would not be required to meet current city by law parking requirements in case a fire loss. The City would only require the added parking

requirements if the Church suffered a total loss and that would be most unlikely. The result of the disagreement was that we contracted with Marsh Canada for our insurance coverage as they agreed to our request. Marsh happens to be the same insurer for our Rumble/Grey site. We have been insured by Marsh Canada up to March 1, 2017. We will be negotiating a new arrangement under Jubilee United Church for the year 2017.

*Respectfully submitted,
Len Gross, Chair Trustees*

Trustees Annual Report 2016						
Church Cash Brokerage Account (Formerly the Manse Fund)						
This account has been closed with the balance of \$559.70 transferred to the Endowment Fund.						
ENDOWMENT FUND						
Fund Value December 31, 2015						\$114,812.48
Dividends & Interest income						\$572.47
Film Industry proceeds deposit						\$50,000.00
Withdrawals for Church Expenses						-\$44,944.32
Donation of Shares & fund div. reinvestment						\$3,714.20
Change in Fund values and Cash						\$10,602.31
Fund Value as at December 31, 2016						\$134,707.14
Value of Endowment Fund Investments						
		# Shares	Value	Dec. 31/16	Dec. 31/15	Change
			Per Share			in Value
PH & N To	RBF6340	3644.542	\$11.35	\$41,377.21	\$35,425.52	\$5,951.69
RBC Golob	RBf701	4528.883	\$10.43	\$47,258.44	\$37,019.81	\$10,238.63
RBC Cdn E	RBF591	1207.352	\$26.20	\$31,632.50	\$33,691.11	-\$2,058.61
Bank of N. S. Shares/		100	\$55.97	\$0.00	\$5,597.00	-\$5,597.00
Bank of N. S. Shares/		10	\$74.76	\$747.60	\$0.00	\$747.60
Vlan Inc. shaes		130	\$17.25	\$2,242.50	\$1,970.80	\$271.70
Cash				\$11,448.89	\$1,108.24	\$10,340.65
Total Fund Values as at year end				\$134,707.14	\$114,812.48	\$19,894.66
The major contribution of \$50,000.00 was made possible by leasing out our church prop to the film industry. This resulted in a surplus of funds needed to meet operating expen Without the contribution from the film industry it would appear that we would have en Year with a fund value of not more than \$75,000.00.						
The reduced value of the Cdn. Equity Fund and the BNS shrs. reflects the adjustment m necessary to accommodate the withdrawl of \$44,994.32 to meet general Church exper in the first half of the year.						
Respetivley submitted on behalf of the Trustees by Len Gross						
Member of the Trustee: Len Gross Brian Buorke, Linda Wray, Bill Gilpin and Rev. Graham Brownmiller						

Financial Report

2016 was a year of ups and downs in our financial picture.

When we moved out of the Sussex building June 30th, we were at a loss of \$30,000. We had to withdraw \$45,000 out of the Endowment Fund to cover our expenses.

At the end of the year we have a net income of \$54,000 after paying all our expenses.

This reversal is due to the income from the rental of the Sussex bldg. to the movie industry and the very generous bequest from Cathy Roxburgh's estate.

In Sept. we were able to invest \$50,000 back into the Endowment Fund.

In Oct. we purchased the new dishwasher for the kitchen at the Rumble site for a total of \$5,700 installed.

When making the 2016 budget, Reine felt that we would receive \$10,000 less in congregational givings (offerings) compared to 2015. Our final offerings ended up being \$30,000 less than 2015!

This is a real concern moving forward. If we want to become a vibrant member of our community we are going to have to find ways of bringing in more income.

We will be receiving money from the development of the Sussex site but that money will need to be saved for outfitting the new building.

Respectfully submitted
Linda Wray
Treasurer

**West Burnaby United Church
Balance Sheet As at 12/31/16**

ASSET

Current Assets

Bank of Montreal - Chequing	27,965.37	
Petty Cash	<u>0.00</u>	
Total cash		27,965.37
Prepaid Expenses		<u>1,026.73</u>
Total Current Assets		<u>28,992.10</u>

Long Term Investments

Endowment Fund		<u>134,707.14</u>
Total Long Term Investments		<u>134,707.14</u>

TOTAL ASSET 163,699.24

LIABILITY

Current Liabilities

Mission & Service		0.00
Fidelia Account		642.92
ProVision Grant		3,919.57
Accounts Payable		168.07
GST Charged on Sales	3,425.00	
GST Paid on Purchases	<u>-595.57</u>	
GST Owing (Refund)		<u>2,829.43</u>
Total Liabilities		<u>7,559.99</u>

TOTAL LIABILITY 7,559.99

EQUITY

Owners Equity

Endowment Fund		115,372.18
Retained Earnings		-13,547.13
Current Earnings		<u>54,314.20</u>
Total Owners Equity		<u>156,139.25</u>

TOTAL EQUITY 156,139.25

LIABILITIES AND EQUITY 163,699.24

Generated On: 01/26/17

West Burnaby United Church
Income Statement 01/01/16 to 12/31/16

REVENUE**Sunday Offering**

Offering - Local	47,812.80
Offering - Open	3,235.85
Worship Offering	166.00
Deficit Reduction Offering	5,000.00
Small Business Job Credit	898.01
Total Offering	57,112.66

Other Revenue

Sanctuary Rentals	81,050.00
Hall Rentals	9,755.50
Funeral Service Revenue	800.00
Wedding Service Revenue	600.00
Special Church Activities	280.25
Bequests & Memorials	46,649.34
Coffee Time Donations	502.00
Community Lunch Donations	2,469.20
Gain on Sale of Assets	5,719.50
Investment Income	13,569.66
Mission & Service	7,129.50
Church Publications	100.00
Total Other Revenue	168,624.95

TOTAL REVENUE**225,737.61****EXPENSE****Ministries**

Worship	576.81
Christian Education	929.47
Youth Ministries	51.45
Community Lunch	3,976.25
Mission & Service	7,129.50
Church Publications	148.60
Total Cost of Ministries	12,812.08

Employment Related

Minister's Salary	73,164.00
Office Staff	6,301.44
Choir Leader/Organist	4,570.00
Canada Pension Plan	2,594.25
Employment Insurance	1,391.09

UCC Pension Plan	6,732.00
UCC Group Insurance Plan	3,954.00
Minister's MSP	894.00
Payroll Service Charges	99.50
Worksafe BC	338.18
Minister's Continuing Education	2,249.54
Staff Substitutes	<u>25.00</u>
Total Employment Expense	<u>102,313.00</u>
Office Operations	
Office Supplies	248.18
Copier	420.05
Telephone & Internet	4,109.22
Postage	<u>17.21</u>
Total Office Operations Expense	<u>4,794.66</u>
Building Operations	
Garbage	1,139.00
Water & Sewer	2,017.48
Hydro	2,931.07
Gas	<u>3,620.47</u>
Total Utilities	9,708.02
Insurance	5,019.03
Building Maintenance Supplies	531.93
Purchase/Repair Equipment	4,588.05
Building Repairs & Maintenance	5,700.25
Building Security	839.44
Building Custodian	<u>13,768.00</u>
Total Building Operations Expenses	<u>40,154.72</u>
Other Expenses	
Presbytery & Conference Dues	7,229.04
Bank Charges	287.00
Special Church Activities	736.91
Coffee & Cakes	130.00
Miscellaneous Expenses	348.73
Moving Expenses	1,099.00
Funeral & Wedding Expenses	1,180.00
Travel - Mileage	264.52
Website Expense	<u>73.75</u>
Total Other Expenses	<u>11,348.95</u>
TOTAL EXPENSE	<u>171,423.41</u>
NET INCOME	<u>54,314.20</u>