

# 2017 Annual Report



## *The Vitality of Faith*

### **A Statement of Purpose**

#### ***Our Identity***

*We are a community of people bound together by belief in Jesus Christ as Lord and Saviour. We affirm that within our congregational family people from all corners of the globe, of all ages, both male and female are united in a common desire to experience together and share with others the vitality of our faith.*

#### ***Our Vision***

*We accept that as a people gifted by God's grace we have special responsibilities. We will use our many resources to ensure that the varied needs of our people are met at all stages of life's journey. We will eagerly project ourselves, both in our home community and in our city as a focal point for spirituality, fellowship and caregiving. We will support the work of the Presbyterian Church in Canada, as it touches our country and the world. We will invite the community to share the good fortune of our fine facilities.*

#### ***Our Commitment***

*We know that when our vision is kept bright, everything is possible. As God's people, we undertake to be biblically knowledgeable, faithful, innovative and committed in pursuit of our goals.*

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# From Our Minister

## The Rev. Dr. Harris Athanasiadis...

### VISION

“Where there is no vision, the people perish: but he that keepeth the law, happy is he.”

Proverbs 29:18 KJV

The first half of this verse has been quoted by great leaders and writers for centuries. It's a translation into King James English from the original Hebrew. But what does the verse actually mean? It may seem obvious, but 'may' and 'seem' do not add up to 'is.' The second half of the verse provides some context. Biblical faith is a faith that appreciates the importance of order, structure and 'law.' A disordered life is a life in chaos, and a life in chaos cannot be a happy life.

But structure, order and law without a vision, purpose and direction rooted in a faith, is an empty shell of custom and tradition, irrelevant to changing times. As Presbyterians, we tend to be good at order, structure and law. But what about vision and the passion that goes with vision? In order to thrive and not just survive, we need a new vision for our time and place here and now. We need a new vision for Armour Heights church.

A new vision doesn't mean older visions must be discarded altogether. A new vision doesn't mean older visions were deficient. A new vision recognizes that we are in a new place and a new time as a congregation and within the society we inhabit in 2018.

Another thing about a vision, a true vision, is that it takes time to unfold. In fact, a better translation of 'vision' would be 'revelation.' True vision is not just a human thing. It is of God. It takes time to discern God's voice over our own.

And one more thing about vision. If we are to do it right here at Armour Heights church, the vision must be embraced and owned by all of us, together. That means we need to talk about it, offer our input and listen to each other, especially to voices and opinions different than our own.

I have been with you six months now. My personal goals in year one are to listen and learn the culture of the congregation, establish some basics around worship, education and fellowship; and get to know you as persons. This must continue into the future. Secondly, I have tried to open up conversations around vision and what's possible, leading to some initiatives toward strengthening the staffing we have (administration and music leadership), and looking for additional staffing (parish nurse and second minister) to help develop our vision.

There are several teams/committees working on additional staffing, as well as consideration of the finances and resources necessary and available going into the future.

As our vision grows into a 'revelation' of what we can be and do, we hope for greater stability in the 'offerings' and 'donations' side of our revenue as a congregation. We hope to develop existing and new partnerships with community use of our building of a more equitable sharing of costs. But while we're working on all this over the next few years, we are also very fortunate and thankful for the wise stewardship and excellent investing of our funds to date, a generous estate gift to be received later this year, and the astonishing growth in value of our additional property (called 'the manse'). All of this will allow us to really move in some new directions sooner than later.

Year two onwards will involve a creative effort to begin embedding ourselves more deeply into the community around the church, exploring various relationships. Longer term, we will work to establish Armour Heights as a regional church destination of distinctive excellence in our worship, community life and programs. We are asking for your commitment as we develop such a vision together.

Finally, let me say to you on behalf of my family as much as myself: we are very happy to be among you at Armour Heights church! You and we together have a great thing going! And it's only the beginning...



Harris Athanasiadis

# Report of the Kirk Session

*As our congregation’s governing body, Session ensures our mission and vision are carried out through ministry programs and supporting teams. Core ministry teams form a continuum through Welcoming & Fellowship, Worship & Music, Christian Education, and Health Ministry. Supporting teams guide us to develop and apply our resources: the Personnel Team, Board of Managers (combining the Finance and Property Teams), and Board of Trustees.*

## Transition Roadmap

**HERE WE ARE**

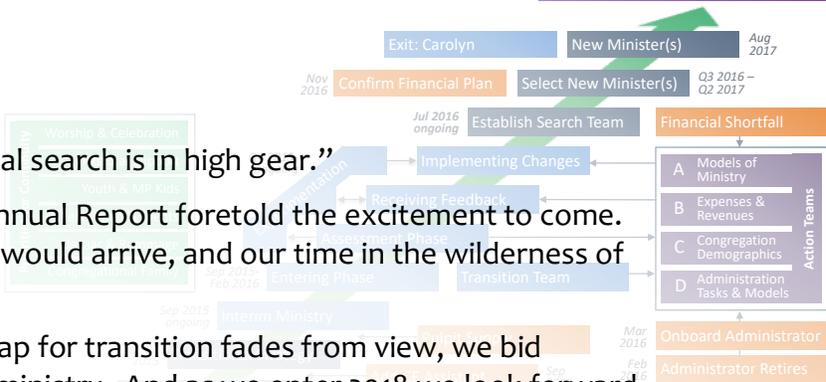
### Here we are!

“As we enter 2017 our ministerial search is in high gear.”

These words from last year’s Annual Report foretold the excitement to come. During the year a new minister would arrive, and our time in the wilderness of transition would be over.

Here we are. As our old roadmap for transition fades from view, we bid farewell to our time of interim ministry. And as we enter 2018 we look forward to creating a new roadmap into a time of new hope, new vision, and new possibilities.

And we are asking ourselves: **Where to next?** Read on for some answers!



### A time of new hope!

In the spring of 2017 we met, embraced, and welcomed our new Minister: the Rev Dr Harris Athanasiadis. Dr Harris brings to us solid ministerial experience, deep faith, insightful wisdom, and strong vision to build our community of faith. He is a sessional lecturer at Knox College, and through worship and congregational events we have already glimpsed several of his personal interests.

Dr Harris brings with him the diverse skills and talents of his extended family.

We also welcomed the Rev Dr Pamela McCarroll, joining us as Minister-in-Association. Pam is Associate Professor of Practical Theology at Emmanuel College, with a research focus on spirituality and health, spirituality and dying, and the lived experience of hope. She is the author of



two books based on her research, is a registered psychotherapist, and is a notable figure in the emerging and important discipline of spiritual care and counselling.



And we have welcomed into our congregational family their extended family — their parents, and their children, including Hannah Athanasiadis (currently living in Australia), Ben McCarroll-Butler, Mark Athanasiadis, and Caleb McCarroll-Butler, who have been sharing their musical talents as we introduce and experiment with forms of intergenerational worship.

During our time together since August, in addition to engaging with families, volunteers, our other ministry staff, congregational teams, our community, and our Session, Dr Harris has introduced new opportunities for fellowship and exploration of relevant issues, all of which have been well attended and well received. Behind the scenes he demonstrates welcome thoughtfulness, collegiality and a strong sense of vision for Armour Heights.

These early developments are indications of constructive and positive steps towards our new era of ministry. We rejoice that God has brought us together to journey into the future of Armour Heights!

### **A congregation that will thrive!**

Armour Heights is blessed to be a strong congregation with considerable resources and initiative. Through our Congregational Profile developed to guide our search activities, Session articulated our intentions to strengthen and develop our congregation and to reach out and build relationships in our community.



In generative discussion this fall, Session considered a key visionary question about our congregational future: **Does Armour Heights want to thrive, or to survive?** The resounding unified response from Session is that we are a congregation planning to thrive.

A congregation that will thrive. This places a crisp lens on our planning, decision-making, and actions. Our road ahead includes visioning, careful discernment, collaborative planning, and judicious experimentation. And it includes questions such as: What does it mean to thrive? How can we become a unique destination for people to choose? How can we extend a welcome to our extended community? And how will we grow in ministry together?

For many years our core vision has referenced the vitality of faith. In seeking ways to thrive, we will be pursuing new dynamic expressions of the vitality of faith.

### **A team for integrated ministries**

Our Congregational Profile envisioned the leadership of a ministerial team, and outlined the core ministries to be managed, developed, facilitated and managed by that team.

In calling Dr Harris, we are blessed to have a Minister with skill, experience and deep interest in all the core ministry areas that are in our profile. At the same time, Session recognizes that one person cannot provide the leadership needed for all of these areas.

Session resumed the search process in collaboration with Dr Harris in the fall. Together, we identified core areas of focus for a second ministry leader — broadly: community outreach and Christian education, with a title of Associate Minister / Director for Christian Outreach and Education. Session has initiated the search process. A separate report below from the Search Team provides additional information about the position and the search process.

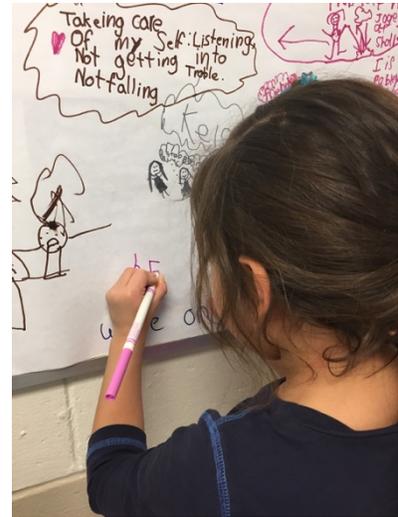
Our Minister and our future Associate Minister / Director will manage integrated ministries, with a focus on outreach activities in all areas. Our full ministry team also includes our Administrator, our Music Director, Parish Nurse, Facilities Manager, musical leads, interning ministry students, youth leaders, and our volunteer team. An integrated ministry approach will leverage skills, programs, leadership and relationships across our ministry team.

### **Investing in our future**

Our 2016 financial plan to sustain new ministry of 1.5 to 2 full time positions is intended to continue for multiple years, and was used to build our budget for 2017. A review of the efficacy of the plan is to take place three years after hiring the first new ministry position, which will be in August 2020.

The plan used several resource levers to create the financial capacity to move forward with new ministry, including using trust funds. The planned trust fund investments included use of the Memorial Trust Fund to backstop shortfalls in offerings, and use of the Melrose Park Outreach Trust Fund to support outreach-related activities of the ministerial team.

In November 2017 Session initiated a financial “tweak” team to review our progress under the



financial plan, and to recommend how to apply the plan in the recommended budget for 2018. The team noted the congregation had made some progress under the financial plan, noting as a key exception that 2017 offerings had slipped compared with 2016.

Session accepted the “tweak” team recommendations of outreach activities that could be supported under the Melrose Park Outreach Trust Fund in 2017 and ongoing:

<b>Position</b>	<b>Outreach</b>	<b>Commence</b>
Minister	30%	From mid-August 2017
Administrator	30%	From mid-August 2017
Associate Minister / Director	70%	Budget from July 2018

We are blessed to have resources that can be applied to outreach development for our congregation. We also have a vacant property that now is unlikely to be needed for a manse. And late in the year we also learned of a very generous bequest pending, from the estate of Alice Richards, which should be received in 2018.

At the same time, trust funds will be contributing a substantial portion of our operating revenue, and we have an accumulated deficit from shortfalls in previous years. As per our financial plan, we need to rebuild our congregational offerings, and we will be initiating an ongoing program of stewardship.

### **Thankful for leadership**

We rejoice that Armour Heights has emerged from our time of transition seeking to thrive! We are encouraged to continue to welcome new faces and new members.

As a congregation, we are indebted to the efforts of volunteers in sustaining the ministries of the congregation — our ministry teams, congregational activities, and fundraising — and particularly those who took on expanded roles or special tasks in support of transition, defining our profile and future ministry needs, supporting our search and bridging our ongoing congregational ministries.

On behalf of the congregation, we are thankful for the constructive and complementary efforts of elders on Session, both in considering the weighty directional considerations affecting the congregation, and in providing leadership to essential ministry and administrative tasks of the congregation.

Our Interim Minister Rev Carolyn McAvoy capably bridged the two year gap to our new Minister. Her pastoral presence at



Armour Heights supported our families and sustained congregational ministries. Carolyn's broad-shouldered ministry experience introduced us to alternatives in worship, education and fellowship. Her expertise with congregational change brought valuable and pragmatic guidance to Session in initiatives leading to the work of the Search Team. We give thanks for her presence and counsel at Armour Heights and pray for her ongoing work with congregations in transition.



We are also grateful for the guidance of Rev Dr Rick Fee as our Interim Moderator. Joining us in January of 2017 when our initial moderator, Rev Dr Nick Athanasiadis stepped aside, Rick quickly picked up the work with the Search Team. Rick was generous with his time with the Search Team and provided essential insights and perspective during the intense discernment period of the search process.

Linda Alldred-Johnson, our Parish Nurse announced late in 2017 her desire to retire. Linda joined the congregation in January 2006. Our tremendous gratitude for her eleven years of service and dedication to our Health Ministry. Many of us in the congregation have benefited from her advice, her pastoral visitations and her practical knowledge of navigating the health system. We are planning a time of recognition for Linda to take place when her health has improved.



Our church office, always the hub of our congregation, hums with efficiency that is easy to take for granted due to the care, competence, innovation and pastoral bearing of our Church Administrator, Erin Stone. Erin administers our web site, our new external digital sign, and our email distributions — and will soon be processing financial transactions through our new PowerChurch system. We are thankful for her optimism, initiative and grace, and for her ability to transition seamlessly to work with our new Minister.

## Looking forward to 2018

Session is committed to building ministries that will help Armour Heights to thrive.

As we enter 2018, our Search Team is in high gear seeking an Associate Minister / Director in Christian Outreach and Education. The anticipated arrival of this second ministerial position before the fall will round out our leadership capacity for such ministries.

Armour Heights is blessed to have resources we can invest in new ministry, with a focus on outreach. In order to thrive, through stewardship we will also begin to rebuild our self-sustainability of congregational operations.

Together, we will begin to envision and develop an integrated ministry for all that embraces significant and coordinated outreach initiatives to grow our presence and impact in our community.

On behalf of our ruling Elders, thank you for the trust you place in our Session.

Respectfully submitted,  
Michael Nettleton, Clerk of Session

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## **Rev W. J. Middleton: Minister Emeritus**

We are delighted to record that our retired longstanding minister and beloved friend of Armour Heights the Rev W. J. (Bill) Middleton has accepted appointment to the honorary office of Minister Emeritus of the congregation.

After inviting Bill to consider this office, and receiving his assent, by the unanimous vote of our Session and with enthusiastic support of our Minister, Rev Dr Harris Athanasiadis, as per Presbyterian Church polity we transmitted a request to our Presbytery to make this appointment. Early in the year 2018 our Presbytery advised this appointment was granted.

A ceremony of recognition will take place in March during worship at Armour Heights. We look forward to welcoming Bill to this office with our gratitude and appreciation.



## 2018 Search Team: Looking Forward

Session determined in November that a Search Team with continuity from the 2016-2017 search would be ideal for our 2018 search. During our busy time of Advent, we confirmed the nine members of our Search Team.

**Members.** Returning from the 2016-2017 Search Team are Hillary Armstrong, Heather Brown, Tom Fischer, Peter Kinch, Carol Loudon, Gillian MacCausland, and Michael Nettleton — and joining the group are Linda Grant, and our Minister, Harris Athanasiadis. The team appointed Linda as its secretary, and Michael as its chair.

**Position description.** Early in the January the Search Team established a position description, working from the description of the ministerial team from our Congregational Profile, and comparing with Dr Harris' areas of ministry focus. The two broad areas of focus for the position are Community Outreach, and Christian Education. With the express desire for the position to have a primary focus on outreach, the position title became **Associate Minister / Director in Christian Outreach and Education**.

A copy of the position description is available on our congregational web site.

**Ordained and non-ordained candidates.** The skill set sought for this position aligns with ministerial training, and so the position will be suitable for ordained candidates, with pertinent skills and experience. At the same time, candidates with suitable non-ordained experience and training could also be a strong fit for the position. Thus the position could be either an Associate Minister or a Director position, depending on the background of the selected candidate.

**Interim Moderator for search.** Selecting an ordained candidate would involve a form of call process. Our Presbytery recommended that we engage an Interim Moderator from the beginning of the process, rather than when the pathway is determined based on the candidate experience. Rev Deb Rapport was appointed Interim Moderator for search, and will join the Search Team in February.

**Timeline.** To have the position in place for the fall, Presbytery approval would need to be obtained by June at the latest. Working backward from this date, and assuming the slightly more involved call process, Session and the Search Team discerned that interviewing would need to take place in March and early April. To meet this timing, advertising for the position commenced in early February. Session also anticipates, in the event of a call, engagement with the congregation to approve and support a call would take place by early May.

We ask all in our congregation to pray for the discernment of our Search Team and of applicants to the congregation, and also for the future ministry and mission of our congregation in the community of Armour Heights.

For the Search Team  
Michael Nettleton, Chair

# Membership Statistics

Total Membership December 31, 2016		171
Correction		+ 2
<u>Received into our fellowship:</u>		
By Affirmation of faith	24	
By Resolution of Session	3	
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Subtotal	+ 27	
<u>Removed from our Communion Roll:</u>		
By Death	5	
By Resolution of Session	1	
By Membership Transfer	2	
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Subtotal	- 8	+ 19
		<hr/>
Total Membership December 31, 2017		192

## Affirmations of Faith:

Kome Abel	Mary Cormack	Derek Ryner
Lateh Mbelem Abel	Robert Craig	Sharon Ryner
Carol Ali-Sheikh	Rose Green	Patricia Schick
Ingrid Ali-Sheikh	Barbara Keilhauer	Helena Spelt
Flobell Asaba	Marian Kemp	Alex Stewart
Josephine Asaba	Kenneth Moore	Mary Timothy
Yaa Boateng	Susanne Moore	Aloma Williams
Sandra Churchill	Joanne Nasmith	Kelly Ann Zander



## In Memoriam

*The souls of the righteous are in the hand of God, there no torment shall touch them.*

### Armour Heights Church Family:

<i>Helen Chancey</i>	<i>January 27, 2017</i>
<i>Patricia Stroud</i>	<i>January 27, 2017</i>
<i>Alice Richards</i>	<i>April 15, 2017</i>
<i>Leonard Wood</i>	<i>September 15, 2017</i>
<i>Thomas Prentice</i>	<i>November 23, 2017</i>

### Armour Heights Friends & Neighbours:

<i>Michael Westlake</i>	<i>August 1, 2017</i>
<i>Stuart Crichton</i>	<i>November 13, 2017</i>

*We remember before you, O God,  
the great company of  
every name joined with us  
throughout the world.  
We bless your holy name  
for these your servants dear to us,  
who have entered into your rest.  
Rejoicing that we  
are still one with them  
in the same holy fellowship,  
we pray that we may be  
united with them in the joy and peace  
of the perfect life;  
through Jesus Christ our redeemer.  
Amen.*

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# Ministry Teams

Armour Heights Presbyterian Church pursues a broad agenda of initiatives to further the church's mission and vision in five areas of Ministry:

- **Worship and Music**
- **Christian Education and Youth Ministry**
- **Welcoming and Fellowship**
- **Social Outreach**
- **Health Ministry and Pastoral Care**

With the exception of pastoral care, our congregation accomplishes this agenda through Ministry teams, sometimes called “pillars”: one for each of these pillars of our faith in action. We are currently working to integrate our pastoral care programme with our developing Health Ministry.

This team-based approach enables the congregation to focus on attaining the Armour Heights vision of Ministry. The teams provide a variety of roles for members to participate in fulfilling the vision. And, we believe more ambitious undertakings with broader commitment become possible.

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## Worship and Music

*The Worship and Music Team helps develop our worship program and coordinates the music activities within the congregation. The Team supports the continuity of worship services and traditions, coordinates lay involvement in worship, attempts to ensure the form and content of worship meets congregational needs, and also initiates other music activities.*

In 2017 the members of the Team were: Norma Alexander, Hillary Armstrong, Sharon Fischer, Joan Jagoe, George Powell, Christy Smith and Joyce Westlake, with Harris Athanasiadis and Bruce Nasmith as ex officio members.

On Good Friday in the afternoon, the choir presented a sing-along Messiah with many different solo parts. This Messiah had the biggest turn out from congregation and community members as seen from previous years.

In June, Soprano Kelsey Vicary left us to start Law School at Western University. In September, we welcomed Caleb McCarroll-Butler to join us in a Tenor role. Ted Nasmith remains our substitute tenor when needed.

Alto Sue Black-McCauliffe has taken a short leave from the choir from November to April to fill in as the Choir Director at Erindale Presbyterian Church. Our Office Administrator Erin Stone filled in for Sue while she was on leave.

For budgetary reasons, the choir continued to disband for the summer one week earlier than regular in June. We continued to not have paid soloists in the summer months singing anthems during worship. We are thankful for various volunteer soloists who sang with us in the summer.

The team is always open to new suggestions that will enhance the worship experience at Armour Heights and also to new persons interested in serving with the Team to make them happen.



Respectfully submitted,  
Christy Smith, Chair

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## Christian Education & Youth Ministry

*The Christian Education Team develops and co-ordinates educational programmes and projects. Core programmes include the Church School programme from infancy through High School, Youth and Adult Education programmes. The Team recruits, equips and trains leaders and teachers and monitors and assesses the programme and curriculum used for all educational groups.*

The Christian Education Committee covers a variety of events and activities for different age groups within the church and the neighbouring community. This year has seen a number of new initiatives.

**Sunday School:** Armour Heights Sunday School fuses the Sparks Program but also aligns the lessons with the theme of the sermon. Each week our parents receive an email outlining what the lesson will be and ways they can discuss the topics raised with their child. Our teachers choose from a selection of activities to present the topics to our children. Since January, the children go directly downstairs and return for children's time after the offering. They are able to present what they have learned to the congregation. We held a BBQ in August to welcome our new minister.

In November, the children began to practice for the Christmas Pageant developed and directed by Josephine Asaba. Once again, they were able to present the nativity story with songs and action that entertained and informed the congregation.

**Mission Possible Kids:** MP kids is continuing to meet once a month. The program brings children from the neighbourhood into the church building and involves them in a variety of missions that make them aware of the problems of the world around them and ways they can serve others.

**Youth Group:** Our Youth Group provided support for the MP kids program and met once a month. They were looking at going to South America for an international mission trip experience and so held an number of fundraising bake sales, coffee sales and book exchanges.

**Book Study Group:** The book study group continued to meet once a month to discuss books covering a variety of issues and how they pertain to our Christian beliefs.

**Bible Study Group:** Our adult education continued with a further look at parables as well as an in depth discussion based on the book of Matthew.

**Camp in Your Own Backyard:** Once again, Armour Heights hosted a week long camp in July for 33 neighbourhood children. The program was run by 3 leaders from Camp Cairn as well as volunteers from our congregation. This program is already booked to take place the first week of July, 2018.

**Outreach Programmes:** We were able to provide a hot Christmas dinner for the residents of Evangel Hall and a beginning of summer BBQ for the community around Evangel Hall.

#### **Children and youth programs.**

Vanessa has worked hard to create a data base for our families and to communicate with our youth in a variety of ways. Sarah has used her skills to draw in the new children attending church and making them feel welcome and included.

As always, the Christian Education committee welcomes new members. We look forward to serving you in the coming year.



Respectfully submitted,  
Gillian MacCausland, Chair

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# Welcoming & Fellowship

*The Welcoming and Fellowship team works to welcome and support visitors as well as new members. We help the congregation feel familiar with one another through a variety of initiatives such as organizing a warm & welcoming Greeting Ministry team, weekly social coffee hour, congregational photo directory, new members photo board and member name tags.*

Here's our Ministry Report from the welcoming and fellowship Committee

## **Members in 2016:**

Rodger Talbot, Deb King, Sharon Fischer, Deb King, Elizabeth Brown, Karin Terblanche, Linda Grant

**Important recognition:** A heartfelt thank you, goes out to Sandra Lane for her many, many years of service on the Welcoming & Fellowship Committee. We love you, Sandra!

## **Key Achievements:**

- Ongoing renewing & modernizing of the Church brochure.
- Updating & creating Armour Heights photo banks.
- Active Front hall monitor, for each Sunday.
- Managing coffee hour.
- Hosting & organizing social events.
- Self-sufficiently producing name tags.

## **Key Plans:**

- Congregational Photo directory - independently and with the use of technology, create a new directory.
- Continuously seek innovative & engaging ways to deepen fellowship.



Respectfully submitted,  
Linda Grant, Convener

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# Health Ministry

*Armour Heights Health Ministry mission is inspired by Christ's concern for all aspects of the human condition and directed to the service of the whole person (mind, body & spirit). It seeks to act as a catalyst in promoting health, healing and wholeness of individuals, families, the congregation and the wider community.*

Health Ministry of Armour Heights Presbyterian Church is working together to promote an understanding of the relationships between health, wellness and faith among their parishioners and community. Following in Christ's footsteps, our mission is to form effective partnerships with others and to help people take control of their lives emotionally, physically and spiritually.



Health Ministry at Armour Heights continues to remain a vibrant ministry as it completes its 16th year of outreach ministry. The leadership and direction of this ministry is provided through the Health Ministry Team, comprised of multi-talented members of the congregation: Anne Rekenye, Ruth Desjardin, Barbara Thomas, Carol Loudon, Rev Harris Athanasiadis and Sharon Fischer (Chair). Working together with our Parish Nurse, Linda Alldred-Johnson continues to strengthen Health Ministry at Armour Heights and in our community. Unfortunately, Linda Alldred Johnson resigned her position as Parish Nurse in December after 10 years of service for health reasons.

This year, we continued our challenge of broadening this ministry at Armour Heights beyond the health of our seniors to all age groups, as health is an important aspect of our being regardless of age.

## **The Health Board activities for 2017 included the following:**

- Planned and facilitated monthly Lunch & Learn events for our community.
- Facilitated Prayer Shawl Ministry with the help of Norma Alexander and Ruth Desjardin.
- Organized and delivered Christmas gift bags and cards to those infirmed over the holidays.
- Continued to provide a Blood Pressure Clinic on the third Sunday of the month, after the worship service.
- Organized a CPR/AED recertification program with Rescue 7 in April.

- Continued to partner with Circle of Care (COC) to provide an Exercise Class for individuals 65 years of age and older that is offered twice a week.

In addition, our Parish Nurse continued to provide community outreach through the following activities:

- As guest speaker at St Andrew’s Presbyterian Church, Scarborough, Feb25/17. The topic “Caring for Self While Caring for Others”.
- Continued to remain a pastoral volunteer of the chaplaincy services at North York General Hospital & McKenzie Health (formerly York Central Hospitals) and Southlake, in Newmarket.



- Continued as a member of the ICHM Parish Nurse Professional Practice Group of York Region.
- Continued as a member of TIPS- The Integrated Partnership for Seniors.

**Parish Nurse Statistics for 2017**

Year	2017	2016
# of Client Visits	235	283
# home visits	16	74
# hospital/nursing home visits	21	38
# office /church visits	82	125
# phone visits	104	116
# coffee hour contacts	0	0
# health promotion events	90	87
# group attendance	961	905
# new clients	15	33
# client carry over	220	253

Our goals for 2018 are to:

- Hire a Parish Nurse as per current contract 19 hrs per week as soon as possible.

- Continue to provide educational programs and or events for all ages that focus on the integration of Health and Faith to promote individual wholeness of all ages in mind, body and spirit.
- Continue to provide office, home and telephone consultation and visitation.
- Actively explore new avenues for outreach ministry with our community

We wish to thank all those who have continued to participate in this ministry. We look forward to another exciting and challenging year in 2018 doing God's work through Health Ministry

Respectfully submitted,  
Linda Alldred-Johnson, Parish Nurse, and  
Sharon Fischer, Chair, Health Ministry Team

*It has been an absolute joy doing God's work with you all over the last 10 years. I will definitely miss you all. I wish you joy, hope, peace, love, and bountiful health.*

Linda Alldred-Johnson

*As Chair of the Health Ministry Team I would like take this opportunity to thank Linda for her service and dedication to Armour Heights over the last ten years.*

Sharon Fischer



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# Stewardship Teams

In support of the congregation's initiatives in Ministry, three teams exercise the stewardship of the congregation's resources:

- **Board of Managers (Finance and Property Team)**
- **Trustees**
- **Personnel Team**

The persistent use of the word "team" is intentional as a reminder that our success in Ministry depends upon team effort throughout the congregation.

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## Board of Managers

The Board of Managers is charged with keeping the church property in good condition through cleaning, maintenance and repair. The property includes the church building (105 Wilson Ave) and the adjacent house (101 Wilson Ave). We are also responsible for managing the church operations budget.

During the second half of 2017, 101 Wilson Ave was vacant after having been occupied the prior year and a half by a succession of two temporary renters, both good tenants.

In 2018, the Board will come up with recommendations for Session and the Congregation on what to do with the property at 101 Wilson Ave. A sub-committee comprised of representatives from the Board, Session and the Trustees has been tasked with studying the issue and making recommendations to the Board.

I thank the congregation for volunteering for the many jobs required to run the Rummage Sale and Christmas Bazaar, with kudos to the pie-making team lead by Mary-Lynn Dodson. The pies are delicious and raise a lot of money during the Christmas Bazaar. George and Elsie Powell deserve much credit for helping to organize and guide the two fundraisers, which provide much needed income to support our Ministries.

We look forward to the Ministries and activities of Armour Heights in 2018 and, with an ever-mindful eye on the budget, pray that envelope givings will start increasing year over year.



I express my appreciation to the members of the Board of Managers for the work they do behind the scenes keeping the building in a state of good repair, and attending the meetings to discuss and resolve the issues that arise.

Respectfully submitted,  
David Murray  
Chair, Board of Managers

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## Trustees

The Trustees hold legal title to the land, buildings and capital funds of Armour Heights Presbyterian Church (AHPC). The Trustees administer the various funds given or bequeathed to AHPC as capital funds, subject to the overall supervision of the Session. Where the funds are intended to be for general purposes, they are held in the Memorial Fund; otherwise a special purpose fund is established. We are grateful for donations to the Memorial Fund in support of AHPC.

The Trustees also hold three permanent special purpose funds. Spending from these designated funds is restricted to their defined purposes and the funds cannot be used to fund any operating deficits. The three funds are as follows:

- (a) the Manse Fund, which consists of the proceeds from the sale of a former manse and provides part of the Minister's housing allowance in lieu of a manse;
- (b) the Melrose Park Outreach Trust Fund, which represents the proceeds of the sale of the former Melrose property and is used to fund the outreach programs, including the Health Ministry; and
- (c) the DeCourcy H. Rayner Scholarship Fund, which periodically funds a scholarship prize for a student in training for Ministry in the Presbyterian Church in Canada who exhibits excellence in the field of Christian writing.

Six per cent of the net worth of the Memorial Fund is also made available to AHPC's Board of Managers annually for general purposes. This amount is subject to periodic review. In light of the decisions taken by the Session and congregation in 2017, we can anticipate a greater draw on the Melrose Park Outreach Trust Fund going forward in support of increased outreach Ministries, as part of a new Ministry team under Reverend Dr. Harris Athanasiadis' leadership.

All the trust funds are held in a single consolidated investment portfolio, which is invested in a range of assets to achieve a balance of income and reasonable growth. It was a good year for stock markets with the trust funds, which include an allocation of equities and fixed income investments, being up 9.4 %. The trust funds were above \$1.6 million level at year end after withdrawal of \$145,000 in 2017 (and more than a million dollars in the past decade) in support of the Church's operations and outreach initiatives.

We are grateful to Richard Graham for the guidance that he has provided to the Trustees on the investment of the trust funds, having taken over after many years of wise counsel from Dr. Michael Graham as our investment advisor.

Members of the congregation are reminded of the excellent tax efficient opportunity that is provided under the Income Tax Act, for the donation of publicly listed securities (stocks and mutual funds) to the Church's Memorial Fund. The federal government has eliminated the capital gains tax on donations to charities such as AHPC of qualifying securities that have capital gains associated with them. This means that a donation of these securities lets you have a greater impact with your donation and receive a larger tax benefit, because the entire value of such donated securities will qualify for a charitable tax receipt. It is a very beneficial way to support the Memorial Fund and to aid in the ongoing work of AHPC.

The Trustees hold office by election for three-year terms on a rotating basis, with a limit of two consecutive terms. Tom Fischer will reach the end of his second three-year term at the annual meeting and will not be eligible for re-election at this time. It is proposed that Patti Talbot be elected for a three-year term to fill the vacancy. Mary Lynn Dodson has served for a three-year term and will be eligible for re-election at the annual meeting and it is proposed that she be re-elected for a further three-year term to serve with the other Trustees now in office - Shaun Darchiville, Peter Kinch, Cam Murray, Ross Robins and Brian Westlake. Ross Robins will continue to serve as Treasurer.

Respectfully submitted,  
Brian Westlake, Chair

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## Personnel Team

The Personnel Committee is responsible for:

1. Privately discussing issues with staff members regarding compensation, benefits, working conditions and other contractual concerns;
2. Liaising with Session regarding appointments, contracts, and compensation proposals;
3. Negotiating, if necessary, any variance between staff requests and Sessions offers.

At present, we have one full-time employee (Rev. Dr. Harris Athanasiadis) and two part-time employees (Erin Stone, Church Administrator and Jholima Ramirez, Facilities Manager). Contract employees include our Music Director, Bruce Nasmith and Children's Ministry Assistants, Vanessa Horne and Sarah Roberts.

Discussions regarding performance and employee concerns are had on a formal basis annually with full and part-time employees and on an ad hoc basis with contract staff.

Recommendations regarding salary increases are made to Session prior to the annual meeting.

We are grateful for the talent and commitment each staff member brings to Armour Heights.

Respectfully submitted  
Susan Murray, Chair

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## Christmas Angels

Once again, the Christmas Angels program was generously supported by the congregation. Continuing a long tradition, we were able to help make the season a little brighter for some others this Christmas. This year we supported 5 families of moms and children, made known to us by the folks at Arise Ministry.

As ever, the congregation was very generous in providing gifts, gift cards and cash which enabled the team to prepare beautifully wrapped gift parcels. This year we were also able to provide outreach support to two local families.

As always, the morning of organizing, shopping and wrapping gifts was a joyful time of fellowship for the volunteers. Many thanks to all those who supported this worthy cause, with donations of money and gift items, shopping, and wrapping.



Respectfully submitted  
Nancy Taylor, Chair

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# Financial Reports

## Introduction & Index

Armour Heights has a number of funds that are used to receive and disburse monies in support of our Christian Ministries. The number and variety of funds may seem confusing. Keep in mind that, with limited exceptions, only the Operating Funds support the day-to-day ministries of our church. The other funds, including the Trust Funds, generally cannot be used in these day-to-day ministries.

1. **Operating Funds** (Treasurer: Jerry Whelan) Pages  
23-29

The Operating Funds support our Worship & Music, Christian Education, Pastoral Care, Welcome & Fellowship, and Social Outreach ministries. Other than our church building and a few designated funds (arising from gifts received for designated projects) we have no accumulated assets to nurture these ministries. Accordingly, our spending in these areas must be kept in balance with annual envelope givings.
2. **Trust Funds** (Treasurer: Ross Robins) Page  
30

The Trust Funds are monies that have been given to our church as bequests and special gifts — sometimes with specific instructions on what and when the money is to be spent. It is a serious legal matter that we comply with those instructions. The Trustees, elected by the congregation, ensure that the funds are invested soundly, and spent only in accordance with their terms. We have four major Trust Funds:

  - a) **DeCourcy Rayner Scholarship Trust Fund** — a scholarship trust fund established in memory of DeCourcy Rayner, a former moderator of the Presbyterian Church in Canada. Page  
30
  - b) **Manse Trust Fund** — a trust fund created through the sale of the original Armour Heights manse. A certain portion of the income of this fund is designated in support of the housing allowance of the minister. Page  
30
  - c) **Memorial Trust Fund** — a trust fund to hold memorial and legacy gifts. Some instructions designate money for the music program, some for more general purposes. The income from this fund is available for current expenditures at the discretion of the Session and the Board of Managers. The capital can only be spent with the congregation’s approval. Page  
30
  - d) **Melrose Park Outreach Trust Fund** — a trust fund created through the sale of the former Melrose Park church property to support community outreach activities, principally in Toronto. Pages  
30-31
3. **Session Fund** (Treasurer: Nancy Taylor) Page  
32

A fund created from Session member donations and loose collections on Communion Sundays, used in support of those in special need.

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# Operating Funds 2017

## ARMOUR HEIGHTS PRESBYTERIAN CHURCH

### Introduction

The 2017 Operating Funds Financial Report has five parts:

- A narrative review;
- A summary statement of the year 2018 budget and year 2017 and 2016 actual receipts and expenditures;
- A detailed statement of the year 2018 budget and year 2017 and 2016 actual receipts and expenditures;
- A 2017 statement of receipts, expenditures and accumulation of designated operating funds; and,
- A 2017 statement of congregational net Operating Fund assets, with 2016 comparatives.

### Review of the 2017 financial statements and the year 2018 budget

(Read this together with the accompanying financial statements)

#### The year 2017 ...

Our overall level of receipts for operating purposes in 2017 of \$377,170 fell short of our budget by \$40,600 and decreased by over \$26,800 compared to 2016. However, our net operating expenditures of \$361,653 were also below budget and the prior year, by \$55,400 and \$70,607, respectively. As a result of these two declines, overall, in 2017 we had a surplus from Operations of \$15,517. Taken together with the prior years' accumulated deficits we ended 2017 with a reduced accumulated deficit of \$29,170.

*Accumulation of deficits is not the direction we wish our finances to take — and so it has been an important point of focus for Session, and the Board of Managers, and was an important point of discussion at the congregational meetings in November 2016 and February 2017.*

**Receipts.** Envelope offerings declined by \$20,000 in 2017, principally those related to local congregational givings. This occurred despite a number of “top up” gifts – for which we are very grateful – made in response to our financial stewardship messages. The pre-authorized givings (PAR) program was subscribed to by over 30 families. PAR givings provide a steady flow of receipts even in less busy attendance periods. Our fund raisers were very successful again in 2017, netting over \$21,000, principally from the rummage sale and Xmas bazaar. Our building remains in heavy demand and contributions from the use of our premises were \$35,100 – slightly below budget. The manse was leased for part of 2017 from which we derived rentals of \$16,600. Regular income support from our Trust Funds increased to \$70,800 from \$65,000 as a result of the 2016 increase in the value of the portfolios of the Manse and Memorial Trust Funds.

**Net Expenditures.** Net Expenditures were about \$55,500 under budget for the year. The largest part of this was due to the budget having been prepared on the basis of a 1.5 person ministerial team, which did not materialize. Together with the mid-year start of the new minister, this had the result

that not much of the budgeted provisional costs for future ministerial staffing of \$58,000 were used in 2017 (savings \$51,400). The other principal budget variances were:

- (i) Combined compensation costs for the Interim Minister / Minister exceeded budget (including a \$6,000 portion of the provisional costs for future ministerial staffing) as a result of an unplanned overlap in their compensated service periods (cost of \$8,500) plus an increase in the compensation package agreed with the minister versus that budgeted (cost of \$4,500);
- (ii) Health & dental benefit costs were under budget as a result of having only 1 staff member covered versus 2 in the budget (savings \$5,500);
- (iii) Utilities costs were less than budget (savings \$4,200);
- (iv) Premises repairs and maintenance were under budget (savings of \$5,300);
- (v) Manse upkeep was less than budget as a result of fewer than expected repairs (savings \$2,300) and a decision to study the future use of the manse rather than commit to full time rental (savings of \$2,700 in taxes); and
- (vi) Our Christian Education program costs were under budget (savings \$4,000).

Major repairs that were addressed by the Board of Managers in 2017 included: upgrades to the electrical breaker panel and security surveillance system.

As planned in our 2017 budget there were a number of costs recovered from other funds. A \$6,800 portion of our Music program was recovered through special bequest music funds. And, a 30% portion of the Minister's compensation plus a 30% portion of the Administrator's compensation (as from the start date of the Minister) were established as outreach-related by Session and recovered from the Outreach Trust Fund.

**Use of Memorial Fund capital.** In our November 2016 congregational meeting it was agreed that to the extent that our envelope givings did not meet our stretch target the financial deficit this might create would be backstopped by the Memorial Trust Fund. While our envelope givings did not achieve the stretch target in 2017 we did not need to backstop this with funds from the Memorial Trust Fund because overall we did achieve a financial surplus, not deficit.

**Special funds.** New special funds were received for several special projects in 2017. Our Social Outreach program received over \$2,900, principally in support of our Angels program. The Armitage Foundation donated \$2,000, which was principally used in support of special music outreach programs. The youth of the congregation raised over \$2,900 towards a future mission trip. \$1,000 was donated for special music activities and, as noted above, \$6,800 from the Music funds were used to support the 2017 music program. In addition, we added another \$8,000 to our Major Maintenance Fund; there was no spending required from that fund in 2017. At the end of the year, we have accumulated designated operating funds of over \$113,200.

**Congregational net assets.** Other than the church building (recorded costs of \$362,000), manse property (recorded costs of \$423,000), and special bequest funds (\$113,200), the cash operating funds of the congregation at December 31, 2017 were in an accumulated deficit position of \$29,170. Accordingly, you will understand that our ministry programs continue to depend directly on regular weekly envelope offerings.

As I note every year, your Treasurer would appreciate it if more families joined the PAR program – something that provides for steadier cash flows through the year and less reliance on bank borrowings!

## Outlook — the year 2017

The 2018 budget has been prepared following general direction provided by Session, its Committees and the Board of Managers. The principal changes from 2017 are (i) the addition of a second minister, estimated to have an August 1 start date, and (ii) a direction that the Music program continue without significant change and that it be fully funded through Operations, not special funds.

**Receipts.** The budget for our local envelope givings is presented with a growth target of \$3,500 in 2018. This may not seem like a big stretch, but considering the recent annual declines in givings, together with the existence of some generous top-up gifts in 2017, it is definitely a stretch target! The budget anticipates no rental of the manse while a committee of Session studies the best future use of the property. Our receipts in other areas are expected to remain similar to 2017. Overall, receipts are budgeted to decrease by \$14,400

**Net Expenditures.** Gross expenditures are expected to increase about \$74,300 in 2018. The more significant changes in expenditure levels for our 2018 ministry program budget arise from:

- (i) Increased compensation budget, taking account of a full year of the new Minister (added costs of \$7,100), the expected addition of a second minister in August (added costs of \$33,300), and changes to responsibilities and compensation, including benefits, of the Administrator (added costs of \$10,600);
- (ii) Increases in premises repairs and maintenance as a result of an expected return to more normal levels in 2018 (added costs of \$5,300) and a decision to increase the funding of the Major Maintenance Fund (added costs of \$2,000); and
- (iii) Added provision for acquiring some new computing technology to support church operations (added costs of \$2,000).

Other expenditures are expected to remain broadly the same.

Cost recoveries are expected to increase in 2018. Following the direction of Session, the Music program is to be funded fully through Operations and so there will be no cost recovery in 2018. Outreach cost recoveries will increase in 2018 as:

- (i) There will be a full year of recovery of 30% of the compensation of the Minister and Administrator (increase in recovery of \$31,300), and
- (ii) We anticipate a recovery of 70% of the compensation of the second minister (subject to finalization of roles and responsibilities) (increase in recovery of \$23,300).

**Operations – Operating Deficit.** The bottom line is that we have budgeted an Operating deficit of \$25,050.

**Use of Memorial Fund capital.** As a result of incurring an operating deficit that is a result of not (yet) having achieved the growth in envelope givings anticipated in our November 2016 congregational meeting, we will backstop this deficit by drawing on Memorial Fund capital of \$25,500 in order to eliminate the Operating deficit.

Respectfully submitted,  
Jerry Whelan, Treasurer

ARMOUR HEIGHTS PRESBYTERIAN CHURCH  
2017 FINANCIAL REPORT  
OPERATING FUNDS

**Summary Statement of Receipts and Expenditures - Main Operating Fund**

	2018 budget	2017 actual	2017 budget	2016 actual
<b>RECEIPTS</b>				
Offerings	\$ 236,700	\$ 233,611	\$ 286,100	\$ 254,403
Fund raisers	18,000	21,152	16,000	18,200
Use of premises	37,000	35,076	38,000	37,645
Use of manse	-	16,561	12,500	28,750
Trust fund income support	71,000	70,770	65,200	64,992
Total	<u>\$ 362,700</u>	<u>\$ 377,170</u>	<u>\$ 417,800</u>	<u>\$ 403,990</u>
<b>NET EXPENDITURES</b>				
Staffing and service contracts	\$ 322,600	\$ 264,937	\$ 312,650	\$ 260,743
Church upkeep - 105 Wilson	70,700	59,730	69,900	71,623
Manse upkeep - 101 Wilson	10,100	7,745	12,300	25,052
Ministry program direct spending	37,300	35,185	40,000	51,677
Communications and other	20,550	19,306	21,250	23,165
Total before cost recoveries	<u>\$ 461,250</u>	<u>\$ 386,903</u>	<u>\$ 456,100</u>	<u>\$ 432,260</u>
Cost recoveries	<u>(73,500)</u>	<u>(25,250)</u>	<u>(39,000)</u>	<u>0</u>
Total net expenditures	<u>\$ 387,750</u>	<u>\$ 361,653</u>	<u>\$ 417,100</u>	<u>\$ 432,260</u>
Operating surplus (deficit)	\$ (25,050)	\$ 15,517	\$ 700	\$ (28,270)
Use of Memorial Fund capital	25,500	0	0	0
Annual surplus (deficit)	<u>\$ 450</u>	<u>\$ 15,517</u>	<u>\$ 700</u>	<u>\$ (28,270)</u>

ARMOUR HEIGHTS PRESBYTERIAN CHURCH  
2017 FINANCIAL REPORT  
**OPERATING FUNDS**

**Detailed Statement of Receipts and Expenditures - Main Operating Fund**

	2018 budget	2017 actual	2017 budget	2016 actual
<b>RECEIPTS</b>				
<b>Offerings</b>				
Envelopes				
Local congregation	\$ 215,000	\$ 211,623	\$ 230,000	\$ 232,416
Local congregation - stretch target	-	0	35,000	
Presbyterian Sharing	16,500	16,864	16,000	16,092
Presbyterian Record	-	20	-	386
Music program	750	650	1,000	1,315
Anniversary	2,000	1,885	2,000	1,840
Youth	50	90	100	100
Sub-total envelopes	<u>234,300</u>	<u>231,132</u>	<u>284,100</u>	<u>252,149</u>
Loose	<u>2,400</u>	<u>2,479</u>	<u>2,000</u>	<u>2,254</u>
Sub-total offerings	236,700	233,611	286,100	254,403
<b>Fund raisers</b>				
Bazaar		15,575		13,646
Rummage sale		4,457		4,458
Other		1,120		96
Sub-total fund raisers	18,000	<u>21,152</u>	16,000	<u>18,200</u>
<b>Use of premises</b>	37,000	35,076	38,000	37,645
<b>Use of manse</b>	-	16,561	12,500	28,750
<b>Trust fund income support</b>				
Manse Trust Fund	34,000	33,770	31,200	31,018
Memorial Trust Fund	<u>37,000</u>	<u>37,000</u>	<u>34,000</u>	<u>33,974</u>
<b>TOTAL Receipts</b>	<u>\$ 362,700</u>	<u>\$ 377,170</u>	<u>\$ 417,800</u>	<u>\$ 403,990</u>
<b>NET EXPENDITURES</b>				
<b>Staffing and service contracts</b>				
Minister	\$ 106,500	\$ 40,653	\$ -	\$ -
Interim minister	0	58,729	80,500	80,627
Interim moderator	0	2,600	1,950	3,900
Minister, family & youth	33,300	-	-	-
Youth leaders	15,500	11,205	15,000	13,383
Staffing - provisional costs	-	-	58,000	-
Organist	30,000	30,040	30,000	30,040
Administrator	39,000	33,167	32,000	39,017
Facilities manager / Janitorial support	26,000	26,000	26,000	25,808
Provision for overtime / merit	3,000	674	3,000	-
Choir leads & guest musicians	30,000	28,920	30,000	31,210
<b>Benefits</b>				
Presbyterian church pension plan	16,400	16,330	16,000	16,330
Health and dental plan	9,400	3,886	9,500	9,305
Government plans	13,000	11,318	9,700	9,673
Other pastoral ass'ts & misc.	500	1,415	1,000	1,450
Sub-total	<u>322,600</u>	<u>264,937</u>	<u>312,650</u>	<u>260,743</u>
<b>Church upkeep - 105 Wilson</b>				
Hydro	10,500	9,235	11,300	10,814
Natural gas	8,500	7,102	8,500	6,707
Water	2,000	1,728	2,500	2,612
Telephone and cable	3,200	5,317	6,800	6,711
Maintenance contracts	10,000	9,923	8,800	9,480
Insurance	8,000	6,291	6,000	6,765
Cleaning and building supplies	2,500	2,504	2,000	3,397
Repairs & maintenance	14,000	8,752	14,000	15,167
Replenish Major Maintenance Fund	10,000	8,000	8,000	8,000
Small furnishings & fixtures	<u>2,000</u>	<u>878</u>	<u>2,000</u>	<u>1,970</u>
Sub-total	70,700	59,730	69,900	71,623

ARMOUR HEIGHTS PRESBYTERIAN CHURCH  
2017 FINANCIAL REPORT  
**OPERATING FUNDS**

**Detailed Statement of Receipts and Expenditures - Main Operating Fund (cont'd)**

	2018 budget	2017 actual	2017 budget	2016 actual
<b>Manse upkeep - 101 Wilson</b>				
Taxes	3,400	3,311	6,000	3,148
Insurance	1,500	800	800	-
Repairs & maintenance	2,500	1,737	4,000	1,663
Lease-related upgrade costs	-	-	-	19,645
Utilities	2,700	1,897	1,500	596
Phone and internet	-	-	-	-
Other	-	-	-	-
Sub-total	<u>10,100</u>	<u>7,745</u>	<u>12,300</u>	<u>25,052</u>
<b>Ministry program direct spending</b>				
Worship & music	1,000	-	1,000	-
Christian education, family, youth	5,000	4,033	8,000	4,444
Welcoming & fellowship	1,500	1,459	1,500	565
Retirement function	-	-	-	2,000
Pastoral care	300	193	-	168
Outreach				
Presbyterians Sharing	29,500	29,500	29,500	44,500
Other	-	-	-	-
Sub-total	<u>37,300</u>	<u>35,185</u>	<u>40,000</u>	<u>51,677</u>
<b>Communications &amp; other</b>				
Printing	7,800	7,968	9,000	8,193
Postage	2,000	1,897	2,200	2,151
Books, publications	300	132	700	132
Office supplies and technology	3,000	745	500	727
Presbyterian Record	-	-	-	1,780
Advertising	300	-	300	1,154
Interest/bank charges (net)	1,000	843	1,000	704
East Toronto Presbytery	5,650	7,347	7,350	8,308
Miscellaneous	500	374	200	16
Sub-total	<u>20,550</u>	<u>19,306</u>	<u>21,250</u>	<u>23,165</u>
<b>TOTAL Expenditures before cost recoveries</b>	461,250	386,903	456,100	432,260
<b>Cost recoveries</b>				
Music from Special Bequest Music	-	(6,800)	(9,000)	-
Outreach from Outreach Trust Fund	<u>(73,500)</u>	<u>(18,450)</u>	<u>(30,000)</u>	-
Sub-total	<u>(73,500)</u>	<u>(25,250)</u>	<u>(39,000)</u>	-
<b>TOTAL Expenditures - net</b>	<u>387,750</u>	<u>361,653</u>	<u>417,100</u>	<u>432,260</u>
<b>Operations - Operating surplus (deficit)</b>	(\$25,050)	\$15,517	\$700	(\$28,270)
<b>Use of Memorial Fund capital</b>	<u>25,500</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Operations - Annual surplus (deficit)</b>	<u>\$450</u>	<u>\$15,517</u>	<u>\$700</u>	<u>(\$28,270)</u>

**Statement of Accumulated Operating Funds (Deficit)**

Opening balance, January 1,	\$ (29,170)	\$ (55,845)	\$ (55,845)	\$ (27,575)
Prior year activity	0	11,158	\$ -	\$ -
Operations - Annual surplus (deficit)	<u>450</u>	<u>15,517</u>	<u>700</u>	<u>(\$28,270)</u>
Closing balance, December 31,	<u>\$ (28,720)</u>	<u>\$ (29,170)</u>	<u>\$ (55,145)</u>	<u>\$ (55,845)</u>

ARMOUR HEIGHTS PRESBYTERIAN CHURCH  
2017 FINANCIAL REPORT  
OPERATING FUNDS

**Statement of Receipts, Expenditures and Accumulation of Designated Operating Funds**

	<u>Dec. 31/16</u>	<u>Gifts</u>	<u>Spending</u>	Inter-Fund <u>Transfer</u>	<u>Dec. 31/17</u>
At discretion of Managers	\$ 345	\$ -	\$ -	\$ (345)	\$ -
Basement lighting	99	-	-	-	99
Bibles	1,319	-	-	-	1,319
Christian education	5,915	-	-	(1)	5,914
Computer	550	-	(550)	-	-
Equipment	1,083	-	(441)	-	642
Evangel Hall	151	80	(60)	-	171
Flowers and landscaping	1,370	200	(495)	-	1,075
Kitchen	(97)	-	-	97	-
Major maintenance	34,796	-	-	8,000	42,796
Mission trip for Youth	634	2,933	-	-	3,567
Music	9,170	1,000	(7,250)	-	2,920
Outreach (Armitage)	16,425	2,000	(3,470)	-	14,955
Piano fund	619	-	-	-	619
Portland Place	(119)	-	-	119	-
PWSD	-	750	(750)	-	-
Sacraments, music stand	161	-	-	-	161
Social outreach	4,724	2,920	(2,974)	(119)	4,551
Sound system	1,320	-	(69)	-	1,251
Stained glass windows	1,434	-	-	-	1,434
Estate - Jean Warren	5,000	-	-	-	5,000
Estate - Florence Smith	9,971	-	(2,772)	-	7,199
Estate - Edwards	19,617	-	-	-	19,617
<b>Total Designated Funds</b>	<b><u>\$ 114,487</u></b>	<b><u>\$ 9,883</u></b>	<b><u>\$ (18,831)</u></b>	<b><u>\$ 7,751</u></b>	<b><u>\$ 113,290</u></b>

**Statement of Congregational Net Operating Fund Assets**

	<u>Dec. 31/17</u>	<u>Dec. 31/16</u>
Bank current account	\$87,357	\$69,167
Accounts receivable	1,048	1,337
HST/GST/PST receivable	8,527	9,865
Receivable from (payable to) Trust Funds	(2,549)	(8,225)
Deferred lease-related manse renovation costs	-	-
Special bequest investments	-	-
Prepaid expenses	11,645	9,072
Church building	361,577	361,577
Manse - 101 Wilson Avenue	423,161	423,161
Deferred income	(8,500)	-
Accounts payable and accruals	<u>(13,408)</u>	<u>(22,574)</u>
<b>Congregational surplus</b>	<b><u>\$ 868,858</u></b>	<b><u>\$ 843,380</u></b>
<b>Comprising:</b>	<b><u>Dec. 31/17</u></b>	<b><u>Dec. 31/16</u></b>
General Operating Fund	\$ (29,170)	\$ (55,845)
Real Estate Fund	784,738	784,738
Designated Operating Funds	113,290	114,487
<b>TOTAL OPERATING FUNDS</b>	<b><u>\$ 868,858</u></b>	<b><u>\$ 843,380</u></b>



ARMOUR HEIGHTS PRESBYTERIAN CHURCH  
2017 FINANCIAL REPORT

**Schedule of Health Ministry Expenditures**  
**Period ended December 31, 2017**

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	<u>2017</u>	<u>2016</u>	<u>2015</u>
Educational resources	\$0.00	\$50.00	\$0.00
Inter Church Health Ministries	500.00	500.00	500.00
Event expenses	552.63	(52.17)	735.04
Honoraria	0.00	0.00	0.00
Furnishings and equipment	0.00	0.00	0.00
Donations	(1,986.00)	(280.50)	(297.50)
Advertising	0.00	0.00	0.00
Supplies	315.75	392.41	568.80
Cell phone	81.39	34.60	0.00
Telephone - landline	1,004.29	1,575.69	1,448.11
Compensation	20,249.94	24,815.22	24,130.92
Benefits	1,162.49	1,535.01	1,497.53
Travel	488.16	630.86	804.86
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>\$22,368.65</u>	<u>\$29,201.12</u>	<u>\$29,387.76</u>

Note: Operations of the Health Ministry are wholly funded as a managed ministry by the Melrose Park Outreach Trust Fund

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# Session Fund

## ARMOUR HEIGHTS PRESBYTERIAN CHURCH

<b>Bank Balance December 31, 2016</b>		<b>1,659.61</b>
Receipts:		
Donations	\$ 406.00	
Bank Interest	<u>0.88</u>	
Total Receipts		\$ 406.88
Disbursements		
Search Team	<u>\$205.75</u>	
Total Disbursements		<u>\$205.75</u>
<b>Bank Balance December 31, 2017</b>		<b><u>\$ 1,860.74</u></b>

Respectfully submitted,  
Nancy Taylor, Treasurer

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# Armour Heights Presbyterian Church

## DRAFT MINUTES OF ANNUAL BUSINESS MEETING

### February 26, 2017

1. The Rev. Carolyn McAvoy gave a warm welcome to everyone.
2. The meeting was constituted by the Rev. Carolyn McAvoy at 11:55 a.m. with a prayer and a moment of remembrance for members of our church and the community who have departed from us in 2016. We offer our sympathy to all who have lost loved ones this year.
3. MOVED by Barbara Thomas, seconded by Mary-Lynn Dodson that Elsie Powell be appointed secretary. CARRIED.
4. MOVED by Linda Bossi, seconded by Margaret Cockburn that the agenda be adopted. CARRIED.
5. MOVED by Tom Nettleton, seconded by Margaret Cockburn that the minutes of the Annual Business meeting held February 21, 2016 be adopted. CARRIED.
6. Carolyn made a note of the cards on each table and asked a member from each table to stand and read them. They were thank you cards representing every team and volunteer organization active in the church.

#### **MINISTRY REPORTS:**

7. MOVED by Michael Nettleton, seconded by Mary Cormack to receive and consider all ministry reports. CARRIED.

Michael Nettleton reviewed the transition roadmap as outlined in the 2016 annual report. Explained Ad Hoc Teams and their key groundwork.

For new ministry:

- ADMINISTRATION AD HOC TEAM – revised administrative tasks and systems; administrative staffing transition, physical storage and access.
- DEMOGRAPHICS TEAM – congregational and community demographics, and future program implications.

For Search:

- MODELS OF MINISTRY AD HOC TEAM – Priority areas of ministry, required ministerial support, alternative models of ministerial staffing.
- FINANCE TEAM – Assess expenditures and revenue sources, scenarios to support ministry, enhancing financial systems.

Search team progress:

Activity to date:

- i. 28 individual candidates (Lead Minister)
- ii. 3 teams expressed interest

Short list established:

- i. Obtained further information from candidates
- ii. Visits and virtual visits in process
- iii. interviewing in process through mid-March.

The Search Team has appreciated the guidance of Interim Moderators the Rev. Nick Athanasiadis and latterly the Rev. Rick Fee, who commenced his role in January 2017.

What to expect next:

1. Confidentiality for the protection of all who have applied.
2. Team recommends a candidate to Session
3. Session affirms a candidate to preach for Call
4. The Call will hopefully be supported and upheld.

Recognition of Service – Sustaining Elders: Carolyn and Michael thanked Ruth Collins, Pam Frake, Jan Khnanishoo, Dennis & Sandra Lane and George Powell for their dedication and commitment. Specifically Michael thanked George for his 42 years of service as an Elder and Chair of Music and Worship Team.

Bruce Nasmith reminded everyone of the upcoming Sing along Messiah, April 4, 2017 in Armour Heights and should not be missed.

Youth Ministry will be partnering up with Trinity Presbyterian Youth for Camp In Your Own Back Yard and other events this summer.

Melrose Park Outreach Trust Fund continues with promised commitments to Camp Cairn and A.R.I.S.E. Ministry.

MOVED by George Powell, seconded by Tom Nettleton to adopt ministry reports. CARRIED

## **TRUSTEE REPORT**

8. MOVED by Brian Westlake, seconded by Tom Fischer to receive and consider the Trustee Report. CARRIED.

The Trust Funds consist of three separate funds, that are combined for investment purposes, but that are otherwise separate:

- Manse Fund -- \$562k at year end
- Memorial Fund -- \$616k
- Melrose Park Outreach Fund -- \$1,361k
- DeCourcy Rayner Fund of \$28k (in support of scholarly writing)
- Total assets sit at \$2,569k

The Trust Funds can only be used for their designated purposes. The new Ministry plan anticipates using some of the Memorial Fund as necessary in the near future. Greater

emphasis to be placed on identifying Outreach activities that will rightly qualify for support from the Melrose Park Outreach Trust Fund.

The investment return in 2016 was a very satisfying 16%, under the able guidance of Dr. Michael Graham and Richard Graham. Michael has retired from his advisory role and Richard Graham, with Scotia McLeod, who has been assisting for many year has taken over the lead advisory role. Brian expressed his appreciation to Michael Graham who attended the meeting.

There are seven Trustees: Shaun Darchiville, Mary-Lynn Dodson, Tom Fischer, Peter Kinch, Cam Murray, Ross Robins and myself (Brian Westlake). Peter Kinch's term of office is expiring but he is eligible and willing to serve for another three year term.

MOVED by Brian Westlake, seconded by Tom Fischer that Peter Kinch be re-elected to serve for another 3-year term. CARRIED.

George Powell inquired about recent recipients of the DeCourcy Rayer Fund and noticed that the amount in the fund had continually gone up. Michael Nettleton replied that this fund needs to be revitalized as the Presbyterian Record is no longer publishing.

## **ELECTION OF TRUSTEES**

9. MOVED by Brian Westlake, seconded by Shaun Darchiville to adopt the Trustee report. CARRIED.

## **ELECTION OF MANAGERS**

10. Since David had no requests by members to leave the Board he MOVED that all present of the Board remain for at least for one more year. CARRIED.

## **FINANCIAL STATEMENTS**

11. MOVED by Michael Nettleton, seconded by Margaret Cockburn to receive and consider the financial statements. CARRIED.

Jerry Whelan highlighted statements via skype.

MOVED by Jerry Whelan, seconded by Peter Kinch to adopt the 2016 financial statements. CARRIED.

## **BUDGET**

12. MOVED by Michael Nettleton, seconded by David Murray to receive and consider the 2017 Budget.

Linda Bossi expressed concern in reducing the choir budget. It was noted that a previous Music and Worship meeting it was decided to use some of the Armitage Foundation Funds to address the budget shortfall budget at least until a new minister or team arrives.

For information George Powell read letters from the Armitage Funds in which it stated that those funds were to be designated to the music programmes, not necessarily for Outreach which is the term used in the statement designated fund.

MOVED by Jerry Whelan, seconded by David Murray to adopt the 2017 Budget. CARRIED.

## **CONCLUSION**

13. Our new Interim Moderator, The Rev. Dr. Rick Fee concluded the meeting by saying it was an easy role to walk into. He emphasized that these days must be anxiety-producing ones for the congregation. The team is working close to timeline. He stressed that confidentiality is a key issue for all applicants.
14. Carolyn called for a motion to adjourn. MOVED by Barbara Thomas, seconded by George Powell, the meeting adjourned at 1:40 p.m. with a prayer, a hymn and Benediction.

## ARMOUR HEIGHTS PRESBYTERIAN CHURCH

105 Wilson Avenue, Toronto M5M 2Z9  
Church Offices 416-485-4000, Fax 416-485-2304, Parish Nurse 416-485-3741  
Web Page, [www.armourheights.org](http://www.armourheights.org)

### CURRENT DIRECTORY OF PERSONNEL

Rev. Dr. Harris Athanasiadis, Minister ..... [hathan1964@hotmail.com](mailto:hathan1964@hotmail.com) — 416-997-1564  
Erin Stone, Church Administrator ..... [estone@armourheights.org](mailto:estone@armourheights.org) — 647-400-0396  
Bruce C. Nasmith, Director of Music ..... [brucenasmith@gmail.com](mailto:brucenasmith@gmail.com) — 905-428-9493  
Barbara Thomas, Assistant Parish Nurse ..... [bethomas@sympatico.ca](mailto:bethomas@sympatico.ca) — 416-782-7130  
Vanessa Horne, Children's Ministry Coordinator ..... [vanessa.dawn.horne@gmail.com](mailto:vanessa.dawn.horne@gmail.com) — 705-323-7049  
Sarah Roberts, Children's Ministry Coordinator ..... [sarahroberts945@gmail.com](mailto:sarahroberts945@gmail.com) — 647-784-3883  
Rev. Dr. Carol Loudon, Minister-in-Association ..... [cloudon@rogers.com](mailto:cloudon@rogers.com) — 416-421-3810  
Rev. Dr. Pam McCarroll, Minister-in-Association ..... [pam.mccarroll@utoronto.ca](mailto:pam.mccarroll@utoronto.ca) — 416-970-1564  
Rev. Rodger Talbot, Minister-in-Association ..... [rtalbot69@aol.com](mailto:rtalbot69@aol.com) — 416-444-1064  
Rev. Bill Middleton, Minister Emeritus ..... [wjmiddle2@gmail.com](mailto:wjmiddle2@gmail.com) — 416-487-6294

### Kirk Session

Ricki Anglin ( <i>Envelopes, Roll</i> ) .....	416-486-0648	John Miller .....	416-630-1023
Hillary Armstrong .....	647-292-2280	Susan Murray .....	416-256-0667
Elizabeth Brown .....	416-783-3879	Michael Nettleton ( <i>Clerk</i> ) .....	416-445-3181
Shaun Darchiville .....	416-781-8723	Tom Nettleton ( <i>Presbytery</i> ) .....	416-488-0782
Mary-Lynn Dodson .....	416-484-6061	Christy Smith .....	416-250-8144
Tom Fischer ( <i>Presbytery</i> ) .....	416-781-2769	Nancy Taylor ( <i>Session Fund</i> ) .....	416-733-9682
Sharon Fischer .....	416-781-2769	Barbara Thomas .....	416-782-7130
Linda Grant .....	416-635-9647	Jeff Walters .....	905-833-6479
Peter Kinch .....	416-484-6451	Brian Westlake .....	416-481-3867
Murray MacCausland .....	416-438-2388	Jerry Whelan ( <i>Treasurer</i> ) .....	416-221-2241

### Board of Managers

Ricki Anglin ( <i>Envelopes</i> ) .....	416-486-0648	John Miller .....	416-630-1023
Bob Craig .....	416-223-9846	David Murray ( <i>Chair</i> ) .....	416-256-0667
Harry Fraser .....	416-225-6545	Tom Nettleton .....	416-488-0782
Sandy Green .....	416-482-1805	Elsie Powell .....	416-486-0520
Jan Khnanishoo .....	905-426-5712	Ross Robins .....	416-482-5059
Murray MacCausland .....	416-438-2388	Jerry Whelan ( <i>Treasurer</i> ) .....	416-221-2241

### Board of Trustees

Shaun Darchiville .....	416-781-8723	Cam Murray .....	416-482-2291
Mary-Lynn Dodson .....	416-484-6061	Ross Robins ( <i>Treasurer</i> ) .....	416-482-5059
Tom Fischer .....	416-781-2769	Brian Westlake ( <i>Chair</i> ) .....	416-481-3867
Peter Kinch .....	416-484-6451		

### Sustaining Elders

Ruth Collins .....	647-559-5790	Sandra Lane .....	416-481-6590
Pam Frake .....	416-482-1715	George Powell .....	416-486-0520
Jan Khnanishoo .....	905-426-5712	Rowena Van Seters .....	416-932-0784
Dennis Lane .....	416-481-6590	Margaret Lewis ( <i>Elder Emeritus</i> )	

