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# Topsail United Church 2018 Annual Report

*"The Church by the Side of the Road"*

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## Church Directory 2018

### Minister and Staff

|                             |                    |
|-----------------------------|--------------------|
| Minister                    | Rev. Bruce Kearley |
| Youth Program Coordinator   | Brett Vey          |
| Office Manager              | Jacqueline Kennedy |
| Caretaker                   | Roger Richards     |
| Organist                    | Beth Cranston      |
| Choir Director              | Andrew Cranston    |
| Family Service Music Leader | Brett Vey          |
| Wedding Coordinator         | Rosemary Richards  |
| Cemetery Caretaker          | Bob Bennett        |
| Webmaster                   | Ken Corbett        |

### Official Board

|            |                  |               |
|------------|------------------|---------------|
| Chair      | Brad Cole        |               |
| Vice Chair | Valerie Howe     |               |
| Secretary  | Lynn Mercer      |               |
| Treasurer  | David Howe       |               |
| Members    | Dianne Butler    | Doreen Cave   |
|            | Carol Gillingham | Claude Hender |
|            | Lloyd Hobbs      | Edwina Howell |
|            | Denise Jacobs    | Debbie Lynch  |
|            | Randolph Mavin   | Jackie Perry  |
|            | Joan Squires     |               |

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### Committee Chairs

|   |                               |
|---|-------------------------------|
| Christian Development Committee           | Carol Gillingham              |
| Finance and Administration Committee      | Sandra Baggs                  |
| Fundraising Committee                     | Bob Bennett / Gillian Corbett |
| Ministry and Personnel Committee          | Gillian Corbett               |
| Mission Articulation Plan (MAP) Committee | Paul Burt                     |
| Pastoral Care and Membership Committee    | Valerie Howe                  |
| Property and Trustee Committee            | Paul Burt                     |
| Outreach Committee                        | Mildred Coles                 |
| Worship and Sacraments Committee          | Doreen Cave                   |

### Church Group Leaders

|                               |  |
|-------------------------------|--|
| Coffee Group                  | Madeline Parsons, Treasurer  |
| Men's Club                    | Bob Bennett  |
| Sunday School and Youth Group | Anne Allen, Treasurer  |
| Sunday School                 | Jo-Ann Stone, Superintendent<br>(January to June)<br>Genevieve Phillips, Superintendent<br>(September to December) |

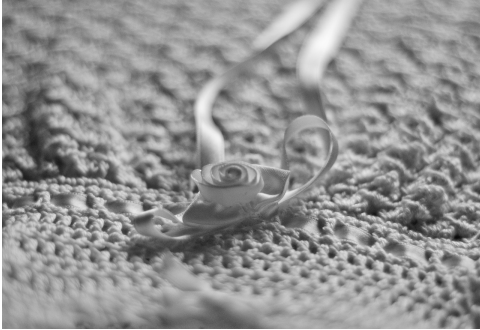
### East District Representatives

|                       |                    |             |                |
|-----------------------|--------------------|-------------|----------------|
| Delegates             | Bob Bennett        | Doreen Cave | Rosalind Foley |
| Burry Heights Contact | Outreach Committee |             |                |



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## Church Rolls 2018



21 Baptisms



16 Funerals



3 Marriages

*The following are lovingly remembered:*

*Howard "Brian" Smart  
Arthur Andy Whitehorne  
Jennifer Lynn Martin  
Helen Louise Grandy  
Alexander Peet Shields  
Maggie Whiteway  
Janet Mill Johnston Fudge  
Edwin Matthew LeGrow Sr.*

*Norman Ares  
Louise Baldwin  
Richard Gollop  
Daphne Wyatt  
Theresa Kayser  
Francis Ralph  
Betty Lorraine Wilson  
Arthur William Abbott*

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## Historic Roll 2018

The Historic Roll is maintained by the Church Office and contains the names of all those who have joined Topsail United Church by either confirming their baptismal vows, by profession of their faith, or by the transfer of their membership. This Roll should only contain the names of those members who reside in the area and who continue to have an active interest in the life and work of the church. Membership is subject to review by the Official Board. Updates to the Historic Roll for 2018 include the following:

|  |    |   |
|--|----|---|
| <b>New Members by Confirmation of Baptismal Vows</b> | 10 | Andrew Reuben Butt<br>Tyler Scott Sullivan<br>Katelyn Samantha Butler<br>Abigail Squarey Mitchell<br>Morgan Bradley Cole<br>Luke Leander Parsons<br>Alexander Joseph Corbett<br>Tyler Christopher Rowe<br>Jona Christopher Hodder<br>Owen Alexander Swain |
| <b>New Members Transferred In</b>                    | 1  | Denise Jacobs   |
| <b>Members Transferred Out</b>                       | 0  |   |
| <b>Deceased Members</b>                              | 1  | Maggie Whiteway   |

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## Annual Congregation Meeting Minutes - March 4, 2018

1. CALL TO ORDER: Rev. Bruce called the Annual Congregational Meeting to order at 12:00 p.m. welcoming all in attendance.
2. CHAIR AND SECRETARY FOR THE 2017 CONGREGATIONAL MEETING: Rev. Kearley called for nominations for the Chair and Secretary for the meeting. Brad Cole was nominated Chair and there being no further nominations, agreed to chair the meeting. Jackie Perry was nominated Secretary and there being no further nominations, agreed to accept the position.
3. OPENING DEVOTIONS: Rev. Bruce provided devotions. He led the singing of "Follow On", read from the Scripture, and then gave a short reflection focused on the need for everyone to share in the ministry at Topsail United Church through the work of the congregation, the Board and the various Committees. He ended with a short prayer.
4. ACKNOWLEDGEMENT AND THANKS: The Chair expressed thanks to Rev. Bruce and also to all the members of the various Committees and the TUC staff for their hard work.
5. APPROVAL OF THE AGENDA: While an official agenda was not circulated in advance, it was agreed that the minutes of the last Congregational Meeting would serve as an agenda.
6. MINUTES OF THE FEBRUARY 26, 2017 ANNUAL CONGREGATIONAL MEETING: MOTION: Fred Brown moved that the minutes of the February 26, 2017 Annual Congregational Meeting be adopted as circulated. Seconded by Pat Jones, the motion was CARRIED.
7. ADOPTION OF 2017 REPORTS: MOTION: Valerie Howe moved that all 2017 reports of Committees will be presented individually and discussed, with one motion to accept them all. The financial report including the 2018 Budget would be approved in a separate motion. Seconded by Alice Tulk, the motion was CARRIED.
8. Church Rolls: In their remembrance, Rev. Bruce read the names of those who had passed away in 2017 and indicated that 14 funerals were conducted during the year. Prayer was said followed by a moment of silence. The Lord's Prayer was repeated by all present.
9. 2017 ANNUAL REPORTS:
  - a. **Minister** - Rev. Bruce Kearley noted that being part of the TUC congregation means being part of ministry to God and that being involved in the various activities allowed us to listen to his spirit in our hearts as part of a community. He also acknowledged the continuing need by the food bank and the continued support from the congregation. He acknowledged the work of Brett Vey and Heather Cronhelm in Christian Development as well as the rest of the

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staff in support of his ministry. He expressed his appreciation on behalf of himself and his wife, Dianne, for the appreciation they feel. MOTION: Lynn Mercer moved that a vote of thanks be given to Rev. Bruce and the staff for their work during the year. This was seconded by Lloyd Hobbs and the motion was CARRIED.

b. **Chair of the Board** - Brad Cole noted that the year passed very quickly and challenged everyone to ask themselves what they have done for their church, despite their busy lives. He acknowledged the work of the Official Board and the various Committees. He noted that while the Committees were strong and making a significant contribution to the church, he asked everyone to consider helping out in some way when help was needed.

c. **Pastoral Care and Membership** - Gillian Corbett noted that the Committee is currently in need of a chair. A question was asked whether the number of supporting families (352) represented those who were actually making a financial contribution to the church. It was clarified that this represents the number making contributions via PAR or envelopes. It was noted that the board has discussed the need for a committee to examine how to increase overall givings.

d. **Worship and Sacraments** - There was no discussion or questions.

e. **Organist/Choir Director** - Andrew Cranston noted that while the section leader project was supported by the board, no candidates were identified. He offered his thanks to the members of the choir for their consistently good attendance.

f. **Christian Development (including Youth Program Coordinator)** - It was noted that the Christian Development Committee had not been active during the year but the various programs had been very successful as outlined in Brett Vey's report. A new chair had been identified for the Christian Development Committee (Carol Gillingham) and the Committee has been reformed and rejuvenated.

g. **Ministry and Personnel** - There was no discussion or questions.

h. **Outreach** - There was no discussion or questions.

i. **Property and Trustee** - The work on the alter by Cle Cullen and his son, Dryden, was acknowledged. It was noted that the power cords have been effectively secured and hidden.

j. **Men's Club** - A discussion of the presentation of the finances associated with this Committee occurred. Boyde Clarke indicated that the balance in the account of this group was neither revenue nor income and it was decided to maintain the current reporting.

k. **Coffee Group** - It was noted that this is a very active group with 34 women participating; some of which are not members of the congregation but interested in the various activities.

l. **Fundraising Committee** - This is a relatively new committee (2 years old) formed to coordinate fundraising efforts. The 2017 lobster/steak dinner was cancelled due to the high price of lobster but will be planned for 2018 again possibly with a different date. The Kevin Collins concert wasn't successful and will be reconsidered for 2018. A question was raised regarding the difference in the income presented in the Fundraising Report compared to the financial report and a commitment was made to look into the difference as the numbers should be the same. A suggestion was made to investigate cushions for pews.

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m. Finance Committee - Boyde Clarke presented the financial report for 2017. He noted that it was a good year primarily due to extraordinary items (e.g. bequests, large donations, insurance settlement). He noted that 125 families are giving through PAR and that the fees associated with this program were very low. He noted that the 2018 budget had been approved by the Board at the last meeting. The projected income is expected to be largely the same as 2017 with some possible increase in expenses (Ministry and Personnel and Property) with a resulting deficit projected. He noted that the concept of planned giving is worthy of exploration in the future. In response to a question regarding the status of the audit, Boyde noted that this is not required by United Church of Canada policy and that a full audit would be very expensive with minimal benefit resulting. He did indicate that an independent review of financial practices and controls is underway. A question was asked regarding the absence of a balance sheet. Boyde indicated that it would not be possible nor useful to generate a balance sheet given that there was uncertainty regarding the valuation of the building and the land, there was no debt, no payables and no receivables. TUC finances are generally conducted on a cash basis. MOTION: Doreen Cave moved that the 2017 financial report, including the 2018 budget be adopted as presented. Fred Brown seconded the motion and it was CARRIED.

n. **Nominating Committee** - The following nominees to the Board were put forward for consideration: Diane Butler, Edwina Howell, Joan Squires, Randolph Mavin. MOTION: Lynn Mercer moved that nominations cease and that those nominated be elected as Board Members for 3 years. This was seconded by Gillian Corbett and the motion CARRIED.

10. Doreen Cave spoke about the Delegates to East District Conference. She indicated that she and Bob Bennett have been delegates for many years and encouraged interested people to consider putting their names forward. She indicated that the commitment involves an annual 3-day meeting somewhere in the province plus possible committee work. She said it was an opportunity to learn about and see more of the work of the United Church of Canada.

11. Valerie Howe (who replaced Brad Cole as chair of the meeting) thanked those in attendance.

12. MOTION TO ADJOURN: Fred Brown moved that the meeting be adjourned at 1:45 pm. CARRIED.

13. BENEDICTION: Rev. Bruce closed the meeting with a benediction.

Respectfully submitted,

Brad Cole/Valerie Howe, Chair

Jackie Perry, Secretary

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## Message from the Minister



*Now thank we all our God, with heart and  
hands, and voices,  
Who wondrous things has done, in whom this  
world rejoices,  
Who from our mother's arms has blessed us on  
our way  
With countless gifts of love, and still is ours  
today.*

#236 Voices United  
Words: Martin Rinckark ca. 1636,  
trans. Catherine Winkworth 1858  
Music: Johann Cruger 1647

Dear Friends:

I greet you in Christ's name. Many years ago I memorized the poem – **"Thirty days has September, April, June and November. All the rest have 31 except February alone, which has 28 days clear, and 29 each leap year"**. I share this poem with you as a way of realizing and acknowledging how fast a year and indeed years go by. You are probably asking *"what does this poem have to do with the annual report?"* Well there are two reasons. The first being that it does not seem like a year since I wrote my letter for last year's annual report. The second being that it does not seem like that I have been minister here at Topsail United Church (*The Church by the Side of the Road*) for almost sixteen years. I say, from the bottom of my heart, they have been wonderful years filled with much joy and many blessings.

As you are aware, I will be retiring from active ministry on March 31 after 34 years of service. I began my ministry here on October 1, 2003. On my very first Sunday I looked out over the congregation and, apart from a few people, everybody else I had never met. But my wife Dianne and I were very quickly welcomed into the warmth of this congregation. And now all of you have become part of my family who I love, respect and admire with all my heart.



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During my time here and when I was asked to say something it would always be prefaced with the words – *“Bruce will you have a few words – will you say a short prayer or give a brief meditation?”* Those are words of wisdom and my comments will be “brief.” It is, however, impossible to sum up 16 years of ministry within a congregation. I prefaced this report with a verse from the wonderful Hymn *“Now thank we all our God.”* It is these words that reflect these years as we have ministered together in this congregation. Dianne and I are thankful to God and thankful to all of you for your love, support and kindness to us and our family.

And now to the “report” section of my letter. There are many things that bring us together as people of faith but the one thing that is “foundational” to our coming together is Worship. We are very blessed here at Topsail United to have wonderful leadership in worship through our Mixed Choir, Male Choir, Inspiration Choir (youth), Courage Band (youth) Sunday School, Soloists, Lay Readers & Visiting musical guests. The worship leadership of these groups under the direction of Beth and Andrew Cranston and Brett Vey is truly amazing and lifts our spirits as we come to worship each week. It truly enables us to: **Now thank we all our God, with heart and hands, and voices.** This Annual report adds to that worship experience as it presents the many activities of the groups, committees and people who provide other ways that we experience God’s presence.

We strive, in our personal and communal faith, to express God’s love in our care and respect for all people and all of Creation. I realize, however, that some days it is difficult to feel that presence especially when our journey takes us through times of sorrow and loss. There are members of our congregation whose journey in 2018 has been difficult because of the death of a loved one or some other circumstance. I cannot take away that hurt but may knowing that God’s love is there for strength and, as a congregation, we are walking with you in prayer and support bring you a sense of comfort on the difficult paths of life.

Thanksgiving for God’s love is also seen in our times of celebration. There were many opportunities for us to celebrate together as a congregation this past year. It would be impossible to mention all of them in this letter but a read through the Annual Report highlights the many activities our groups and committees have provided for the social enjoyment and spiritual nurturing of our congregation. Some of these were The Thanksgiving variety concert, the visit of the Toronto Welsh Male Voice Choir and the Sunday School Christmas pageant. It is with praise to God and a thanksgiving to you that this report is compiled and made available. As you read through this report please do so with a deep sense of gratitude for God’s blessings and God’s guidance throughout the year.



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I do want to offer special thanks for your generous and regular support of the CBS/Paradise Food Bank. The Food Bank has experienced an increase in usage and we keep the needs of the Food Bank in our thoughts and support as we continue to bring food items and monetary donations to weekly worship services. Topsail United, along with all denominations in CBS and Paradise, regularly provide support for Food Bank needs.

It is difficult to write a letter for the annual report and not make reference to finances. The many projects we do are dependent upon the support of financial contributions. Because of your generous support we have been able to pay congregational expenses and support the larger work of the United Church of Canada through our Mission and Service Fund. Your commitment to sharing your time, talent and financial support is a ministry in itself and without your support the overall ministry of our congregation could not happen. We celebrate the fact that in 2018 we were able to hold our own financially while ending the year with a very modest deficit. (Please take a look at the report from our finance committee). The need, however, is always there to continue to meet the demand of increased expenses. The ways you can maintain and possibly increase regular contributions are by regularly using weekly envelopes, monthly envelopes or by contributing through PAR (pre authorized remittance). Our church office can give you information on any of these ways. Thank you for your generous financial support.

I also, on behalf of myself and the congregation, want to express deep appreciation to our church staff. Thank you to *Jacqueline Kennedy, Brett Vey, Beth and Andrew Cranston, Rosemary & Roger Richards* for their support, expertise, help and guidance to me and our congregation.

The year ahead will be a time of transition as I end my ministry with you and another minister comes to share with you in the ministry of this Congregation. Mr. Brad Cole (Chair of the Board) has, in his report, outlined the way forward in that transition. I ask you to read his report and support the Board and the transition team in assessing the needs of the congregation as you move forward together in the ministry to which God has called all of us. Please be a part of this process.

You, the people of Topsail United Church, are continuing the wonderful and vital ministry that was started in 1837 when this congregation began. By your very lives you accept the call to ministry as you live the words of the scripture to “*do justice, love kindness and walk humbly with your God.*” (Micah 6:8) It is by striving to live these words that Topsail United Church will continue to be a place where people are accepted, loved and grow spiritually.

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The title of my very first letter to this congregation in 2003 was “*Looking Forward*”. I shared in that letter a poem entitled “*If this is not a place*”. The words of this poem still speak as you look forward in this time of transition.

*If this is not a place where tears are understood,  
where do I go to cry?  
If this is not a place where I can try, and learn and grow,  
where do I go to try?  
If this is not a place where my questions can be asked,  
where do I go to seek?  
If this is not a place where my feelings can be heard,  
where do I go to speak?  
If this is not a place where you'll accept me as I am,  
where can I go to be?  
If this is not a place where I can seek and speak and be,  
where can I just be me?  
(Author Unknown)*

As I end my ministry with you, I ask you to support the transition team and your new minister and “look forward” to the journey together. You, the dear people of Topsail United Church will always have a special place in my heart and my prayers. We will always be “*Pilgrims on a Journey*”. I end my report with these words.

*We are pilgrims on a journey, fellow travellers on the road,  
We are here to help each other walk the mile and bear the load.*

*I will weep when you are weeping, when you laugh I'll laugh with you,  
I will share your joys and sorrows, till we've see this journey through.  
(#595 Voices United)*

Dianne and I say thank you and God bless you ALL.

Blessings,



Rev. Bruce

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## Message from the Official Board Chair

Dear Friends and Family – Topsail United Church,

To quote a line from a classic song composed by the great Bob Dylan, *“For the times they are a-changin’”*!!! Beautiful song that tells a story about preparing for and accepting change throughout our lives. Topsail United Church is undergoing a change now and how we plan and prepare for this change will set the stage for our future. We should always be prepared to accept change and look at it as a positive step toward building on and enhancing what we have established here at Topsail United Church over the last sixteen years.

I guess you all know what I am referring to, the retirement of our minister, Reverend Bruce who will be stepping down on March 31<sup>st</sup>, 2019 from full time ministry here at Topsail United Church. We have been so blessed and enriched by his presence and leadership, supported by his beautiful wife, Dianne. I would like to take this opportunity on behalf of the Board and Congregation to thank you Rev. Bruce and Dianne, for your commitment, leadership, and true friendship to our congregation and extended community. We have been truly blessed to have you both as a part of our family during the past sixteen years.

That being said, we are well underway preparing for this change. We have a committee formed that is tasked with developing a Mission Articulation Plan (MAP), a plan that will map out our mission and how we achieve that mission. Development of our MAP will follow a “strategic planning process” to assess what we are currently doing; identify the direction we wish to go; and then decide how we will get there. Paul Burt is chair of the Committee, and joined by Judy Powell, Lloyd Hobbs, Valerie Howe, Noel Brissard, and Erin Burt (youth advisor) as members. Thank you to all members for volunteering your time to this process. And to all members of our congregation, you will have an opportunity over the coming months to provide your opinion to the Committee, you will have your “say” during this process and I strongly encourage you to do just that. So look forward to receiving questionnaires, information bulletins, and the like over the next several weeks and please take the time to respond with your valued comments and opinions.

Also, and to further prepare ourselves for the transition to new ministry, we have decided to proceed with an Intentional Interim Ministry as recommended by the Conference. This ministry assists with transitions of all kinds, especially the departure of a long-tenured (10+ years) minister, as is our case with Rev. Bruce. It is an opportunity for our community of faith to take an *“intentional time-out”* to seek spiritual and organizational renewal, to rediscover our identity, and to evaluate our mission. The development of the Mission Articulation Plan will assist us in mapping out our future during the transition period.

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Financially, we remain strong and secure. Following a call to the congregation earlier this year, we have ended 2018 with a small deficit, certainly nothing to be concerned with. As a matter of fact, we have lowered the expected deficit significantly from our projections a year ago. Thank you to all who answered the call, your continued support to our church is acknowledged and very much appreciated.

Again, as I acknowledged in past reports, a rather large ***“THANK YOU”*** to all our volunteers who sometimes may feel their efforts are not appreciated. Well, that is certainly not the case here at TUC. Year after year, you continue to dedicate your time and energy to serve God in many ways. Without your commitment we would not be the church we are today. Remember, ***“Volunteers don’t get paid, not because they’re worthless, but because they’re priceless.”***

In closing, I have to again say thank you to all the board members, the committee chairs, the many volunteers, and of course our wonderful staff here at Topsail United Church, ***The Church by The Side of The Road***. Your efforts are truly remarkable. Let us all embrace our future as we progress through the next several months, and remember. ***“God is with us, we are not alone, thanks be to God”***

God Bless You All,

Brad Cole



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## Christian Development Committee Report

**Chair:** Carol Gillingham  
**Members:** Jo Ann Avery Jackie Perry Genevieve Phillips  
Judy Powell Jo-ann Stone Brett Vey  
**Ex officio:** Rev. Bruce Kearley

The Christian Development Committee met four times in 2018: January 2018, May 2018, June 2018, and October 2018. This Committee was re-activated in 2018 with the main focus of assisting in providing relevant and educational instruction to the church members – both adult and youth.

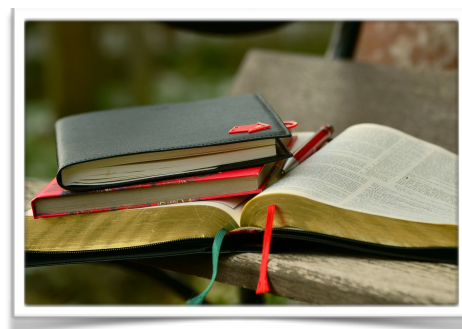
The work of the Christian Development Committee in 2018 included:

- Completed a review of the Youth Coordinator's job description to ensure we would provide appropriate support to maximize the effectiveness of this role.
- Recruited Genevieve Phillips as a member to fulfill the requirement of a representative of our Sunday School on the Committee.
- Met with Rev. Roger Janes in June 2018 to discuss other ways to better engage the pre-teen and teenage groups in faith formation activities. As a result, and at Rev. Janes suggestion, we decided to focus on the existing Crescendo and Encounter groups already successfully being led by Brett Vey and a team of dedicated leaders who volunteer their time.
- Commenced a review of the Godly Play and Spark programs used during the Sunday School classes to determine ways to make these programs easier to provide while maintaining proper faith-based instruction to our youngest church members.
- An adult study entitled *"Living the Questions"* was proposed by Rev. Kearley and commenced September 2018 at Topsail United Church.

2018 was, as mentioned, a relaunch of the Christian Development Committee. It was an exciting and educational year for each member which will continue into 2019 as the Committee continues its work in the areas above.

Respectfully submitted,

Carol Gillingham



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## Pastoral Care and Membership Committee Report

|                    |                                      |                           |
|--------------------|--------------------------------------|---------------------------|
| <b>Chair:</b>      | <b>Valerie Howe</b>                  |                           |
| <b>Members:</b>    | <b>Gillian Corbett</b>               | <b>Genevieve Phillips</b> |
|                    | <b>Anne Skanes (Baptism Sponsor)</b> | <b>Joan Squires</b>       |
| <b>Ex officio:</b> | <b>Rev. Bruce Kearley</b>            |                           |

Thank you to all who have found a church home at “The Church by the Side of the Road” over the past year and to those who continue to support our church community in so many valuable ways. The role of the Pastoral Care and Membership Committee is twofold and details of efforts in support of these roles follow.

### Pastoral Care

The Committee and other volunteers assist the Minister in attending to the needs of the congregation and in providing opportunities for members to provide a ministry of Pastoral Care to members of the congregation.

Rev. Kearley regularly contacts and visits members at home or in hospital if he is made aware of the need. The Pastoral Care and Membership Committee, Outreach Committee, and Coffee Group support the Minister in visiting of the Personal Care Homes in the area. Anyone interested in supporting the ministry in this way is encouraged to contact Rev. Kearley or the Committee to express your interest.

### Membership

The Committee works along with the church office to ensure that church records are accurate and membership lists up-to-date. The Committee also aims to create an environment where new people feel welcome and where members feel that they belong and are valued. It also works to maintain a place where we work together, worship together, and socialize together.

With respect to the update of Historic Roll records for 2018, 10 new members were added by confirmation, 1 new member was added by transfer, 0 members were removed by transfer; and 1 member was removed by their death. The Historic Roll currently lists 537 members. Please call the Church Office if you need information about transferring your membership or wish to confirm your baptismal vows.

Our church records for 2018 list 21 baptisms, 3 marriages and 16 funerals conducted by Topsail United Church throughout the year. Invitations to attend Sunday School were sent to 24 children living in the Pastoral Charge who were baptized at Topsail United Church and who were eligible to start kindergarten in September.



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With respect to our Supporting Families List, in 2018 there were 315 families listed as financially supporting the church and a further 133 families listed under our Pastoral Care.

To meet our objective of creating a positive and welcoming environment, the Committee works along with other volunteers to encourage socializing and to communicate the workings and needs of the church congregation.

The Committee continues to sponsor a “Meet and Greet” each Sunday following worship (except for Family Worship which is sponsored by the Outreach Committee). This social gathering provides the chance to enjoy light refreshments while welcoming visitors and new members, meeting new people, and catching up with friends. We acknowledge the work of Dianne Kearley in support of this event and thank her for her contribution.

A number of communication methods are used to keep members and the community informed. Our primary social media platform is the church website ([www.topsailunitedchurch.nf.net](http://www.topsailunitedchurch.nf.net)). The website contains both historical information and current events and news. Our volunteer Webmaster, Ken Corbett, updates the webpage weekly with Bulletin details along with other information and photos which are received from the congregation. The redesign of the webpage is a priority for the Committee in 2019 and is being supported by Ken Corbett and Andrew Cranston.

Topsail United Church also has a Facebook page which is used to highlight upcoming events and share news from the congregation. Beth Cranston posts the information and we encourage everyone to “like” and “follow” the page to stay informed of current church information and events.

The publication of a Church Newsletter resumed in late 2018 and the Committee plans to continue with this means of communication on a regular basis. The Newsletter is distributed by email and printed copies are also available at the church. We would like to expand our email list to enable us to communicate with our congregation in a timely and cost-effective manner. You may provide your email address and your consent for electronic communication to the church office at [office@topsailunitedchurch.nf.net](mailto:office@topsailunitedchurch.nf.net) or send direct to Valerie Howe at [valeriehowe@me.com](mailto:valeriehowe@me.com). If there is anything you would like to share in an upcoming Newsletter or if you have suggestions for content, also please contact Valerie Howe at [valeriehowe@me.com](mailto:valeriehowe@me.com).

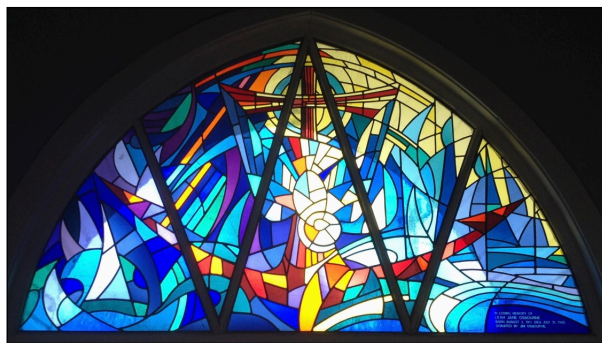
Respectfully submitted,

Valerie Howe



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## Ministry and Personnel Committee Report



**Chair:** Gillian Corbett

**Members:** Anne Allen      Claude Hender      Lloyd Hobbs  
Valerie Howe      Patricia Jones

The Ministry and Personnel Committee is responsible for overseeing all staffing requirements of the church and assisting staff in ensuring the efficient and responsible use of church resources while making sure that the work of the church meets the needs of the congregation.

Topsail United Church is fortunate to have a dedicated group of individuals working for the congregation and that makes the work of this Committee that much easier.

The Committee has met with all staff during the year to discuss their individual contracts, concerns, compensation and other needs. There were no changes in staff over the past year.

Thank you to all of our current staff: Jacqui, Beth, Andrew, Brett, Roger, and Rosemary. A very special “Thank you” to Rev. Bruce for his leadership and spiritual guidance, we feel truly blessed to have had him journey with us for the past 15 years and take this opportunity to wish him well in his retirement which begins in April.

There are many volunteers who put in countless hours working side by side with our staff to deliver our church programming and we would also like to thank each one of them for their dedication.

Respectfully submitted,

Gillian Corbett

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## Outreach Committee Report

|                    |                           |                         |                      |                    |
|--------------------|---------------------------|-------------------------|----------------------|--------------------|
| <b>Chair:</b>      | <b>Mildred Coles</b>      | <b>Secretary:</b>       | <b>Denise Jacobs</b> |                    |
| <b>Treasurer:</b>  | <b>Pat Jones</b>          | <b>Social Convener:</b> | <b>Doreen Cave</b>   |                    |
| <b>Members:</b>    | <b>Gillian Corbett</b>    | <b>Dianne Kearley</b>   | <b>Debbie Lynch</b>  | <b>Lynn Mercer</b> |
| <b>Ex Officio:</b> | <b>Rev. Bruce Kearley</b> |                         |                      |                    |

The mandate of the Outreach Committee is to reach out to people in our community and around the world.

### Summary of Activities:

- Provided postage for mailing Bulletins and Daily Devotion Books to church members who are shut-ins
- Supported the Mission and Service Fund by providing “Gold Banks”
- Promoted Burry Heights United Church Camp
- Promoted and supported the CBS/Paradise Food Bank
- Promoted and supported the work of “Stella’s Circle” which includes Emmanuel House and Naomi House
- Promoted and collected subscriptions for “*The Observer*” magazine
- Organized the annual Outreach Christmas Dinner
- Provided for fellowship time following Family Worship
- Provided for social gatherings following funerals when requested
- Organized two Flea Markets - one in spring with proceeds to the church budget and one in fall as part of the Harvest Festival
- Organized visits to the smaller personal care home in our area

The Outreach Committee is committed to the activities outlined above and appreciates your continued support.

Respectfully submitted,

Mildred Coles

## Outreach Committee Financial Report 2018

|   |                           |
|---|---------------------------|
| <b>OPENING BALANCE</b>  | <b><u>\$3,994.53</u></b>  |
| <b>INCOME</b>   |                           |
| "Gold Banks" (Partial amount as remainder of \$465.45 was counted and deposited directly into the Mission and Service account for a "Gold Bank" total of \$617.60 for 2018) | \$152.15                  |
| Spring Flea Market  | 3,862.00                  |
| Christmas Dinner - S.U.F. Hall (Tickets and Donations)  | 3,175.40                  |
| Bank Interest   | <u>0.43</u>               |
| <b>Total Income</b>   | <b><u>\$11,184.51</u></b> |
| <b>EXPENSES AND DONATIONS</b>   |                           |
| Flea Market Float   | \$400.00                  |
| "Gold Banks" for Mission and Service  | 152.15                    |
| Topsail United Church Budget (Flea Market)  | 3,400.00                  |
| Mission and Service Fund  | 1,000.00                  |
| Emmanuel House - Christmas  | 500.00                    |
| Food Bank - 50 Turkeys  | 500.00                    |
| Christmas Dinner - S.U.F. Hall  | 2,223.00                  |
| Nametags  | 185.15                    |
| Cake  | 25.43                     |
| Miscellaneous   | 25.00                     |
| Bank Charges  | <u>37.25</u>              |
| <b>Total Expenses and Donations</b>   | <b><u>\$8,447.98</u></b>  |
| <b>Balance as of December 31, 2018</b>  | <b><u>\$2,736.53</u></b>  |

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## Mission and Service Fund Report

The United Church of Canada, through the “Mission and Service Fund”, partners with local churches in Canada and around the world to bring immediate and appropriate help to people wherever and whenever there is a need.

Outreach is responsible for the promotion of the Mission and Service Fund within the congregation. We provide the “Gold Banks” to encourage extra givings from the congregation. Each year we set a goal for our donations and we remit money to the National Church each quarter as it is received. Our goal is \$20,000.00.

All of the proceeds from the Gold Banks for 2018 have been counted along with those from 2017 which were received late and are included in 2018 totals. Please remember the Mission and Service Fund when you donate to the church and please take a Gold Bank for your loose change as you can see every little bit helps.

Thank you to Rev. Bruce for bringing the Mission and Service Fund to our attention with his reading of the “Minute for Mission” and thank you all those who have responded generously through your envelope, PAR, and Gold Bank donations.

## Mission and Service Fund Financial Summary

|  |                       |             |
|--|-----------------------|-------------|
| <b>Income</b>                            |                       |             |
| Opening Balance January 1, 2018          |                       | (\$163.84)  |
| Individual Offerings (Envelopes and PAR) |                       | 19,084.35   |
| TWMVC Concert                            |                       | 890.00      |
| Gold Banks                               |                       | 465.45      |
|  | <b>Total Income</b>   | \$20,275.96 |
|  |                       |             |
| <b>Expenses</b>                          |                       |             |
| Bank Charges                             |                       | \$49.05     |
| PAR Charges                              |                       | 318.16      |
| Mission and Service Actual Remittance    |                       | 19,908.75   |
|  | <b>Total Expenses</b> | \$20,275.96 |

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## Food Bank Report

**Thank you** for your support of the CBS/Paradise Community Food Bank through donations of both food and money during 2018. Please try to remember to bring along a donation of food each Sunday when you come to worship. Thank you to the Men's Club for their additional donations of food throughout the year

The past year saw the use of the Food Bank increase rapidly again due to the economy here at home. Following special appeals in the fall there was a huge response to the need which continued on until the end of the year. The Christmas "Hamper" program, which saw each family unit receive a turkey and a gift card for the purchase of food, went ahead as usual and we had a great response from our congregation once again. A total of 418 Christmas "Hampers", up from 378 in 2017, were given out and gratefully appreciated. Outreach donated 50 Turkeys in addition to the money raised by the congregation for the hampers

The majority of monthly hampers continue to be requested by people who are in receipt of government assistance. We know that there are others in need especially the working poor and those waiting to receive benefits. If you know of someone who is in need please let them know that the Food Bank is there for them. **No one is turned away.**

The Food Bank continues to make lunch items available to schools in the CBS/Paradise area when requested.

The Food Bank Board is an ecumenical initiative and as such is run by a committee of volunteers from all the churches in CBS and Paradise. The committee continues to seek increased financial help from the member Churches, Town Councils, Service Clubs, and Businesses. Monthly expenses for rent, salary, and utilities amounts to \$4,000 - \$5,000 alone. When special Food Bank fundraisers are held we ask for your support whenever possible.

The Food Bank year runs from April 1 to March 31. The Annual General Meeting is held each May and is open to the general public.

### Summary of Donations:

|                                  |                    |
|----------------------------------|--------------------|
| Congregational envelopes         | \$ 2,248.00        |
| Christmas "Hampers"              | 4,100.00           |
| Toronto Choir Concert            | 890.00             |
| <b>Total Cash Donations 2018</b> | <b>\$ 7,238.00</b> |

\* In addition to cash and food donations, Loblaws donated \$250 in gift cards

Respectfully submitted,  
Gillian Corbett

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## Property and Trustee Committee Report

|                           |                           |                       |                       |
|---------------------------|---------------------------|-----------------------|-----------------------|
| <b>Chair:</b>             | <b>Paul Burt</b>          |                       |                       |
| <b>Members/Executive:</b> | <b>Max Robbins</b>        | <b>Roland Regular</b> | <b>Derrick Tuffin</b> |
|                           | <b>Bob Bennett</b>        | <b>Roger Richards</b> |                       |
| <b>Ex officio:</b>        | <b>Rev. Bruce Kearley</b> |                       |                       |

By recent standards, 2018 was a relatively uneventful year for the Property and Trustee Committee. There were no projects undertaken requiring major capital expenditure and most maintenance and repairs were of a minor nature. The following is a brief summary of some of the issues that were dealt with by our committee during the past year:

- The double rear entrance doors leading to the church basement were replaced.
- Improvements were made to the sound system and the cabling layout was improved in the church sanctuary.
- As has become the norm, some minor repairs were required and undertaken to siding and shingles.
- A Heritage Grant was requested and received from the Town of Conception Bay South which allowed minor improvements to be completed at Topsail Cemetery.
- A summer maintenance program was once again put in place for the three cemeteries maintained by the church and snow clearing/ice-control efforts at Topsail Church were also coordinated.

In closing, I would like to thank all Committee members for their efforts towards maintaining our church building and cemeteries during the past 12 months.

Should anyone from the congregation wish to join our committee, or volunteer time or skills on an ad hoc basis, it would be most welcome. Please reach out to myself or any of the Committee members.

Respectfully submitted,  
Paul Burt





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## Worship and Sacraments Committee Report

|                        |                   |                |                  |
|------------------------|-------------------|----------------|------------------|
| <b>Chair:</b>          | Doreen Cave       |                |                  |
| <b>Secretary:</b>      | Beth Cranston     |                |                  |
| <b>Members:</b>        | Barbara Brown     | Erin Burt      | Marie Burt       |
|                        | Andrew Cranston   | Rosalind Foley | Jacqueline Perry |
|                        | Wanda Saunders    | Brett Vey      |                  |
| <b>Ex-Officio:</b>     | Rev Bruce Kearley |                |                  |
| <b>Usher Schedule:</b> | Allan Parsons     |                |                  |



The Worship & Sacraments Committee met three times in 2018: January, June and September. Sunday worship schedules were established for the year and business related to worship and other activities in the sanctuary was conducted.

### Special Services

- There were three Flower Services held in 2018: Long Pond on July 5, Topsail on July 17, and Upper Gullies on July 24. All services took place as scheduled and were well attended. A wireless sound system was used at Upper Gullies and worked well despite the rain.
- The Annual Hymn Sing took place on Nov. 25 with all musical ensembles of the Church taking part.
- The longest night service took place on December 21 with returning guests harpist Ed Kavanagh and the CBS Harp Circle. Erin Burt & Rachel Moores also played violin. The service was again very well attended and received.
- All three Christmas Eve services were also well attended. It was wonderful to have such a large group of people holding lighted candles around the perimeter for the singing of Silent Night.



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## Music

- Membership in both adult choirs has increased slightly due to some new members as well as some returning members.
- The purchase of a CCLI copyright license was recommended to the board in order to be further compliant. Acknowledgements for printed lyrics from both Voices United and More Voices are now also printed in the bulletin.
- Coastal Sounds Community Choir provided music leadership on Sunday, April 29.
- The Men's Choir presented a Gospel concert in June as a fundraiser for the Church. It was an enjoyable and successful event.
- A sign-up list for summer hymn requests was posted in the vestibule and all suggested hymns were worked into services over the summer. The list remains in the vestibule for year-round requests but hasn't been used since the summer.
- Our church hosted the Toronto Welsh Male Voice Choir in concert in July. This was very well received. Proceeds were split between the Mission & Service Fund and the CBS/Paradise Community Food Bank.
- We also hosted a fundraising concert in October featuring invited musicians Fergus O'Byrne, Dana Parsons & Wade Tarling, Darrin Martin and Baccalieu. This was a new initiative and was both very successful and very well received.

## Other

- The Christian Development Committee was reinstated this year and will work together with this Committee.
- VOWR now needs recorded services in CD format. Brett and Andrew are working finding a solution to successfully record services so that we may once again submit.

Rev Bruce has announced his retirement effective March 31, 2019. After a long successful relationship, there is an established process in place to help us cope with the change, and that will be managed through the Official Board. Topsail is a good area, we are in an enviable position, and hope that the process will go smoothly. This Committee will meet with any person willing to do services.

The Worship and Sacraments Committee wishes to express sincere thanks to all staff and volunteers who contributed to worship activities in 2018. We are also appreciative of those who filled in for vacations and other absences. Our church remains a warm and welcoming environment that is regularly commented upon. We are truly blessed to have such an involved and thriving church family that also reaches out to the surrounding community.

Respectfully submitted,

Beth Cranston

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## Organist and Choir Director Report

Thank you for another great year!

Topsail United Church continues to be a wonderful place to work. It is a joy for both of us to collaborate with such a talented and willing team of singers and musicians. We certainly appreciate all the comments and support we receive throughout the year.

As noted in the Worship and Sacraments Committee Report, membership in both adult choirs has increased slightly due to some new members as well as some returning members. Larger numbers and good attendance make a big difference in what the choir is able to work on and present to the congregation. There has been more confidence in part-singing and more and more new music is being introduced and learned.

We continue to build upon the musical repertoire of both choirs, and in particular the Mixed Choir. Several new pieces of music were introduced to the choir and congregation in 2018; some newly purchased, some obtained from conferences or other events, and some taken from other sources. Congregational feedback or requests are always welcomed. Both the Mixed and Men's choirs extend an ongoing open invitation to any interested congregation or community member to come and sing with us! Visitors are also welcome at any time.

Whenever there are five Sundays in a month, we endeavour to seek a guest to lead music in worship. Members of Coastal Sounds were pleased to provide music leadership on Sunday, April 29 and expressed thanks for the warm welcome received. In June, the Men's Choir presented a successful Gospel concert as a fundraiser for the church. Later in the month the choir travelled to Clarke's Beach to perform the same concert to a receptive audience. Several members of both the Mixed and Men's choirs participated in Coastal Sounds Choir Association's 11<sup>th</sup> Holiday Concert and 6<sup>th</sup> Christmas Cantata in St. John's in December. The event was a wonderful celebration of the Christmas season and all participants should be proud of their contribution!

On March 1, 2019, Topsail United Church will host the World Day of Prayer service. The Mixed Choir will lead the music for this service. Also in 2019 the Men's Choir plans to prepare another fundraising concert.

Helping to bring meaning and enjoyment to worship is both a privilege and a responsibility that we take seriously, and one we could not perform without all of the singers and musicians that volunteer their time, efforts, and expertise to make it happen! Sharing music together is a beautiful thing and a true testament to God's love, and we sincerely hope that the music we prepare enhances your worship experience at Topsail United Church.

Respectfully submitted,

Andrew and Beth Cranston

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## Youth Program Coordinator and Family Service Leader Report

2018 is my first full year holding the Youth Program Coordinator position; as well as maintaining my past roles as Youth Band Leader (since 2008) and Youth Choir Director (since 2016). I have always enjoyed working with the youth and their leaders and since accepting the role of Youth Program Coordinator my enjoyment has grown even more. There is an understated camaraderie among everyone involved. All programs feel very stable in continuing their role of worship within the church with a promising outlook to the future. I wish to offer a huge thank you to all the volunteers and leaders that has helped out this past year. They have all done a wonderful job in their roles and have always made me feel welcomed. I am very much looking forward to this upcoming year.



My role as Youth Program Coordinator includes oversight of and planning for Family Services, Youth Groups, and Sunday School.

### Family Services

Family Services are held typically as the third Sunday in each month and are lead eagerly by the youth. Each service features musical reflections by Courage and Inspiration; as well as special guests in some instances. Each service is built around a chosen theme and the youth both enjoy and appreciate having their input heard. They help plan out the musical aspects of

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the service such as the chosen hymns, musical reflections, preludes, and offerings. The youth also help out with many of the speaking parts including prayers, talk-time, and scripture readings.

The Christmas Pageant was a combined effort between the Youth Programs and the Sunday School. Both the 4 pm and 6 pm Christmas Eve services were led by the youth. Rosalind Foley did an excellent job working with Courage to prepare the 4 pm service. It is a pleasure watching the youth take on the role as leaders. A huge thank you to Stephen Stone for doing sound for the family services throughout the year.

### Crescendo and Encounter Youth Groups

Both Encounter and Crescendo groups remain very successful with attendance numbers ranging from 12 to 22 participants during the combined events. Both meet on the first Wednesday evening following the Sunday Family Service. We are very fortunate to have dedicated leaders helping during these nights including: Jo-Ann Stone, Tania Cave, and Marlene Wheaton.

Crescendo was developed by Brett Vey and Heather Cronhelm in March 2017 and has now become a combined event with Encounter. It is a celebration for families and youth by the youth. Taking place in the boardroom, there are musical performances by the participants, board games, conversation, food and fellowship. A typical Crescendo session follows this scheduled format:

6:30 - Meet and Greet

6:45 - Games and Performances

7:30 - Food and Fellowship

Encounter is an opportunity for youth to interact with each other. There are team games as well as a discussion at the end where everyone involved has a voice. This program was developed by Brett Vey and Steven Rogers in April 2016 and has been a monthly “highlight” ever since. A typical Encounter session follows this scheduled format:

8:00 - Food and Fellowship

8:15 - Game challenge

9:00 - Discussion

9:30 - Event end

### Youth Group Musical Ensembles

Courage Choir, led by Brett Vey rehearses each Wednesday night 6:30 to 7:30. There were nine members throughout the year (Grades 1 to 6). Overall, this has been a very active year for



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Courage. They have participated in the Crescendo sessions; annual youth concert; The Baccalieu Christmas; the Christmas pageant; and, as always, help lead the family services. The members of Courage are a pleasure to work with. During the rehearsals the participants get to learn singing techniques, harmony and sometimes use instruments such as chimes, boomwhackers and percussion. The group receives much help from some of the parents and Sunday School leaders. There is a great bond between members and leaders.

The Inspiration Band led by Brett Vey (Grades 7- to 2) has made some huge changes of membership throughout this year with some of the members transitioning to late high school or secondary education. The group ended the year with ten registered members, with the number of active members varying from three to nine during each family service. The variety of instruments throughout the year ranged from violin, piano, drums, percussion, accordion, viola, cello, guitar, glock and mandolin. This group is very talented and takes pride in the band. The camaraderie between members is very prevalent. The group rehearses each Wednesday night from 7:30 to 8:45. Similarly to Courage, they focus on the family services as well as outside performances. Such performances include Crescendo; three fundraisers; the



Christmas Pageant; and leading the family services. Stephen Stone has continued his role as soundman throughout the year and has been very helpful during setups and tear downs. “The Palm Parade” was led by the Inspiration Band. This event was a lot of fun for the band as many people in the congregation paraded with the band around the church. The Baccalieu Christmas was very well received. Inspiration helped organize the show as well as took part along with Baccalieu, The MusicBox Theatre Group, Children’s Choir, Courage, and some local special guests during the performance. Finale for the evening was a

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rendition of "The Mummer's Song" where all members dressed as mummers and put smiles on everyone's faces throughout the church. There was much help from the leaders during this event.

During the "longest night service" Inspiration members Erin Burt and Rachael Moores took part and performed "A Coventry Carol" which was very well received.

### Sunday School

The Sunday School has ten very dedicated leaders including: Genevieve Phillips, Jo-Ann Stone, Tania Cave, Heather Wilson, Erica Bungay, Tonya Pelley, Crystal Vey, Marlene Wheaton, Anna Powell, and Lorie Loveys Dinn. The role of superintendent was held by Jo-Ann Stone (January - June) and then Genevieve Phillips (September - December).

The Sunday School classes have been following two curriculums: Spark and Godly Play; with the majority of classes being the former. The September registration saw a decrease in enrolment with 25 members versus the previous year which had 35 members. The average number of participants on any Sunday varies greatly from from 5 to 12.

On November the 11th some members of the Sunday School took part in the Bell Ringing Ceremony at Topsail United Church. This was a nationwide event organized by the Royal Canadian Legion in partnership with Veteran Affairs to commemorate the 100th Anniversary of WW1 Armistice.

The Christmas Pageant titled "*Time Changes Nothing at All*" was locally written by Brett Vey and Crystal Vey. This was a very successful project with the Sunday School leading the nativity scene and Inspiration leading the music. Also, included was The MusicBox Musical Theatre Group who helped out with some of the dialogue sections of the play. The leaders were instrumental in ensuring the pageant's success.



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The financial reports presented below for the Sunday School and Youth Group are prepared by the volunteer Treasurer, Anne Allen.

### Sunday School Financial Report 2018

| Description                                |   |                   |
|--|---|-------------------|
| Opening Balance January 1, 2018            |   | <u>\$2,064.65</u> |
|  |   |                   |
| <b>Income</b>                              |   |                   |
| Weekly offerings (January - December 2018) |   | 217.80            |
| Interest earned (January - December 2018)  |   | 3.52              |
| Green Depot                                |   | <u>174.81</u>     |
|  | <b>Total Income</b>                         | <u>\$396.13</u>   |
|  |   |                   |
| <b>Expenses</b>                            |   |                   |
| Guatemala Sponsor Child % Coffee Group     |   | <u>210.00</u>     |
|  | <b>Total Expenses</b>                       | <u>\$210.00</u>   |
|  | <b>Closing Balance at December 31, 2018</b> | <b>\$2,250.78</b> |

### Youth Group Financial Report 2018

| Description                     |   |                 |
|---------------------------------|---|-----------------|
| Opening Balance January 1, 2018 |   | <u>\$590.62</u> |
|                                 |   |                 |
| <b>Income</b>                   |   |                 |
| Green Depot                     |   | 174.69          |
|                                 | <b>Total Income</b>                         | <u>174.69</u>   |
|                                 | <b>Closing Balance at December 31, 2018</b> | <b>\$765.41</b> |

Respectfully submitted,

Brett Vey, Youth Program Coordinator

Anne Allen, Sunday School Treasurer



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## United Church Coffee Group Report

**Treasurer:**                **Madeline Parsons**

**Coordinators:**        **Mildred Coles**                **Doreen Cave**                **Gillian Corbett**

Our purpose as a United Church Coffee Group is to unite women of the congregation for weekly fellowship and provide support to Topsail United Church where we can.

### Summary of Activities:

- Hosted a Valentine's luncheon on February 14<sup>th</sup>, providing meats, rolls, tea, coffee, and desserts while people attending brought along salads. Prizes for the event were also donated. Rev. Bruce led the music.
- Took part in the Ecumenical World Day of Prayer Service in Conception Bay South.
- Hosted the Good Friday Luncheon, providing fish cakes, baked beans, homemade breads and desserts. Proceeds from the luncheon were donated to Topsail United Church.
- Mildred Coles once again made her Easter Eggs and monies raised were donated to Topsail United Church and the Food Bank.
- Assisted with preparing for and helping out at the Flea Markets in May and October.
- Provided a soup luncheon with rolls, desserts, and coffee and assisted with other functions throughout Harvest Festival. Members of the ladies Coffee Group donated items for the bake sale and craft sale.
- We continue to support our foster child in Guatemala. Monies went to the continuing help for our foster child, her family, and their community. We also provided monies for a Christmas Hamper for our foster child. The Sunday School children and our Coffee Group assist with the support for our Foster Child Program.
- As part of our responsibilities in assisting the Outreach Committee, we helped provide and serve food and refreshments throughout the year for funerals when requested. We also donated items to Emmanuel House and the Food Bank at Christmas.
- Assisted with the provision of prizes for the Outreach dinner which was held in December.

Our members have enjoyed a busy year of work, fun and fellowship together.

Respectfully submitted,

Mildred Coles                Doreen Cave                Gillian Corbett

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## United Church Coffee Group Financial Report 2018

|  |                          |
|--|--------------------------|
| <b>Opening Balance January 1, 2018</b>               | <b><u>\$1,083.86</u></b> |
|  |                          |
| <b>Income</b>  |                          |
| Good Friday - Fish Cake Dinner                       | \$1,515.00               |
| Donation to Foster Child                             | \$210.00                 |
| Valentine's Day Luncheon                             | \$792.25                 |
| Donations to Coffee Group                            | <u>\$450.00</u>          |
|  |                          |
| <b>Total Income</b>                                  | <b><u>\$2,967.25</u></b> |
|  |                          |
| <b>Expenses</b>                                      |                          |
| Foster Child Monthly Payments & Christmas (\$175.00) | \$595.00                 |
| Topsail United Church                                | \$1,225.00               |
| Bank Fees  | \$60.50                  |
| Gifts for Members (Flowers etc)                      | \$97.60                  |
| Sewing materials                                     | \$22.90                  |
| Good Friday Expenses                                 | \$286.41                 |
| Burry Heights  | \$100.00                 |
| Valentine's Day Luncheon                             | \$157.93                 |
| Sunday School Closing                                | \$24.94                  |
| <b>Total Expenses</b>                                | <b><u>\$2,570.28</u></b> |
|  |                          |
| <b>Closing Balance at December 31, 2018</b>          | <b><u>\$1,480.83</u></b> |

Respectfully submitted,

Madeline Parsons



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## Men's Club Report

**President:** Bob Bennett  
**Secretary:** Bob Osmond

**Vice President:** Derrick Tuffin  
**Treasurer:** Boyde Clarke

### Summary of Activities:

- Breakfast with the Easter Bunny. Thank you to the Easter Bunny and those who helped with the face painting.
- Sent Fruit Baskets and Gift Cards to members of the Club who are sick.
- Annual Flipper Dinner. This event was sold out and continues to be our largest annual fundraiser. Thank you to all who helped in any way to make this a huge success: baking pastries, peeling vegetables, set up and clean up. Thank you to our cook, Tony Rogers.
- Donation of \$3000 to the church in June.
- Donation of \$300 to Burry Heights Camp to help send a child to Summer Camp.
- Donation of \$100 to Heather Cronhelm as she continues her studies at AST toward Ordained Ministry within the United Church.
- Donation of \$100 to the Youth Concert.
- Donation of \$100 to Burry Heights Camp Day.
- Donation of \$300 to the CBS Food Bank for the Christmas Hamper Project.
- Supplied hot dogs and drinks and volunteered for the year-end family service. Thank you to Derrick Tuffin for the drinks for this event.
- Held a successful year end closing meal with our spouses and invited guests in June at the Outport Restaurant in Paradise. Thank you to our talented musicians.
- Continued to help with the annual Harvest Festival celebrations. Thank you to everyone.
- Donated bulletins to the church in memory of deceased members of the Men's Club.
- Donated \$100 to the annual Hymn Sing.
- Held the most successful breakfast with Santa with the largest attendance ever. Thank you for all who came out and supported his fundraiser. A special thank you to Santa and to those who helped with face painting.
- Spouses and other invited guests attended the December meeting where we were treated to a delicious hot turkey dinner. Thank you to Tony Rogers and Allan Parsons for cooking and to all who helped prepare for this meal. After the meal we enjoyed music provided by Darrin Martin in the sanctuary.

All men are invited to attend the club's dinner meetings on the first Monday of every month. I wish to extend my sincere thanks and appreciation to all members of the Men's Club who are so supportive and willing to help in anyway when asked. A sincere thank you to all others who help the Club when asked, it is very much appreciated. Our church is so lucky to have such a dedicated group of people. Thank you as well to all who attend and support our fundraising activities in support of our Topsail United Church.

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## Men's Group Financial Report 2018

|  |                          |
|--|--------------------------|
| Opening Balance January 1, 2018          | \$3,483.55               |
|  |                          |
| <b>Income (Net of Expenses)</b>          |                          |
| Breakfast with Santa                     | \$1,086.90               |
| Easter Breakfast                         | 1,464.71                 |
| Flipper Dinner                           | <u>3,228.21</u>          |
| <b>Total Income</b>                      | <b><u>\$5,779.82</u></b> |
|  |                          |
| <b>Contributions and Donations</b>       |                          |
| TUC Annual Contribution                  | \$3,000.00               |
| TUC Other                                | 400.00                   |
| Burry Heights Camp                       | 400.00                   |
| CBS/Paradise Food Bank                   | <u>300.00</u>            |
| <b>Total Contributions and Donations</b> | <b><u>\$4,100.00</u></b> |
|  |                          |
| <b>Other Expenses</b>                    |                          |
| Get Well Gifts                           | \$299.58                 |
| Fellowship Dinners                       | 86.60                    |
| Bank Charges                             | 74.40                    |
| Kitchen                                  | 94.95                    |
| Sunday School Closing                    | 64.18                    |
| Audio Room                               | <u>417.32</u>            |
| <b>Total Other Expenses</b>              | <b><u>\$863.83</u></b>   |
| <b>Total Income less Expenses</b>        | <b><u>\$815.99</u></b>   |
| <b>Balance as at December 31, 2018</b>   | <b><u>\$4,299.54</u></b> |

Respectfully submitted,

Bob Bennett

Boyde Clarke

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## Fundraising Committee Report

**Co-Chairs:** Bob Bennett Gillian Corbett  
**Secretary:** Beth Cranston  
**Members:** Brad Cole Mildred Coles Andrew Cranston Denise Jacobs

The Fundraising Committee oversees the fundraising events at Topsail United Church, confirms all dates for the annual fundraisers with the committees and groups involved, and draws up the calendar of events for the year.

The Committee had regular meetings in 2018 plus extra meetings for the Annual Auction. All of the regularly scheduled fundraising events were very successful. Unfortunately, the Lobster/Steak Dinner was cancelled again in 2018. While this event was cancelled in 2017 due to the high price of lobster, in 2018 it was cancelled due to the fact that there was not enough interest in tickets.

Net amounts raised for each fundraising event held in 2018 are detailed below:

|  |            |
|--|------------|
| Good Friday Feast (Coffee Group)   | \$1,200.00 |
| Youth Spring Concert (Brett Vey)   | \$676.00   |
| Men's Gospel Concert   | \$1,035.00 |
| Spring Flea Market (Outreach Committee)                                  | 3,413.00   |
| Toronto Welsh Choir Concert (Donated to Food Bank & Mission and Service) | 1,780.00   |
| Harvest Festival (details below)   | 24,537.00  |
| Anniversary Hymn Sing  | 1,490.00   |
| Baccalieu Concert (Donation)   | 676.00     |

The Harvest Festival was a resounding success again in 2018. Both the men's and women's groups took their usual lead in the main Harvest Festival events. The successful addition of a Harvest Festival Hot Turkey Dinner at the end of all the October events was continued. Members of the Committee, headed up by Brad Cole, also formed the Online Auction Committee which again proved to be a great success. A summary of the Harvest Festival net profit is provided in the following table:

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## Harvest Festival Financial Report 2018

| INCOME          |                           |
|-----------------|---------------------------|
| Opening Concert | \$3,180.00                |
| Breakfast       | 1,652.00                  |
| Sale and Lunch  | 2,655.00                  |
| Flea Market     | 4,297.00                  |
| Auction         | 10,572.00                 |
| Turkey Dinner   | 1,680.00                  |
| Donations       | <u>2,560.00</u>           |
|                 | <b>Total Income</b>       |
|                 | <b><u>\$26,596.00</u></b> |
|                 | <b>Total Expenses</b>     |
|                 | <b><u>\$2,059</u></b>     |
|                 | <b>Net Profit</b>         |
|                 | <b><u>\$24,537.00</u></b> |

Many thanks to all of you who have supported our church's fundraising events this and every year.

Please speak to a member of the committee if you would like to be on this Committee or have any fundraising ideas for our future consideration.

Respectfully submitted,

Bob Bennett

Gillian Corbett





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## Finance Committee Report

### Highlights – 2018

- Deficit of \$6,380 compared to a Budgeted Deficit of \$17,143
- Congregational giving under budget by \$1,982
- Fundraising over budget by \$4,572
- Bank account balance as at December 31, 2018 was \$64,812. GIC balance was \$101,857. Total funds available \$166,669 (2017 = \$172,794)
- 131 families on PAR (2017 = 125)

### Budget Submission – 2019

- Budgeted Deficit of \$11,502
- Budgeted income from congregational giving and fundraising comparable to 2018
- Budgeted expenditures based upon known or most likely scenarios

### Accounting Procedures Review

In 2018 the Finance Committee engaged an independent Chartered Professional Accountant to conduct and report on an independent review of Topsail United Church's accounting procedures in accordance with section 6.3.1 of the Financial Handbook for Congregations. The purpose of the review was to identify deficiencies in order to assist the Church with improving its policies and record keeping procedures in the future. The report is dated September 24, 2018 and covered the 2015 to 2017 fiscal years.

We are pleased to report that no significant deficiencies were identified and that the Finance Committee has reviewed the recommendations and has, and will be, taking appropriate action to address the recommendations as outlined in the report.

Respectfully submitted,

David Howe, Treasurer

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## Nominating Committee Report

The Nominating Committee for the 2019 Official Board is comprised of the following Board Members:

|             |                    |                  |               |
|-------------|--------------------|------------------|---------------|
| Doreen Cave | Brad Cole          | Carol Gillingham | Claude Hender |
| Lloyd Hobbs | Denise Jacobs      | Lynn Mercer      | Jackie Perry  |
| Ex-officio: | Rev. Bruce Kearley |                  |               |

It is recommended that Official Board members serve 3 consecutive years of service. The retirement of Reverend Kearley's in March 2019 will mean a year of considerable transition for Topsail United Church. This will maintain continuity and assure valuable, experienced guidance for the congregation as we embark on a new ministerial path. As a result, the following Board members who have completed their 3rd year of service on the Official Board have been asked to continue their service for one additional year.

|             |               |                  |               |
|-------------|---------------|------------------|---------------|
| Doreen Cave | Brad Cole     | Carol Gillingham | Claude Hender |
| Lloyd Hobbs | Denise Jacobs | Lynn Mercer      | Jackie Perry  |

The 2018 Official Board Members completing their 3rd year of service and eligible/willing to stand for re-election in 2019 include:

|              |              |
|--------------|--------------|
| Valerie Howe | Debbie Lynch |
|--------------|--------------|

Nominees may be accepted up to the Annual Congregational Meeting on March 17, 2019.