



St. Andrew's Presbyterian Church
Annual Reports to the Congregation
February 23, 2020

TAB

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Roll Call – in Memoriam

Name

Fitzsimon, Robin

Gustafson, Ruth Bernice

Hully, Lilian Jane

McCorquodale, Elaine

Milne, Margaret

Pitkethley, Karolyn Marie

Teetzel, Edward (Ted) Cameron

In our end is our beginning;
in our time, infinity;
in our doubt there is believing;
in our life, eternity.
In our death, a resurrection;
at the last, a victory,
unrevealed until its season,
something God alone can see.

Annual Report

Executive Summary

Place and People

The format of the Annual Report this year is organized to present a perspective of who we are, what we do, where we do it and how we do it. A good description of St. Andrew's is in our Hymnal – "I am the church! You are the church!"

Place

Place refers to the physical location – whether it be the Sanctuary on Douglas, the Kirk Hall on Courtney or the wider community of Victoria and beyond. St. Andrew's is the only Church on the main street of Victoria and has a special place in the history and life of the City. Our ability to maintain the building physically and continue to use it is in no small part due to the work of our Office, Maintenance, Property staff and volunteers. Were it not for the place and the people who keep it operational we could not do much of our work.

People

As you read through the reports you will notice much of the work focuses on people.

What we do for ourselves includes such things as Service in its different forms [Sunday, Easter, Christmas], social activities for all members and others who come through our doors.

Although it may appear to be a social activity for 'us' we have many activities which include non-parishioners of St. Andrew's – Open Church, Bazaar, Car Free Day, Robbie Burns Supper, Special Services and other events.

What we do for others is reflected in how we present ourselves outside of St. Andrew's. It may be making the building available to be used by: Ballet Victoria, AA, OA, Sewlutions or the outreach provided by the morning breakfasts on the second Saturday of the month along with the 'out of the rain' program in the cold winter month. Our monthly worship services at Oak Bay Lodge include approximately 30-40 residents of Oak Bay.

Many of our projects reach beyond the City – through our work to other parts of Vancouver Island – Cedar Tree Ministries and beyond by supporting Presbyterian World Services and Development.

We have every right to be proud of St. Andrew's, the place and the people as we quietly go about our work in Victoria.

Remember – we are someone else's impression of St. Andrew's and St. Andrew's is someone else's impression of Christ's message.

We are blessed.

Jim Ferguson
Elder

01 Previous Meetings:

Minutes of the 2019 Annual General Meeting

Constitution and Prayer

On March 17, 2019 immediately following the Sunday worship Service the Rev Mitch Coggin welcomed the approximately 67 in attendance and constituted the meeting in prayer.

Memorial Minute

The memorial was read by the clerk.

Nomination of Secretaries

It was moved and seconded that the secretary for the meeting be Sabine Teetzel. David McLean/Roger Bernard. Carried

Approval of the Agenda

It was moved and seconded that the agenda be approved as presented. Peter Lewis/George Smith. Carried

Minutes of the 2018 Annual General Meeting

It was moved and seconded that the minutes of May 6, 2018 be approved as circulated. Moira Bernard/Ann Lambie. Carried

Committee Reports

Reports accepted as presented with the following correction:

In the property report, the insurance (with adjustment since time of writing) should read \$26,228)

Bill Duke spoke to the Friendship Club report. This is a longstanding group within the church that has become inactive due the want of an event coordinator. A plea was made for someone to take on the role.

Finance: a verbal report in addition to the written report:

- there were significant expenditures out of capital funds to pay for the roof
- Annual budget ran a deficit to pay settlement costs for Rev Bellsmith, which have now been fully paid.
- Reminder that there is deficit budget for 2019, and the congregation are asked to consider how we could reduce the deficit.
- Thank you to everyone for their financial support
- thank you to the finance team

It was moved and seconded that the committee reports be received as written. Dirk Ryneveld/Roger Bernard. Carried

Clerks Report

Presentation of current needs for volunteers in the church (Sunday school, ushering, counting team, nursery, sound system, coffee, Open church, choir, maintenance of the church)

Business Arising from the Minutes.

Refugee sponsorship program

There are a number of refugee families being supported by Anglican Congregations of First Metropolitan and St John's.

There are opportunities for volunteers to assist the families in many practical ways as they settle into life in Canada

In addition, there is a young single mother of two boys; one of the boys is Canadian. There is a possibility of deportation, although the situation is looking more promising than previously thought. As information becomes available Bruce will report back through the Mission and Outreach Committee. There may be an appeal for funding to support this family and certainly a continuing need for volunteer time to assist this family.

Provided by Bruce Wasylik:

Stained Glass Windows

On 12 March, a complete report was received, outlining the work required on the stained-glass windows. The required work is not as extensive or urgent as originally anticipated.

A full written report is expected week of 19 March and will be circulated by email

The most urgent repairs are:

- windows on the south wall of the sanctuary
- Dunsmuir windows
- windows in the tower, because of the risk to the public if a pane falls out

It was moved and seconded that \$25,000 be taken out of the Patterson Fund (Reserve Fund) for the first phase of the restoration of the stained-glass windows. David Garson/David McLean.
Carried.

It is anticipated that the total cost of refurbishment of all stained-glass windows will be approximately \$200,000. This may be a 4-stage project spread over a 10-year period.

Final Comments

Special thanks were given to the Rev Mitch Coggin; for what he does for the congregation day by day. Thanks also for the very helpful Pastor's report in the Annual Report

Adjournment

It was moved and seconded that the meeting be adjourned at 12.30. Colina Titus/Dirk Ryneveld
Carried.

Minutes Congregational Budget Meeting December 15, 2019

Rev Mitch Coggin opened the meeting with prayer at 12.10pm

Rev Mitch Coggin (Transitional minister) informed the congregation that the Rev Vincent Tan(Interim Moderator) had granted permission for Rev Coggin to moderate the meeting

It was moved and seconded that Colina Titus (Clerk of Session) be appointed as minute taker.
Arthur Marcellus, Leona Johns. Carried

Budget presented by Jack Reimer (Treasurer)

Jack noted the budget has a reduced deficit relative to recent years (\$40,000 rather than \$50,000).

Some reasons for this improvement include:

- Committees have held to their reduced budgets for 2019
- Increase in income from rentals due to increased rental use of the church space, especially Ballet Victoria
- Bazaar income has remained steady
- More than 400 attended the carol sing (\$550)

It was moved and seconded that the congregation accept the budget for 2020 as presented
Roger Bernard (for Finance Committee) Carried

Building restoration (Dave Garson, Property Committee)

In March 2019, the congregation approved spending up to \$25,000 to repair windows. As of the week of December 11, the Victoria Foundation has given St Andrew's a grant of \$15,000 towards the costs of window repair.

Currently there is scaffolding erected on the North Side of the church building, over the Broughton St. entrance. This is urgent and presents a safety issue as bricks and mortar have fallen.

There is a 40-foot length of the building that required urgent repair. This will require full scaffolding, which is very significant expense, and it is recommended that while the scaffolding is up, that painting and repair of windows on the section of the building be done simultaneously.

Although this section of the building is the worst, the whole building required restoration (brickwork, paint, windows). Estimated cost for this one section is \$73,000 for the brickwork (including the scaffolding), assuming that the state of brickwork is not worse than estimated. The funds will be taken out of the Reserve Fund (currently at about \$520,000)

Thanks, were expressed to David Garson for his work on the building and faithful service to the Property Committee.

In response to questions about future costs a very rough estimate of costs to repair the whole building over the next 5-10 years is more than \$500,000. Expert opinions are required for a definitive projection

of these costs. The congregation will not be eligible for Heritage Funding for another 5 years (an organization can only receive funding once every 10 years).

It was noted that there are additional and increasing taxes being levied on the church (and all other religious institutions) by the City.

It was moved and seconded that the congregation of St Andrew's agree that up to \$90,000 plus GST be spent for the urgent repair of the cement and brickwork along the Broughton St entrance and that these funds come from the Capital fund.

Roger Bernard, Jack Reimer. Carried

Closing words from Rev Mitch Coggin

We are a community of faith. Our building and ourselves belong to God. As we are faithful, so will God be faithful to us

Motion to adjourn was made at 12.40pm.
Roger Bernard. Carried

02 Cleric Reports

Interim Moderator Report

Beloved congregation of the Saint Andrew's Presbyterian Church Victoria. Grace, mercy and peace from God the Father and Christ Jesus our Lord be multiplied to you all. The Presbytery of Vancouver Island and I prayerfully celebrate and rejoice with this amazing congregation. Your on-going re-energized journey of hope, faith and grace throughout the year 2019 to be a Christ-centered community of faith open to all in the worship, proclamation and witnessing of the Gospel of Christ to glorify God is enlivening.

I am grateful to our God to know of your learning, growing and maturing experiences of the abundant grace of our Lord Jesus Christ and the everlasting love of God and the abiding fellowship of the Holy Spirit in your corporate and personal lives of "belonging, believing and becoming" a church making herself ready for the Supper of the Lamb to come (Rev. 19:6-9). Your growing steadfast faith in God and increasing love for one another to incrementally recover your spiritual calling and strength to play your instrumental Gospel witnessing role through the Reformed Presbyterian tradition right at the strategic neighbourhood heart in the city of Victoria is worthy of praise to God.

I am thankful to our God who has prepared St Andrew's with a servant for such a time like this in the Reverend Mitch Coggin as transitional minister ; with Linda at his side. Mitch's untiring call, deep commitment and systematic labour to guide you through in God's grace; the steps of transitional ministry process of linking to continue with your over 150 years of the unfinished covenantal task of our God to your present defining moment of Gospel ministry since the July of 2018 is commendable. The ongoing corporate envisioning and collective ownership endeavours to recruit and train a new leadership team by ministry-focus and to develop improved communication patterns and strategies to extensively draw the spiritual gifts within this congregation are to be sustained by a sound Biblical-based worldview (Jude 3), spiritually authentic Christ-centered worship (Jn. 4:23-24) together with Spirit empowered prayers (Eph. 5:10-18).

On behalf of the Presbytery of Vancouver Island, I have a quiet assurance that God; who through the spiritual oversight of the Presbytery in charging Mitch and myself to your spiritual well-being has already began a good work in you; to effectually bring it to completion at the day of Jesus Christ (Phil.1:3-7a; Matt. 16:15-18). My personal thanks to Mitch and Linda, Elders of the Session, deacons, leaders, members and fellow friends of St Andrew's for placing yourselves wholeheartedly in this congregation as gifts to the cause of Christ, the King of His church (1 Thess. 1:2-5, Phil. 1:27). Looking back to recollect and thanking our God's timely provision of overflowing grace, mercy, comfort and peace, let us look forward; looking to Jesus alone; to perseveringly run the race set before us until the unfinished task of the Gospel is done (Hab. 2:14) or till Christ's glorious return for His church (Rev. 22:20). The grace of the Lord Jesus Christ be with you all. Amen.

Soli deo Gloria

In Christ's service,

*The Reverend Ka-Yu, (Vincent) Tan
Interim Moderator*

Transitional Pastor

We see it displayed regularly...

“We are a Christ-centered community of faith open to all. Our purpose is to glorify God through worship, to proclaim the Good News of Christ’s Gospel, and to reach out to others with God’s love. St. Andrew’s responds to the command of Christ to love one another by glorifying God in spiritually uplifting Worship accessible to all, proclaiming the Gospel through an active education program for all ages, serving those in need, and providing leadership in our community and the Church at large.”

Do you recognize it? This is our stated mission displayed prominently on the cover of our Sunday Order of Worship. What does it mean to you? More specifically, do you recognize the mission happening in our actions, our attitudes and our behaviour? In other words, “What does it look like when we are ‘glorifying God through worship, proclaiming the Good News, and reaching out to others with God’s love?’ Are we able to quantify our mission through our actions and attitudes lived out in the life and ministry at St. Andrew’s? Who among us is charged with fulfilling our mission? Our pastor, Session, staff and volunteers in all church programs are certainly to be committed to fulfilling the stated mission.

Does that extend to those that come less frequently, to our visitors, to all that work in and/or use our building in any capacity?

How are we providing leadership in our community and to the Church at large? 2019 has seen a variety of ways in which our mission has been lived out and furthered. Our ESL classes (one on Wednesday and another on Sunday) continue to grow and gain new members – not just within the classes but in attendance at St. Andrew’s worship and fellowship as well. Our Friendship Club has become a renewed arm of fellowship and connection for new and not so new St. Andrew’s folk. Our music program has offered a full variety of mid-week recitals which have brought many people to St. Andrew’s that might not have come otherwise. Our Bazaar, Christmas Carol Sing, Blue Christmas, Christmas Eve Service, Maundy Thursday, and Good Friday services have seen people worship and fellowship together with energy and enthusiasm. Open church and the meditation hour not only welcome countless visitors throughout the week but see many return to worship on Sunday and for other special services

Throughout the week St. Andrew’s is blessed to welcome programs of the Ballet, AA and OA regulars, shoppers in the Thrift Store and Kirk Hall remains busy with programs benefiting the homeless and the Indigenous Community. St. Andrew’s continues to shine through our faithful welcome to the homeless through our Saturday breakfast that has provided a warm meal on heated china once a month in which over 100 are welcomed and served. Of course, the monthly provision of worship services at Oak Bay Lodge is a way in which we lead in “glorifying God through worship” outside the St. Andrew’s building.

2019 was a very good year and I am proud of those who participate in these many expressions of mission (as well as those not mentioned in this limited format here!) So, what is next? That is up to all of us. Notice I did not say that it is up to me, the Transitional Pastor, the Session, or those who serve a particular committee. It is up to all to lend a hand, to step up and say, “How can I help? What can I do to continue the mission and the legacy of St. Andrew’s?”

The year ahead is a critical year for us in this transitional process. Are we up to the task to continue to focus on our current and future ministry at St. Andrews? If we were no longer present in the Victoria community, in what way would our presence be missed? Only as we apply ourselves to answering that question and adopting the mission that emerges from the answer can we fully understand and embrace the mission that will carry us into these critical days. I hope you are ready for an exciting year of discovery!

*The Reverend Mitch Coggin
Transitional Minister*

Session Report 2019

Interim Moderator:	The Reverend Vincent Tan	
Transitional Minister	The Reverend Mitch Coggin	
Co-Clerks January to April 2019	David McLean	Sabine Teetzel
Co-Clerks May - June	David McLean	
Clerk July – December	Colina Titus	

Ruling Elders:	Roger Bernard Sheelagh Garson Peter Lewis John Mitchell Saul Preston Dirk Ryneveld	Jim Ferguson Elizabeth Gichimu Donna McKenzie Dianne Penner Laura Richards Brian Titus Jerry Verwey
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Under the leadership of Reverend Coggin we continue in season of transition which will allow us as a congregation to set new priorities and move forward together. As a session we are being led to consider questions about St Andrew’s: Who were we? Who are we? and Who does God want us to become? This is part of the ongoing consideration of the “Why?” for St Andrew’s, an important step in identifying the focus of our long range mission. Recognizing the size of congregation, our focus may indeed be different from that of previous decades.

As elders we have spent time determining new and more efficient ways of working together as a session so that time at meetings can be focused on important discussion; this is being achieved by an emphasis on written reports that can be circulated prior to the meeting. We have taken a critical look at the committee structure to determine if there might be a better way to manage everything that needs to be managed despite having fewer members to call upon than in the past. This process is taking longer than we had anticipated

Together we set some priorities for the year:

Communication. We have heard the congregation ask that the session be open and transparent about what is happening and upcoming changes; we are working to increase communication and to do a better job of sharing information in a timely way.

Leadership. Building the current leadership and encouraging new leaders

Trust. Rev Coggin began his ministry at St Andrew's with a congregation hurting from difficult times. Together as a session and as a congregation we are working to redevelop our trust and joy in each other, our St Andrew's church family.

.It is with regret, but also with thanks for their many years of faithful service that we accepted resignations from both John Mitchell and Dianne Penner for health reasons. In addition, at his request we were pleased to grant Peter Lewis a sabbatical from his responsibilities as an elder.

There have been changes in the session clerks through this year. We thank David McLean and Sabine Teetzel for their dedication as co-clerks.

Let us all continue to be kind, to love and respect one another and by doing so, strengthen our connections as a community of faith by sharing God's grace and his love with one another and the community around us. We thank God for bringing each one of you to be a part of the St Andrew's church family

Respectfully Submitted
The Session of St. Andrews

03 – Committee Reports – Support & Non-Mission

Administration

Office

The church office continues to be busy supporting the work of St. Andrew's.

Regular duties such as creating and printing the bulletin; providing planning and administrative help for many ministerial projects; acting as a receptionist on busy weekdays; and booking and communicating with all external and internal users of the facilities continue to be the primary focus of the office.

This year, we saw an increase in recitals and more focus on how we advertise events at the church. As such, creating posters, Facebook graphics and flyers has increased the workload in the office with many creative, time-sensitive tasks. We were excited to see that the first media release to come out of the office was picked up by the Times Colonist who wrote about our Blue Christmas service helping to remind Victoria of our presence and witness in the community.

We continue to have returning building users (such as Alcoholics Anonymous, Ballet Victoria and the Pandora Chorus) and have also made some new connections such as becoming the venue for Victoria's new Eco Fashion Week. We continue to build relationships with homelessness advocates including the Aboriginal Coalition to End Homelessness, Out of the Rain Youth Shelter and Project Connect.

With so many people utilizing this downtown space, we may find that concerns regarding security or clean up need to be addressed. Please inform the office if you notice anything that needs attention. We strive to create a balance where St. Andrew's is an accessible community space to people of various backgrounds that is also respected by building users.

Our facilities continue to be busy with both church events and community users.

As always, everyone is reminded to always check with the office before planning to hold a meeting or event in order to make sure that space is available.

*Prepared by Whitney Hanna
Office Administrator*

The Link

In 2019 the Link was published each month except for the months of July and August. Leona Johns is the Editor in Chief and produces the final product. She is assisted by Debra Verwey and Fiona Ryneveld who serve as co-editors and reporters. We are firm believers that the Link is an excellent tool to communicate with all members and adherents and to acquaint ourselves with one another.

In previous years the Link had been sent to Monk's Office Supplies for printing. This year it was decided that we try and cut costs by printing the newsletter in house. We would like to thank Whitney Hanna who has been assisting the Link team by printing the Link on the church copier. Approximately 100 copies are printed each month as we are aware that copies are taken by elders and members to the shut-ins who would otherwise not have access to the Link. For those with easy access to a computer, the Link is produced in colour on the church website and can be accessed electronically at www.standrewsvictoria.ca.

We would once again like to invite everyone in the congregation to send us information or articles that you believe would be of interest to others. Photos and general interest stories are most welcome.

Special birthdays and anniversaries are among the types of stories that we all enjoy reading about. In the past the editors have attempted to feature various individuals in our "In the Spotlight" column and tried to keep tabs on our youth with the "Where Are They Now" column. However, we would encourage everyone to let us know if there is anything that they would like to see in the Link. Please help us to make the Link a truly interesting and informative church newsletter. We would gladly accept your ideas at thelink@shaw.ca.

Respectfully submitted
Fiona Ryneveld

Personnel Committee

Who are we?

Members: Colina Titus and Elizabeth Gichimu

Through the last year, the Personnel Committee has continued in the process to provide a safe and collegial work environment for the employees of St Andrew's Presbyterian ensure that the church is in compliance with current employment regulations in BC, as determined by FOIPPA, BC Employment Standards, WorkSafe BC and BC Human Rights.

Personnel Committee took steps to provide a safe and collegial work environment for the employees of St Andrew's Presbyterian Church by ensuring that the following policies are in place:

- Bullying and Harassment Policy
- Conflict Resolution Policy
- Health and Safety Policy
- Terms of Employment Policy
- Working Alone Policy (our staff occasionally work alone in a large downtown facility)
- Work Place Code and Ethics Policy

The session, on behalf of the congregation is an employer and responsibilities as an employer should not be taken lightly. The development of employment policies is in no way a reflection on our staff, who all do excellent work for the congregation of St Andrew's, but rather are a fulfillment of our obligations as an employer.

In order for an employee to continue to improve in their job, it is mutually advantage for the employer to provide feedback to the employee on a regular basis. By the end of October 2019, all employees have completed a performance evaluation, conducted by the convener of the Personnel Committee and one other elder chosen for their working relationship with the member of staff. Staff sought input from those with whom are best able to speak to their strengths (similar to a 360 feedback often used in many organizations). Additionally, at the time of the annual performance, staff reread and signed off on all of the above listed policies and the associated procedures.

Referring to the Book of Forms Article 319.2; 'The Presbytery has primary jurisdiction over ministers whether on the constituent roll or the appendix to the roll or on the roll of a congregation'. Although indeed Presbytery has final oversight of the minister, it is the congregation, employees and elders who have the greatest understanding of how the minister is meeting the goals stated in the call document. Rev Coggin, (and as will all subsequent ministers) was included in the annual performance evaluation process and the review of the policies.

Most of us see Rev Mitch Coggin each week, but many do not often meet our other church staff:

Grant Shepard-Church Officer

Whitney Hannah-Church Administrator

Christine Purvis-Director of Music Ministry

They each bring unique gifts and skills and are a valuable part of our church community; we thank them for all that they do week by week.

Respectively submitted
Colina Titus
Convener Personnel Committee

Thrift Shop

- Thrift Shop St Andrew's Presbyterian Church.
- Annual Report 2019.
- Total Sales Jan 2019-----Dec 17th, 2019.---\$970.00.

All proceeds donated to St Andrew's.

Thank you to Helen Gans ,Ann Lambie and Janette Hennigar.

We have two new helpers since September. Trudy and Patti.

What a difference their help has been. The place is so tidy and ship shape.

We were happy to help a brand-new family to Canada. A little girl of three, brother ten and parents. They had very little English, had just moved into an apartment and needed everything to startup housekeeping.

Approx \$150.00 in goods donated by Thrift shop.

Respectfully submitted
Janette Hennigar.

Property

Buildings

In 2019 "Property" was kept very busy with the usual maintenance activities which occur in older buildings but also continued work on projects which were begun in 2018. 2019 saw the beginning of some much-needed repairs to our heritage building. Thank you to the congregation for approving the first stage of repair work to the sanctuary.

The first phase of renovations in the Kirk Hall was completed with the repainting of the upstairs hallway, installation of new LED fixtures and replacement of the baseboards. A proposed plan for the next phase of renovations was submitted to Session and we await further discussion and decisions.

The Broughton Street garden was badly damaged by the roofing work in 2018 and was completely redone in 2019. Thank you to all those who worked on this project. It is our hope that the present work on the Broughton entrance will not cause major damage.

A request was received for the addition of handrails down the middle of the steps between the sanctuary and the hall. This was an excellent suggestion, a vendor was found, and the handrails were installed.

A report was received from Mercer & Schaefer Glass Studio regarding the condition of the church's stained and leaded glass windows. The recommended work will likely exceed \$40,000 and need to be done within the next few years. Victoria Foundation was petitioned for assistance to begin this and St Andrew's was given \$15,000 to be used specifically for the Dunsmuir and Rose windows.

A new secure mailbox was added at the Courtney entrance after it was determined that the mail was not secure.

The outside lights on the Kirk Hall were replaced by new LED fixtures with photocells. This reduces our power consumption as they are only on from dusk to dawn rather than always on.

A wireless alarm system was added to the west doors on the balcony in order to improve security for us and Ballet Victoria during Open Church events.

The lighting in the maintenance shop was replaced.

Panic hardware was added to the door to the west stairwell in the Hall, outside the main floor washrooms. This allows the door to be locked on the main floor but should it be necessary to exit from the second floor the exit remains readily available.

In order to reduce the number of cigarette butts left in our doorways the City of Victoria was contacted and a cigarette canister was added outside the Courtney entrance. This is part of a pilot program between the Surfrider Foundation, Downtown Victoria Business Association and the City of Victoria aimed at keeping cigarettes off the streets and out of the stormwater drains.

In a second initiative, to assist our custodian in efforts to keep our entrances neat and clean, the DVBA was contacted and they are now providing portable urinals on weekends as part of their Late Night program which is sponsored by the downtown bar and restaurant owners and operated in cooperation with Our Place. These portable urinals are placed at the Courtney entrance and in the lane beside Rexall.

An inspection of the parapets over the main entrance on Douglas and side entrance on Broughton was done following concerns over pieces of masonry being found on the ground. It was determined that the Broughton side posed the greatest risk. Rob Tournour Masonry were engaged to restore the Broughton entrance first. Work proceeds on this.

The church building is thought to be structurally sound but is in need of complete restoration of the exterior envelope in the next five to ten years. Cost estimates at present indicate that it is likely to cost in excess of \$500,000. Property recognizes that this is a huge cost to St Andrew's but it is an issue that cannot be ignored and our church will need to have further discussion, sooner than later, as to how we can deal with the requirements of maintaining a heritage building.

"Property" is a very small group of individuals and we are most grateful to those who step up to help, throughout the year, when a specific project needs to get done. We are pleased that Grant was able to return to work in 2019 and thank him for his patience and diligence in his work at St Andrew's. Thank you to Whitney for her ongoing assistance to property particularly as St Andrew's liaison to the various community events in the Hall and Sanctuary. Thank you to all of St Andrew's for your help in caring for and maintaining our facilities. All of us have a role to play.

*Respectfully submitted Dave Garson
Co Chair Property Committee*

Kitchen Report

Once again 2019 has been a busy year for St. Andrew's kitchen. For the most part those who use our kitchen, St. Andrew's folk, and many others from the community, are very diligent in the care and maintenance of our facilities. Most times, any problems that arise are easily solved, and often could have been prevented had information regarding expectations been shared by those working in the kitchen. What seems quite reasonable to a person in their own kitchen, may, or may not be acceptable for a kitchen used commonly by many people. At all times there should be someone with knowledge of "Food Safe" in the kitchen. There is a book in the kitchen regarding "Food Safe" but we need more people to have taken the course. A few years ago we were fortunate that St Andrew's and V.I. Presbytery organized and paid for several of us to take the course but time has passed and this year we will be looking at how we can provide an opportunity for more people to learn the rules of "Food Safe".

In the meantime, here are some very basic rules for the kitchen -

1. Wash your hands frequently and certainly before starting to work in the kitchen, or at the serving tables
2. Food put out for use cannot be reused – so only put out what will likely be used
3. If you are working with "dirty dishes" you must continue with that or wash your hands to switch to working with "clean dishes"
4. It is much easier to just have a person assigned to each chore
5. Clean up any spills immediately and, if needed, ask for help
6. If something is not working properly, or breaks, please let Grant, the Office or me know,

- with a brief explanation of the problem
7. Whatever items are used must be cleaned and put back where they belong
 8. If something is to be saved for future use be sure to label it and make sure that whoever is to make use of it is aware that it has been saved for them
 9. Keep up the good work with separating garbage, compostable and recycle

Our fridge and dishwasher are beginning to show their age but with the help of Grant, Property and occasionally outside help we have been able to keep them in working order.

Thanks, once again, to Whitney for ensuring that our community users are aware of expectations and for following up when there is a need to affirm those expectations.

St Andrew's is truly blessed to have use of such a great facility which, with care, will serve us for many years.

*Respectfully submitted
Sheelagh Garson
Kitchen Coordinator*

Session – Development Committees

All Committee Committee

Members:

- Administration: Jim Ferguson
- Christian Education: Dianne Penner (January –August), Sabine Teetzel (September-December)
- Congregational Life: Colina Titus, Sabine Teetzel Co-conveners
- Finance: Jack Reimer (Treasurer)
- Personnel: Colina Titus
- Property: David McLean, David Garson co-conveners
- Worship Laura Richards
- Mission and Outreach, Brian Titus
- Leading with Care; (now under umbrella of Personnel Committee)
- Clerks Session: Sabine Teetzel, David McLean (Jan-April), Colina Titus (May –December)

For the first half of the year, The All Committee Committee (ACC) met on the first Tuesday of the month. The purpose of this committee is to make sure that the committees of the church are efficient, that while ensuring that all the important tasks and responsibilities in the church are attended to, there is no unnecessary duplication of tasks.

This committee comprises the chairs of all the committees of the church. The ACC does not make decisions for session, but rather shares updates from each committee. This is proving to be a more efficient way of sharing what the committees are doing. Meetings have proved to be a valuable time to share ideas and identify items that committees need to bring to session.

However, in May session began a process to review the committee structure of the church. It was agreed that until this process is complete, it is not clear how the All Committee Committee fits in the current structure. The committee did not meet for the balance of the year; it is anticipated that meetings will resume early in 2020.

Note: Dianne Penner and Don MacEachern have resigned from their positions as conveners during 2019, and we thank them for their hard work.

*Respectfully submitted
Colina Titus and
Sabine Teetzel,
Co-Chairs*

Communications

We have a series of Communication tools at our disposal; whether it be the Sunday Order of Service, “the Link” [as noted elsewhere], the web page <http://standrewsvictoria.ca/> [Neil Kempling] or Facebook <https://www.facebook.com/StAndrewsPresbyterianVictoria/> [Jean Marcellus] we do our best to keep people informed.

We know these Communication tools are working – as evidenced by people who drop in to our Open Church throughout the summer, people who attend our services and then others who became aware of other events such as the Robbie Burns Supper as a result of our posting on the web.

It is an opportunity for people who are regular ‘snowbirds’ to keep informed on the comings and goings of St. Andrew’s.

This style of social media is known as ‘pull technology’ where a person goes to the technology and ‘pulls it down’. In other words, they have to go searching for it.

One of our goals in 2020 is to enhance our communications strategy by using ‘push technology’ where information will be pushed out to people who would like to receive it. Think of it as a subscription format where people will opt in to receive the current information. At the moment, if a person misses a Sunday service and doesn’t get a copy of the Sunday Order of Service, they may not be informed of upcoming events and/or who to contact. We hope by adding to how we use technology we will be able to better inform of what is happening around St. Andrew’s.

*Jim Ferguson
Elder*

04 – Committee Reports – Mission [Internal]

Christian Education

The mission of the Christian Education Committee is to make provision for various opportunities that promote spiritual growth within the guidelines of the Presbyterian Doctrine. The Christian Education session liaison (Chair) is Sabine Teetzel. The Sunday School teachers rotate between Linda Coggin, Angus Henderson and Sabine Teetzel. The helpers are Dawn McLean, Debbie Verwey and Brooklynn Trimble.

During the first half of 2019 we used a lectionary-based curriculum that Dianne Penner had devised. We are developing a consistent core of children around the same age that are attending Sunday School. Dianne's curriculum was ideal for children that were not consistent attendees. In the fall of 2019 Sabine Teetzel and Linda Coggin explored a number of curricula and we settled on Seasons of the Spirit by Wood Lake Books. This curriculum is approved by the Presbyterian Church in Canada and is appropriate for a small multi-age Sunday School and includes lessons/plans and crafts.

From January to June the children were very involved in the life of St. Andrews. On the Sunday before Shrove Tuesday they did a small pancake breakfast. They created all the table decorations for Palm Sunday. For Car Free Day they created a small video about why they like coming to St. Andrews. During the summer months when able, Angus Henderson provided a drop-in Sunday School program in the Kirk Hall.

St. Andrew's Sunday School was busy during the fall preparing for the bazaar. The children decided that they would like to raise money for Presbyterian World Service and Development (PWSD) projects. They chose to raise \$150 for a bicycle ambulance and \$65 to provide health education on malaria, tuberculosis and HIV for a total of \$215. These projects received matching funding at the rate of 4:1. The children worked hard for several weeks to make snowmen decorations, bookmarks and reindeer goodie pots. They learned how a craft created in Victoria and sold for \$2 could make a profound difference in the lives of people that they will never meet. They sold the crafts at the bazaar and were able to answer all the questions about bicycle ambulances and health education put to them by bazaar attendees. They raised \$265 and after much deliberation they decided to send the additional funds to PWSD for life-saving therapeutic food for malnourished children.

Immediately after the Bazaar the children started working hard on their Christmas play that was presented to congregation during morning worship in December. The play was set in modern times and the congregation was treated to a possible 2019 interpretation of the nativity story.

The nursery has been unstaffed this year for 2 reasons; we do not have consistent attendance by younger children, and we do not have the resources to staff the nursery. Jean Watt has been faithful in ensuring that the nursery is always open during Sunday Services.

The library has been running under its own steam and again Jean Watt has ensured that the children's selections are available after Sunday service.

Unfortunately, there has not been much available for adults in the way of Christian Education. If you have any ideas or suggestions, please let Sabine Teetzel or Reverend Coggin know.

We have a group of gifted, creative and joy filled children in our church and all those that work with them come away with an uplifted spirit. Let us continue to foster a welcoming atmosphere for the students and their parents.

Respectfully submitted
Sabine Teetzel

Congregational Life

Who are we?

Members: Moira Bernard, Patti Jackson, Cathy Mackenzie, Donna Mackenzie, Paula Acheron, Dorothy Reimer, Marie Ryan- Roberts, Fiona Ryneveld Sabine Teetzel and Colina Titus.

What we do?

The mandate of the Congregational Life Committee is to facilitate and promote congregational unity through a range of activities for all ages that builds relationships and creates opportunities for fellowship.

In short, the committee seeks to foster a sense of family within the congregation. We welcome the congregation, their family members, friends and newcomers. We want to make St Andrew's a place to belong; where everyone can feel that they are welcomed into a family.

How do we do it?

A successful event needs planning, advertising and a team of volunteers. This is what we do. In true Presbyterian fashion the two important ingredients are food (lots of it) and people. We are pleased to have seen so many of you at the congregational events this year. By the number of tables that we set, we are quite certain that more people are attending these events than in recent years.

We hosted several fun events this year, and they all involved food:

Palm Sunday lunch. The dates did not work for us to host the "traditional Shrove Tuesday pancake supper as a pancake lunch on Sunday"; so instead we hosted a Palm Sunday lunch at which we cooked and served many, many pounds of chicken wings followed by 'pie and ice cream'.

The annual congregational picnic was held in the Kirk Hall. This decision to host the event in the hall was made due to concerns about the weather which was forecast to be cool and not very conducive to standing around in a park. It is also true that we do not have sufficient transportation or people to get all of the chairs, tables and food to Beacon Hill Park as we have done in the past. Despite the indoor location, we were happy to serve traditional 'outdoor' food with hotdogs, followed by ice creams. There were fun activities for the young and young-at-heart to join in.

In September, Rev Mitch invited everyone to a Town Hall meeting so that in groups we could discuss how and why we came to St Andrew's, and why we have stayed. There was a wonderful timeline along the wall of the Kirk Hall including photos (showing some of us with very youthful faces). The Congregational Life team supplied the food (discussion does not go well on an empty stomach!). Tables were set with trays of sandwiches (handmade by the team), vegetables and squares, so that discussion could happen over lunch. There was very good turnout with about 110 in attendance and a good buzz in the room as people joined in the discussion.

The Annual Christmas soup lunch has certainly become a tradition, and likely the committee would not be popular if we changed the menu; hamburger soup followed by pie and ice cream. We have learned to overestimate numbers. This year we set for 120 and given that most of the committee did not sit, it seems that about 120 were served. We made 15 batches of soup, bought 20 pies and there was not much left. Christmas, hamburger soup, pie and ice cream all ingredients for a well- attended, fun St Andrew's family event. This makes the committee happy- it is 'why?' of the congregational life committee.

Every Sunday there is a coffee hour after the worship service. Although this comes under the mandate of the committee, all of the committees take their turn in hosting the coffee hour and providing goodies. Thank you to everyone who works to make this happen week after week. This weekly event very much meets the purpose of the congregational life committee. There is always a buzz of conversation and no one ever seems to be in a rush to leave

The congregational life team would not be able to do what we do without the help of those who step forward and help serve, run the dishwasher, move tables, wash laundry. None of this could happen without the many willing volunteers. You know who you are. Thank you.

*Respectfully submitted
Colina Titus and
Sabine Teetzel,
Co-Chairs*

ESL Conversational Cafe

Who would have ever thought that just three little seemingly insignificant letters of an acronym would hold such significance around the world? ESL is an instantly recognizable word and has an immediate drawing card to an institution or a classroom.

By promoting a weekly ESL program and welcoming newcomers from foreign lands, St. Andrew's continues to have a small but significant presence in our community for people who come here, mostly from Asian countries, to learn English. Over the years, our classes have taken many forms which started out many years ago as a Bible Study group for foreign internationals, taking place early on a Sunday morning before Worship Service. This form quickly changed focus as we discovered that it was the English that the newcomers wanted to learn and was their main reason for choosing to be with us. Our classes have moved to become a more social, communicative class held in the Kirk Hall immediately after Sunday Worship during coffee hour. We meet every week, on Sunday afternoons, for fun, fellowship and learning.

We are a subgroup of the Missions and Outreach Committee. Our ESL program started out many years ago, in approximately 2005, when Rev Michael Caveney was with us. There were a few years it was dormant but the last few years have picked up speed again as new students are drawn to Victoria as a place to study English. Our ESL program is also dependent on people in our congregation who feel drawn towards helping international students. There is really no cost to this program at all. In one year, we spend less than \$20.00. So, there is absolutely no cost to the church for this program. The main cost might be for photocopying some papers.

Our goals are always two-fold:

Our main goal for our ESL students is to provide a safe and happy place of belonging, a place to foster friendship and community while students are in a new country, away from their families.

As we meet the first goal, the second goal automatically occurs: that is to help students learn English. I must stress that we are only an adjunct to their other institutions of learning. We do not hold formal classes, but it is only through friendship that our goals are met. Students are often registered at UVIC or Camosun or other private language schools, so our teaching is minor, but it adds to some of their learning, in a different atmosphere. We find that once the students are with us for a few weeks, they keep coming each Sunday. They come to the Worship Service and for many, this is a new experience, but for others, they are familiar with Presbyterian worship in their homelands. All are welcome! The Worship Service is also a wonderful place to learn and participate.

It is easy to achieve these goals because it all happens through friendship and a positive learning environment and what we receive from them in return, is far more than what we give them. We receive love and appreciation, friendship, learning and fun, which all contributes to our own happiness.

I must mention that there are two ESL programs at our church. One is held on a Wednesday morning at the church, 10:00-12:00, led by Linda Coggin. I will let her write about her involvement with that class. Our class, of which I speak, is held every Sunday, following Sunday Worship service, during the Coffee Hour and into the afternoon. I will write about the Sunday afternoon sessions, 11:30-1:30 p.m., which I facilitate.

There are many reasons why an ESL group is advisable for St. Andrew's. Here are just a few:

First, having an ESL group at our church draws students and newcomers to our church as a place of belonging. They are warmly welcomed to the service and when newcomers come downstairs to our coffee table, there is an immediate friendship and a safe place to get to know strangers. These strangers very soon become part of our church. They feel safe and valued and their happiness is immediately apparent. They begin to trust us. Trust is the beginning of friendship and the beginning of happiness.

Secondly, as they come to our conversation group and have some ESL instruction, coupled with their own individual classes that they take at their respective schools, their English language learning increases. And that is exactly what we are trying to help them with. They start feeling confident and enjoy the learning. So, our first two goals are easily met.

Third, by having an ESL presence at our church, our church benefits from newcomers. Our numbers increase. Our presence in the community becomes known as a caring place of friendship. This becomes a place where we can share our Christian faith and love with them. Isn't that what we all want...to welcome each and everyone who comes to St. Andrew's and to offer friendship, in the name of Jesus Christ.

And finally, we ourselves develop wonderful friendships with these beautiful people. If you ever want true friends, get to know some of our ESL students and adults from other countries. I can think of no dearer friendships than I have, than the friendships with many of our ESL students over the past 15 yrs. Over the many last years, I have found this to be true, again and again. I miss them so dreadfully when they leave. I am so happy though, to think that they felt a sense of friendship and belonging while they were far away from their homelands and we hope they will never forget the role St. Andrews played in

their lives. To think that we might have contributed to just a small part of their happiness while living in Canada is enough of a reward for me as I think of meeting our goals.

I don't know which of the above four are more important, but don't they all work together for Christian friendship and love, as we are instructed to do, in the Scriptures.

Our weekly 'classes' take many forms. This may be done through grammar classes, examples of idioms (which are very helpful to them), exercises from English books borrowed from the GVPL, essays are written on specific topics, corrections given, or often, just through playing a game of scrabble or chess, or talking about our Christmas vacation. We helped them learn the GVPL resources. George Smith gave them a talk on Switzerland. My brother came over from Vancouver and gave them two long geography lessons: one on Canada and one on Africa, Stella Higgins gave them a talk on public speaking. Marilyn taught them some magic fun. Brian gave them information on an interesting topic. Lots of people have helped them.

Another important aspect of their experience has been developing friendships with those within our congregation. A special thank you to our friend Joyce Nordwall who has been so very kind to host them on several occasions with her usual kindness along with other very kind people who have invited them to their homes. We have also had card making parties, lunches and other fun times outside of the church. These times also help us to meet our goals.

We don't do a formal bible study but when occasions such as Reformation Sunday come, we talk about Martin Luther and the Protestant movement. When November comes and we see people wearing poppies, we spend one or two weeks exploring the purpose and meaning of poppies. We talk about war and read the poppy poem. When Communion Sunday comes around, we talk of what these symbols mean as we partake of them. At Christmas and Advent, we explain what Advent means and why we don't sing Christmas carols until the Sunday before Christmas. At Easter time, we talk about the resurrected Christ and what that means in our lives. If we had more time, it would be nice to do a weekly bible study, but this is something that we are trying to consider. We just all need more time in our lives to do these things!

I cannot finish this report until I give credit to our wonderful, new friend, Irma Rodriguez, to whom we are incredibly indebted to her for her professional help and friendship. Irma just happened to come to our church one-day last summer. We just happened to be singing Christmas carols (her favourite songs) in August! She just happened to meet us at the ESL table and then we just happened to discover that she is a Montessori teacher of English, Math and science. She has written a book about her life and it is one of miracles and hard work. As I have come to know and appreciate her, I just feel that God just happened to lead her to our church at just the right time. The day I met her, it was to be my last Sunday before my surgery and I knew I could not be here for a while. I did not know what I was going to do. But Irma voluntarily and enthusiastically said she would take over the CC Table and she is now a permanent part of our church and an integral part of our ESL program. She is the one who gives the 'formal' classes while I give the casual talks mentioned in a previous paragraph. Irma loves St. Andrews and we love her. If you want an incredible experience of English grammar, math or science, come to our table sometime to meet Irma. Thank you so much Irma for being such an incredible part of this program. You have added so much to our learning enjoyment and have helped us to meet our goals. We could never imagine our group with you! Thank you so much!

We hope you will all feel welcome to come to the ESL table grouping. Please come and take part in our friendship and ever-increasing joy as we welcome more people to St. Andrews through this learning program. Perhaps you would like to volunteer to give them a talk one day. Come and meet our beautiful friends and there are more coming all the time! How wonderful this is!

*Sincerely submitted:
Dorothy Reimer, January 2020*

Worship

MISSION

To facilitate worship services and other activities referred to the Worship Committee by Session and to support the ministers leading the services.

TERMS of REFERENCE [TofR]

Session directed committees to produce a Terms of Reference document. A draft TofR was submitted which in part defined a forum to plan services with new initiatives, to communicate with the Director of Music Ministry, Christian Education and Mission and Outreach committees and with the congregation.

CREATIVE WORSHIP INITIATIVES

- readers now participate in the responsive Call to Worship, scriptures and prayers during service (congregation).
- there is a weekly open church hour of meditation (J. Verwey).
- an approach renewal of Baptism 13 January.
- Seder Bible Study/Seder Table 10 April told the Jewish Exodus with ritual foods, prayers and reflections (D. Reimer)
- Lenten candles burning on a wooden cross (J, Verwey.). Each Sunday one candle extinguished marking the dark passage from Ash Wednesday 6 March to Good Friday 19 April.
- National Indigenous Day 16 June honored the four directions with a quadrant cloth of red, gold, black and white each containing symbols and a candle.
- Climate change recognized "life of faith includes being stewards of creation" 4 August (Rev. P. Galbreath).- Global Climate Strike 27 September tower bells ringing.

ADVENT " Recognizing the Sacred within the Secular "

The Henderson, Kim, Garson/Aerts, Hawkes and Barwise families took part in reading scriptures and prayers and the lighting of the Advent candles.

Christmas pageant 9 December

Blue Christmas 19 December at 5;00 pm was a joint service with Knox Presbyterian and Trinity Presbyterian. Candles were lit for peace, hope, joy and love during reflection and meditation and the congregation was welcome to light a small candle for a loved one or for healing.

Christmas Eve candle-light service at 7:30 p.m. told the Child of Bethlehem story (readers David McLean, Dorothy Reimer, Brian Titus and Ann Jones).

FUNERAL SERVICES

One funeral was held in the sanctuary, followed by a reception in the Kirk Hall.

RECOGNITION SUNDAY

Sunday school children received certificates and participated in the Call to Worship and prayers 23 June

COMMUNION

There were 5 communion Sundays; 3 March (115), Easter 21 April (172), Ascension 2 June (96), World Communion 6 October (122) and Advent 1 December (109). Participants in (). Additionally, communion was served by the pastor and an elder to home-bound members who requested this sacrament in their home setting. Throughout the year, communion was celebrated with Mary McCall, Lawrie Matheson, Nancy Sidaway, Audrey Hardwicke, Ruth Gustafson, and Tom Peete

ACKNOWLEDGEMENTS

Appreciation to the dedicated teams of ushers, sound system operators and coordinators of special services and communion preparation; Sheelagh Garson, Dave Garson, John McGill, Susan McCabe, Dorothy Reimer, Dirk Ryneveld and Jerry Verwey. .Special thank-you to Roger and Moria Bernard (Oak Bay Lodge worship) and to Jean Marcellus (photos in Sanctuary).

*Respectfully submitted
Laura Richards*

Music Ministry & Choir Report 2019 [completed]

St Andrew's Choir has grown to an enthusiastic 17 singers. We practice on alternate Thursday evenings and every Sunday morning to prepare hymns and anthems for Sunday services. At Easter Ben Parker joined us on Trumpet, Susie Henderson and Emily Morse sang Laudamus Te from Vivaldi's Gloria and the choir sang an anthem. The choir year finished in late June with a party at Dorothy and Jack Reimer's house. The choir took a break for the summer and started up again in September.

On Remembrance Sunday we were pleased to welcome David Barrs who came to play the Last Post. This is his 30th year of sharing his trumpet music with us. The carol sing-along in December included some music by members of the choir Susie Henderson and Brian Titus sang two duets. We also had 2 violinists from the music programme at the University of Victoria, Leonard Maekawa and Cleo Yong. They played music before the sing-along as well as a duet during. "David Barrs also came to play trumpet as an accompaniment to the organ" The following Sunday the Vancouver Island Bell Ensemble joined us at the service. On the third Sunday in Lent we had a Celtic group play during the service Christmas eve included two choir anthems, a Peruvian Christmas carol "Esta Noche Jeus has nacido" with Martin Perex, Maribel Flores and Brian Titus.

Special Events – Community Outreach

Visit to Government House

Again, this year we were able to visit Government House for a guided tour and then a visit to the Tea Room. We had about 20 people on the tour.

Due to renovations and some major construction at Government House this year, there are no public tours until the fall of 2020 and possibly into the spring of 2021.

The Tea Room will be available in the Spring of 2020 – probably after Victoria Day long weekend.

*Respectfully submitted by
Jim Ferguson*

05 – Committee Reports – Mission [Outreach]

External to St. Andrew's

M&O 2019 Report

The Mission and Outreach Committee helps St. Andrew's to support local, national and international missions and outreach by the Presbyterian Church in Canada; seek funds for appropriate projects; provide coordination of M&O-related activities with other committees; and provide a link between M&O-related activities and Session.

The Mission and Outreach Committee had five members through much of 2019: Debbie Verwey, Kathy Wilson, Patricia Shuckburgh, Brian Titus and the minister, Mitch Coggin. With regret, Kathy Wilson stepped down from active committee work in the autumn, but still works with Mission and Outreach when volunteers are needed – and we thank her for her continued support.

Through 2019 we continued to consider how to help the congregation grow in our understanding of our place in the universal church's mission internationally, nationally and locally, and our understanding of our integral role in the world-wide Body of Christ. As part of this, we refined Terms of Reference for consideration by Session, and these provided focus for our direction in 2019, and will continue to do so into the foreseeable future.

Internationally, the congregation voted through the 2019 budget process to donate \$2,000 to Presbyterian World Service and Development as our minimum contribution to the global work of the Presbyterian Church in Canada; this was achieved through donations, and hence there was no need to draw-down congregational funds to meet this. Internationally and nationally, the \$20,000 the congregation sent to Presbyterian Sharing in response to our annual assessment by the Presbyterian Church in Canada contributed to ministry programs across Canada and around the world. The Presbyterian Church in Canada describes both of these programs as "one mission, two funds" through which we, as members of our national church, work with other churches across Canada in a common ministry at home and abroad.

Our local congregational ministry is nested within the context of the two major national programs we contribute to, and completes the hierarchy of international, national and local work we do to serve those around us as the Body of Christ. We continued to review programs and consolidate these, whenever possible, within the national programs and objectives of the Presbyterian Church in Canada.

This led to increased activity in raising congregational awareness of First Nations issues, as outlined in the “Calls to Action” for churches arising from the Truth and Reconciliation Commission (see March 2019 Link article), and as encouraged by the Presbyterian Church in Canada. Outcomes included a series of Link articles, “Mission Minutes” during services, engagement with Cedar Tree Ministries (Presbyterian outreach to First Nations in Duncan), and a book club focusing on First Nations authors (STARR: **ST. Andrew’s Reading for Reconciliation**); we were unable to arrange an opportunity for congregation members and friends to visit the Songhees Wellness Centre, but will pursue this in 2020. The committee also began to consider the next logical step in alleviating need, which is to consider what it is that creates need in the first place; this included a Link article on Kristallnacht and participating with churches in Victoria (and internationally) in “ringing our bell” to draw attention to the dangers of climate change. Our next step is to explore the work of Kairos and consider its relationship to what we do at St. Andrew’s.

However, the core of ministry by the congregation remains as in past years, and local activities (leaders in brackets) carried out by willing, able and deeply appreciated congregational members include Open Church (Jerry Verwey), the Thrift Shop (Janette Hennigar), Saturday Morning Breakfasts for people in need (Annette Pardais), Thanksgiving Food Bank Drive for Cedar Tree Ministries (\$400 + food items; Deb Verwey), Join Your Pipes with Ours carol singalong in Advent (Dawn McLean), Christmas turkeys (25 turkeys) and Share the Joy Christmas gifts for 45 residents of Our Place (Deb Verwey and Patricia Shuckburgh), ESL (Dorothy Reimer) and monthly Oak Bay Lodge services (Moirra and Roger Bernard, and George Smith). The Sunday School children, with support of Christian Education and the Bazaar committees, and in consultation with M&O, repeated a successful craft sale, as initiated in 2018.

Some of the activities listed above are presented in more detail in individual reports. Please contact any of the people involved in these activities if you would like to assist, or contact members of the committee if you have projects that you would like us to consider – especially if you are able to help bring these to fruition.

We thank all of those involved with these various initiatives; and we also thank Don MacEachern, Bill and Nancy Duke, and Anne Lambie for their able and valued assistance when it is our turn to serve refreshments after services. At the close of this year, we particularly thank Moira and Roger Bernard for their 30+ years of involvement and leadership of monthly Oak Bay Lodge services. The Lodge is being amalgamated into a new facility early in 2020, and the Bernard’s will be retiring at this point. New volunteers are needed: if you are interested in assisting, please contact the minister or an M&O member.

In closing, the committee looks forward to 2020, and our continued exploration of how St. Andrew’s can best serve our local, national and global neighbours as session and the congregation work together with our pastor to discern God’s direction for our congregation.

*Respectfully submitted by
Brian Titus, convener*

Lunch-time recitals

Christine Purvis has continued the tradition, begun by Sandra Fletcher, of holding regular lunch-time organ recitals on the first Wednesday of the month, typically from September to June. This continued in 2019 but with several transitions. First, the number of organ recitals were reduced and there was a focus on offering music students and other young emerging musicians an opportunity to perform, especially those wanting to increase their experience but who may not have ready access to public venues. Secondly, it became apparent that audiences were typically small and largely made up of retired people, rather than the downtown working population was that originally envisaged as the core audience when recitals were begun by Sandra Fletcher. Through the summer, an emphasis was put on dates and times when large cruise ships were in town, in the hopes that combining Open Church with recitals would help attract more visitors to the life and work of St. Andrew's. The summer change did not increase attendance, which continued to be predominantly retired local people, and hence autumn recitals returned to Wednesday lunchtimes. (In 2020, recitals will be held at 1 pm on Saturdays, in attempt to find an optimal day and time that suits audiences best, and yet is also a good time for Open Church.)

The recitals are organized by Christine Purvis (who is responsible for contacting musicians) and a team who look after logistics (web and poster advertising, greeting people as they arrive, operating the sound system, and welcoming the audience and introducing performers). The core volunteers include Dawn McLean, Marie Ryan-Robert, Jerry Verwey, Brian Titus, Dorothy Reimer, Deborah Stewart, Kathie Wilson and Mitch Coggin – and often other congregational members who offer to serve as greeters at the doors. Our thanks to all the volunteers that help to make these events possible, and through this contribute to the development of musical talent in the city, help us share our historical building with the wider community, and help welcome people to St. Andrew's on behalf of the congregation. And our thanks to Jorge Carrizales, who first came from UVic to perform on our piano and has stayed to sing with the choir and become a valued member of our community!

List of recitals in 2019

Wed. March 6, 9:45-10:45	Jennifer Mitchell (organ)
Wed. May 1, 12:15-12:45	Emma Woo and Jillian Conway (voice) with Christine Purvis (organ, piano)
Wed. June 5, 12:15-12:45	Serena Jack (violin) and Michelle Hoskin (piano)
Wed. July 3, 12:15-12:45	Jorge Carrizales (piano)
Fri. July 12, 3:15-3:45	Ben Parker (trumpet) and Christine Purvis (organ)
Fri. Aug. 9, 3:15-3:45	Christine Purvis (organ)
Thurs. Aug. 15, 3:15-3:45	Dunamis String Trio (Serena Jack, Judith Gaston, Liam Epp)
Fri. Aug. 23, 3:15-3:45	Matthew Brown (organ) with Rachel Allen (voice)

Fri. Sept. 6, 3:15-3:45 Christine Purvis (organ)
Wed. Oct. 2, 12:15-12:45 Ben Parker (trumpet) and Christine Purvis (organ)
Wed. Oct. 16, 12:15-12:45 Jorge Carrizales (piano)
Wed. Dec. 4, 12:15-12:45 Martín Perez, Maribel Flores and Brian Titus in "A Peruvian Christmas Carol" (guitar, voice, drum, woodwinds)

Special Events – Community Outreach

Car Free Day

We have participated in the Victoria Car Free Day again in 2019. It is again this year planned for Father's Day. The Downtown Victoria Business Association arranges for Douglas Street to be blocked between Herald Street and Burdett Avenue.

On a warm sunny summer day, we can expect upwards of 50,000 people participate of which 500-800 people have walked through the doors of our downtown Church. There are many people who are longtime residents of Victoria who have never been inside our Church. Some have asked if we continue to have Sunday services and others comment on the "Church without door handles".

In previous years we were able to hand out St. Andrew's balloons to the children as they passed by. In light of new regulations, we were not able to do that this year.

The day starts with the setup before 9:30AM and shortly after the completion of Sunday Service the Car Free Day festivities get underway.

St. Andrew's is the only Church on the main street of Victoria and is the only green space on Douglas Street between City Hall and the Royal BC Museum. We have every opportunity to share our jewel in the heart of the City.

Pearson College

Pearson College presented One World 2019 in March. The Kirk Hall is made available for the students to have dinner between shows. Many thanks to David & Shelagh Garson for overseeing the setup and takedown of the Kirk Hall.

In the past members of the Pearson College choir have performed at our Sunday Service and attended other services at St. Andrew's.

*Respectfully submitted by
Jim Ferguson*

Community Use & Events

Bazaar Report

On November the 16th, St Andrews held our annual bazaar, the weather was fine, and the turnout was marvelous. Close to 400 people came through our doors during the time 11:30 to 3:00pm. Our historic lunch was served, to appreciative folks for \$ 7.00. You will note in Jack's financial statements for 2019 that the bazaar's revenue, was \$11,477. that was a gross amount, with our expenses of just under \$1000. So once again from a financial point of view it was a success.

Nevertheless, our real success is the number of St Andrew's volunteers who pull this mini miracle off. We had over 60 people actively involved. In the planning, decorating, sandwich making, advertising, poster design and distribution, serving lunch, making jams, creating crafts, soliciting items for the silent auction, collecting treasures, baking goods, sorting and pricing jewelry, counting the day's take, decorating the hall into a festive room, setting up and taking down, selling tickets, etc. All these activities took place before, during and after the date. Our volunteers really deserve our thanks, along with Whitney and Grant who pitch in - " other related duties".

Again, the students of the Sunday School raised money at their stall, this year to support a Bicycle Ambulance, as their Overseas mission project. Please remember, November 21st, 2020, same time, price to be determined. Major thanks to all, who donated their time, energy, and goodies!!

on behalf of all convenors,
David McLean

Christmas Carol Sing

Carol Sing-along

St Andrews annual Carol Singalong was held Thursday, December 12th in the Sanctuary from 12:00 to 1:15 pm. Posters and handouts were designed by Whitney and distributed around the region by volunteers. Notices were placed in the print media, Victoria Downtown Business Association Christmas booklet and St. Andrews website and Facebook page.

Doors opened at 11:30 a.m. and people were greeted with a hot apple drink and a festive cookie selection. All was greeted, set up, served and laid out beautifully in the Narthex by St. Andrews volunteer Elves.

Brochures, compiled by Sabine Teetzel, listing Advent events at St Andrews were handed out as people entered the Narthex.

Marie Ryan Roberts and Jim Barwise from St Andrews Choir lead the singing of carols and St Andrews Organist Christine Purvis played throughout the performance.

Christine arranged pre-performance practices with each of the musicians. She accompanied David Barrs on trumpet, a violin duet by Leonard Maekawa and Cleo Yang, University of Victoria and a vocal duet by Susie Henderson and Brian Titus, St Andrews Choir. Neil Verway managed the sound system.

Reverend Mitch Coggin thanked everyone for coming to the Carol sing and expressed appreciation for the work put in by St Andrews volunteers. Thanks to everyone who was involved in this community music outreach program. Many people expressed their enjoyment and appreciation for this participatory event and thanked the Church for putting it on for the community.

*Respectfully submitted by
Dawn McLean*

Friendship Club

The Friendship Club has functioned for many years at St. Andrews under various leaders and more recently, under the leadership of Bill and Nancy Duke, for the past nine years. When they gave notice of stepping down as leaders, one year ago, at the 2019 AGM, they asked who might take over as co-ordinator and leader? After many months of thought and consideration, only positive thoughts occurred and so I realized this would be an enjoyable involvement at St. Andrews. My term of leadership started in June 2019 and I am grateful for your support in my endeavour and I look forward to many enjoyable activities and events at our church with you and your/our friends. While the title “club” seems to portray a separate or ‘elite’ membership of sorts, that is not the case. You are ALL elite members of our Friendship Club! But, your membership” is activated when you come to events, pay a small fee that covers the cost of each program and especially if you help or volunteer...something with which we always need help and deeply appreciate. So, it is easy to be a member of our “club”!

I wish to specifically thank Nancy and Bill Duke for all the work they did for this program at St. Andrew’s. Even in their 'retirement' from this committee, they still take an active and willing role to help with set up, ideas or answer questions and we are grateful for the importance they contributed to keeping The Friendship Club a vital part of our church. Social events that foster friendship are a vital part of any organization and churches are no exception.

The GOAL of our Friendship Club of St. Andrews attempts to promote Christian fellowship and friendship among the adult members of our congregation and outside community by holding a variety of social events and activities throughout the year. We function as a sub-committee of The Congregational Life Committee, but we are separated only because each committee is large enough to warrant a specific designation and purpose. The difference between our committees is that Congregational Life involves whole families and children and events are usually held within the church and Kirk Hall. The Friendship Club, however, attempts to gear programs to adults and seniors within our congregation or outside community and most events take place in the Kirk Hall and/or outside venues or restaurants. We attempt to hold some type of social event every month, if possible. These events always include a meal or Tea, Lectures, guest speakers, a Travelogue Talk or tours in the community.

Since taking over the leadership in the Fall of 2019, we held a Lunch and Travelogue series, presented by David and Dawn McLean, who told us about their fascinating train trip through Russia and the Latvian countries, complete with historical events and stories, all presented by a slide show and talk, memorabilia, souvenirs, brochures, books and maps. In December, a Christmas Buffet Luncheon was held at the Cordova Bay Golf Club. This was so enjoyable, that we plan to go to the same venue again next year. Who doesn’t enjoy a Christmas buffet lunch and we were not disappointed? What a beautiful venue, friendly service, delicious lunch and fun-- for 40 people—the exact amount that we needed in order to make this lunch happen at the cost we were willing to pay. (it was “subsidized” by our little bank account).

Events for this coming year are being planned as ideas occur. Announcements and notices are made in the monthly LINK or weekly bulletins. All programs depend on the availability of the Kirk Hall, or guest speaker’s availability. Occasionally I find out that a pre-planned program does not work for some

reason, such as availability, and so another event might be substituted. Keep your eye on the LINK and book your calendar for 2020 events and programs.

The cost of our events is a modest amount which includes lunches, teas and entertainment. All our events are self supporting, while also setting aside a small reserve of money from each event in order to subsidize our Christmas luncheon which is our biggest expense. We like to end each year with a positive balance which helps us to carry over into the next year with a healthy bank account and without any worries. We do not rely upon the budget of the church in any way. This is another way in which we can thank Bill and Nancy Duke, for being so meticulous in setting an example of self sufficiency and good stewardship and we continue to up- hold this model as our goal. We occasionally provide a reduced cost for someone, for various reasons and we occasionally invite some to be our guests, but we always make sure we have the financial means to do so. Although there will be a slight cost increase for some events this year, due to food price increases or else, paying a small stipend to some musicians who provide entertainment for us, it will not be too noticeable. Each event will be modest in charge and modest for food costs. Another way in which we save costs is that we rely upon our attendees to try to help with ideas, loaning of items, setting up, some decorations, and we are grateful to each one that helps and especially grateful to St. Andrews for the use of the Kirk Hall and the kitchen and the generous use of their coffee and tea which accompany all our events, at no additional cost to us. We truly appreciate this kindness of the church.

I am especially grateful for those who come forward to help with planning big events such as the Robbie Burns Supper—thanks to Jim Ferguson, who managed it all. A very special thanks to all who help decorate, clean up, set up and some who are just there with their smiles and help us all to have a good time and promote friendship.....that is the exact purpose of this “club”!

This coming year of 2020 proves to be busy. We start with a Robbie Burns Supper on January 25 and a Valentines Party on Saturday, February 15th, in the KIRK Hall. A lunch, followed by special speaker, Major (Retired) Marie Ryan-Roberts, will be our guest speaker, followed by a special musical concert in the Sanctuary immediately afterwards, called: Magical Musical Moments with Martin/ Maribel and friends, which will take place in the Sanctuary from 3:00 -4:00 p.m. This musical concert will also be held as an Open Church event in which we welcome the passers by, general public and outside community. A donation box will be made available for outsiders who wish to donate to the musicians. This will be a long day so make space in your calendar to join us for lunch at 12:00 and to stay with us, if you are able, until 4:00. This is your Valentines Day! We hope you will look at the January and February LINK for all these details and we welcome your presence, and of course, your help and support!

The rest of the year will continue to unfold as each month passes and we look forward to getting to know you better through these social events.

*Sincerely,
Dorothy Reimer. January 2020*

Health and Wellness Committee

Annual Report for the Health and Wellness Committee for St. Andrew's. 2019

Looking through old files from the Health and Wellness Committee, I see that it was on January 2002 that we held our first Blood Pressure Clinic at St. Andrews. This was the initiation of our Health and Wellness Committee. It's hard to believe that was almost 20 yrs. ago! I also functioned as a Parish Nurse at the church in the more recent years, after taking some necessary qualifications.

Many years have passed since our first blood pressure clinic and I will not relate all that history. You can see those reports in the Annual Reports if you are interested.

Looking back at our Committee, I admit that our Health Committee never had a very strong presence in the church. I was actually the only one on the committee but there was little to do. Perhaps that is a good thing and there may be nothing wrong with that. Perhaps that means that our parishioners are all well looked after by their families, their physicians and home care facilities. Yes, there were occasional health information seminars, a few health talks and a lot of Blood pressure clinics. But certainly, the most important focus was the attention needed for anyone who fainted or fell ill during the Sunday morning worship service. Attention was immediately given, and an ambulance was summoned. Follow up with the parishioner was paramount and a report was given to the Minister within a few hours, stating that the person was fine and at home. I am happy to report, to the best of my memory over 20 years, that all persons who had an incident during the morning worship never had any ill effects or disability from the occurrence of their medical incident.

This committee reports to the Congregational Life Committee. There was never any charge to the church budget because there were never any expenses incurred. All work was done voluntarily. No supplies were needed.

My role as Parish Nurse finished in 2018 when I retired from my provincial nursing employment and since I did not re-register my nurses license, I cannot call myself an RN or a Parish Nurse. However, I can remain on the Health and Wellness Committee and am pleased to help in any way that is needed, provided it is within my allowable role. At the present time, there is little happening right now on the Health Committee.

When I sat down with Rev Coggin one year ago to let him know I was resigning from the role as Parish Nurse, we both set a goal to get together this coming year and look at some of the past work that had been done by the Health Committee, with the prospect of seeing how or if we can improve the Health and Wellness Committee. I look forward to continuing to see how I can be of help to St. Andrews in the role of Health and Wellness.

*Sincerely,
Dorothy Reimer,*

Sunday Coffee

Each week many of us enjoy a time of fellowship in the Kirk Hall as we sip a coffee and talk with friends. Coffee time is a great opportunity to welcome newcomers. If we don't make the effort to greet them, we will not know whether they are just visiting, looking for a church home, or maybe crossing the threshold of a church for the first time. Maybe they are on vacation and a smile and a friendly conversation can make their day. Coffee time is a good opportunity to not only catch up with friends, but an opportunity to greet newcomers and introduce them to others. There is nothing so sad in a church gathering as strangers left on their own

Whoever joins our coffee hour, the newcomers and the shy as well as our friends, let's offer them a warm welcome and include them in our time of fellowship. The smile we offer at the front door as they come in, and the warmth of our welcome at coffee may well make the difference as to whether they come back.

Do you feel more comfortable pouring tea than greeting a newcomer? It takes all of us to create a weekly coffee hour- the talkers and the pourers, the smilers and the dishwashers. Maybe you could help with set up or clean-up for the coffee time? This is a task that needs to be done 52 weeks of the year and extra help is always welcome. Whether you can help on a regular or occasional basis, know that your help will be appreciated. By offering to help, someone will 'show you the ropes' and help you find your way around the kitchen.

If you could help with the coffee hour, please contact one of the committee chairs or approach someone who is in the kitchen or pouring tea.

*Respectfully submitted
Colina Titus and
Sabine Teetzel,
Co-Chairs*

06 -Finance Reports

Envelope Secretary – 2019

The Envelope Secretary works under the direction of the Finance Committee and is responsible for ensuring that donations are attributed to the correct donor as well as the designated fund. This task is done every week after a counting team has counted and balanced the weekly offering. As well as doing the computer input, the envelope secretary manages the PAR system, prepares and hands out the yearly tax receipts and manages the offering envelope set-up and distribution.

We were very saddened when one of our team leads, Ted Teetzel, died suddenly in May. Ted had not been with the counting team very long and we were delighted when he joined as he had a lifetime of banking experience to call on. We miss his pleasant personality and good humour.

Our three counting teams are headed by Moira Bernard, Laura Richards/Margaret Blair, and George Smith. We were very pleased when Christine Clark offered to come back in January 2020 to once again head up the fourth counting team. Moira and Jean had been covering the fourth team's work.

The counting team members are: Jean Watt (who does double duty), Roger Bernard (spare), Margaret Blair, and Kathie Wilson. Each counting team works for one month (weekly) and then has three months off. A big thank you to all the members of the counting teams for their dedication.

We are very grateful to Whitney in the church office for all the changes needed to help keep the financial database current.

Respectfully submitted
Leona Johns

Treasurer's Summary Letter to Congregation

January 22, 2020

I am pleased to present the financial reports for the past year. Before any comments regarding our finances... I would like to recognize the ongoing and invaluable help from those working diligently in this area of responsibility. Our ushers and counting teams spend considerable time each week to ensure that your donations are carefully looked after and recorded. Ms. Lawrie Matheson (until her untimely confinement) and Ms. Pat Brown spend Tuesday mornings looking after financial deposits and disbursements and as well as Ms. Leona Johns ... our faithful envelope secretary. And thanks also to Mr. Peter Lewis, Mr. Roger Bernard on the Finance Committee. I wish to thank each of these individuals and team members for their diligence and faithful attending to the tasks they have committed to fulfill.

The past year has been a year of consolidation with the enthusiastic and committed participation from each participant at St. Andrew's. The congregation of St. Andrew's is to be thanked for the generous financial support and as I have seen over the year... an additional and considerable donation of time and talents... all working together to ensure that our work in downtown Victoria continues.

You all can see; we are again working on infrastructure upgrades with more planned for and necessary in the coming year. We have received a grant of \$15,000 from the Victoria Foundation and that will go a long way in assisting the refurbishment of the Dunsmuir Window. Many thanks to the Property teams for looking after these costly but necessary maintenance items.

Please find attached the financial summaries for the past year, and I would encourage any who wish to discuss this one on one to please contact me and I will arrange to go over any of these reports.

Sincerely

Jack Reimer
Treasurer

St. Andrew's Presbyterian Church
680 Courtney Street
Victoria, B.C.
V8W 1C1



250 384-5734
office@standrewsvictoria.ca

January 24, 2020

Financial review report to the:

Members of St. Andrew's Presbyterian Church (Victoria, B.C.)

I have reviewed the statements of the financial position of St. Andrew's Presbyterian Church (Victoria, B.C.) as of December 31, 2019 and the accompanying notes and schedules pertaining thereto. My responsibility is to express an opinion on the Financial Statements based on my review.

I have conducted the review in accordance with generally accepted standards. The review includes examining on test basis evidence supporting the amounts and disclosures in the Financial Statements. Verification of envelope giving, donations and other revenues has been limited to amounts recorded. The review also includes assessment of the accounting principles used, as well as evaluating the overall Financial Statement presentation.

In my opinion, these Financial Statements present fairly the financial position of the Church as at December 31, 2019 and the results of the operations for the year thus ended in accordance with generally accepted accounting principles.

David Allen

Financial Statements

St. Andrew's Presbyterian Church

2018		2019	
Operating	Incomes	Operating	Change
Account		Account	From Prev.
Congregational Offerings for:			
\$178,694.70	General Purpose incl Presbyterian Sharing & PWS&D	\$195,661.51	9.49%
\$8,664.00	One Time Gifts	\$87,755.94	912.88%
\$0.00	Transfer to Reserves	-\$80,000.00	
\$6,641.52	Open plate	\$8,110.77	22.12%
\$194,000.22	Total Congregation Giving's	\$211,528.22	9.04%

Operating Incomes

\$34,386.00	Ballet Victoria	\$46,760.00	35.99%
\$28.17	Bank Interest	\$7.59	-73.06%
\$11,887.19	Bazaar	\$11,477.25	-3.45%
\$1,618.02	BC Ferries Breakfast	\$1,056.75	-34.69%
\$386.85	Concerts	\$354.15	-8.45%
\$14,178.92	Church Hall Rentals	\$15,341.65	8.20%
\$0.00	Misc Incomes		
\$1,330.45	Coffee Hour	\$1,454.87	9.35%
\$0.00	Directories Recovery		
\$0.00	Mr. Quarter Fund	\$0.00	
\$1,196.07	PWS & D and Other	\$1,749.35	46.26%
\$0.00	Run for God		
\$1,005.00	Thrift Shop	\$899.24	-10.52%
-\$585.00	Transfer from Reserves	\$80,000.00	
	Victoria Foundation Windows Grant	\$15,000.00	

	Windows Grants – Transfer to reserves		-\$15,000.00	
\$584.00	Victoria Foundation Dividend		\$615.00	5.31%
\$66,015.67		Total Operating Incomes	\$159,715.85	141.94%
\$260,015.89		Total Incomes	\$371,244.07	42.78%

2018	Expenses	2019		
Expenditures by Committee				
\$52,725.13	Administration	\$51,060.85	-3.16%	
\$2,442.23	Catering and Misc Expenses	\$1,691.18	-30.75%	
\$250.00	Christian Education	\$896.72	258.69%	
\$139,223.05	Finance	\$122,103.92	-12.30%	
\$2,110.40	Congregational Life	\$899.48	-57.38%	
\$26,440.12	Mission and Outreach	\$26,848.87	1.55%	
\$117,300.67	Property	\$114,504.64	-2.38%	
\$4,519.19	Session (Incl Relocation expenses)	\$2,036.46	-54.94%	
\$29,696.16	Worship	\$38,390.81	29.28%	
\$374,706.95		Total Expenses	\$358,432.93	-4.34%
\$114,691.06	Net Income & Expenses	\$12,811.14		

St. Andrews Presbyterian Church

Balance Sheet as of Dec. 31, 2019

2018	Assets	2019	
\$8,262.56	Accounts receivable (HST & GST Rebate)	\$1,332.25	-83.88%
\$1.00	Capital Assets	\$1.00	
\$31,698.75	Credit Union Bank Account	\$78,901.26	148.91%
\$15,450.27	Victoria Foundation (non-redeemable)	\$15,450.27	0.00%
\$510,345.47	Investment Account - CIBC	\$505,669.44	-0.92%

\$565,758.05		Total Assets	\$601,354.22	6.29%
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Liabilities (incl. allocated Church Funds)

\$0.00	Accounts Payable		(\$2,000.00)	
\$37,429.23	Special Funds		\$63,206.18	68.87%
\$11,867.48	Project Funds		\$13,613.29	14.71%
\$49,296.71		Total Liabilities	\$74,819.47	51.77%

Equity

\$583,152.74	Unallocated Reserves (opening Balance)		\$516,461.34	-11.44%
(\$114,691.06)	Transfers (Net of Incomes & Expenses)		\$12,811.14	-111.17%
\$47,998.66	Reserves Net Investment Increase/Decrease		-\$2,738.73	-105.71%
\$516,460.34	Reserves (closing Balance)		\$526,533.75	1.95%
\$1.00	Capital Assets		\$1.00	0.00%
\$516,461.34		Total Equity	\$526,534.75	1.95%

\$565,758.05	Total Liabilities, Church Funds & Equity		\$601,354.22	6.29%
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St. Andrew's Presbyterian Church

Victoria, BC

Incomes	Y.E	Budget	Variance	Percent
Donations	2019	2019		
Congregation Giving's	\$195,661.51	\$215,000	-\$19,338	-8.99%
One Time Gifts/Estate Gifts	\$87,755.94	\$100,000	-\$12,244	-12.24%
Transfer to Reserves	-\$80,000.00	\$0	-\$80,000	
Open Plate	\$8,110.77	\$8,000	\$111	1.38%
Sub Total - Congregation Giving's	\$211,528.22	\$323,000	-\$111,472	-34.51%
Ballet Victoria	\$46,760.00	\$37,000	\$9,760	26.38%
Bank Interest	\$7.59	\$15	-\$7	-49.40%
Bazaar	\$11,477.25	\$10,000	\$1,477	14.77%
BC Ferries	\$1,056.75	\$0	\$1,057	
Church Hall Rentals	\$15,341.65	\$15,000	\$342	2.28%
Coffee Hour	\$1,454.87	\$1,500	-\$45	-3.01%
Concerts	\$354.15	\$500	-\$146	-29.17%
Mr. Quarter Fund	\$0.00	\$1,500	-\$1,500	-100.00%
Thrift Shop Sales	\$899.24	\$1,200	-\$301	-25.06%
Transfer from Reserves	\$80,000.00	\$0	\$80,000	0.00%
PWS&D and Other	\$1,749.35	\$0	\$1,749	0.00%
Victoria Foundation Windows Grant	\$15,000.00	\$0	\$15,000	0.00%
Victoria Foundation Grant Transfer to reserves	-\$15,000.00	\$0	-\$15,000	0.00%
Victoria Foundation Dividend	\$615.00	\$600	\$15	2.50%
Total Other Deposits	\$159,715.85	\$67,315	\$92,401	137.27%
Total Incomes	\$371,244.07	\$390,315	-\$19,071	-4.89%

Expenditures	Y.E	Budget	Variance	Percent
By Committee	2019	2019		
Administration	\$51,060.85	\$49,750	-\$1,311	-2.63%

Kitchen Expenses	\$1,691.18	\$1,700	\$9	0.52%
Christian Education	\$896.72	\$1,680	\$783	46.62%
Finance	\$122,103.92	\$122,134	\$30	0.02%
Congregational Life	\$899.48	\$3,100	\$2,201	70.98%
Mission and Outreach	\$26,848.87	\$28,000	\$1,151	4.11%
Property	\$114,504.64	\$121,250	\$6,745	5.56%
Session	\$2,036.46	\$1,000	-\$1,036	-103.65%
Worship	\$38,390.81	\$34,050	-\$4,341	-12.75%
Total Expenses	\$358,432.93	\$362,664	\$4,231	1.17%
Variance	\$12,811.14	\$27,651	\$14,840	53.67%

	Y.E	Budget	Variance	Percent
Administration Committee	2019	2019		
Church Secretary – Benefits	\$3,382.20	\$2,800	-\$582	-20.79%
Church Secretary – CPP Expense	\$1,161.99	\$1,150	-\$12	-1.04%
Church Secretary – EI Expense	\$593.28	\$600	\$7	1.12%
Church Secretary – Salary	\$26,242.80	\$26,250	\$7	0.03%
Computer	\$4,642.46	\$500	-\$4,142	-828.49%
Legal Expenses	\$0.00	\$250	\$250	100.00%
Link Magazine	\$546.09	\$750	\$204	27.19%
Miscellaneous	\$310.53	\$750	\$439	58.60%
Office & Admin Supplies	\$1,385.04	\$1,500	\$115	7.66%
Office Relief	\$941.36	\$1,000	\$59	5.86%
Parking	\$1,251.18	\$750	-\$501	-66.82%
Petty Cash	\$0.00	\$0	\$0	
Payroll and Accounting Services	\$4,829.01	\$4,000	-\$829	-20.73%
inno8 Copy Fees	\$0.00	\$2,500	\$2,500	100.00%
Photocopying (lease & maint)	\$1,796.84	\$3,500	\$1,703	48.66%
Presbyterian Record	\$0.00	\$0	\$0	
Sickness & Holiday Relief	\$0.00	\$1,000	\$1,000	100.00%
Telephone - Cellular	\$999.88	\$600	-\$400	-66.65%
Telephone & Internet	\$2,268.74	\$900	-\$1,369	-152.08%
WCB Expense	\$280.35	\$450	\$170	37.70%
Weekly Envelopes	\$429.10	\$500	\$71	14.18%
Total Administration	\$51,060.85	\$49,750	-\$1,311	-2.63%

	Y.E	Budget	Variance	Percent
Kitchen Expenses	2019	2019		
Funeral and Other Tea's	\$0.00	\$750	\$750	100.00%
Catering	\$159.25	\$300	\$141	46.92%
Kitchen Expenses	\$20.54	\$300	\$279	93.15%

Other (incl. Bazaar)	\$1,511.39	\$350	-\$1,161	-331.83%
Total Kitchen Expenses	\$1,691.18	\$1,700	\$9	0.52%

	Y.E	Budget	Variance	Percent
	2019	2019		
Christian Education Committee				
Adult Christian Education	\$91.39	\$90	-\$1	-1.54%
Camp	\$0.00	\$90	\$90	100.00%
Hullabaloo	\$0.00	\$350	\$350	100.00%
Miscellaneous	\$805.33	\$250	-\$555	-222.13%
Sunday School Teaching Aids	\$0.00	\$400	\$400	100.00%
Youth Group	\$0.00	\$500	\$500	100.00%
Total Christian Education	\$896.72	\$1,680	\$783	46.62%

	Y.E	Budget	Variance	Percent
	2019	2019		
Finance Committee				
Interim Minister – Rev. M. Coggin				
Interim Minister – Stipend	\$51,128.33	\$51,250	\$122	0.24%
Interim Minister – Utilities	\$3,587.50	\$3,600	\$13	0.35%
Interim Minister – Car Allowance	\$3,637.50	\$3,600	-\$38	-1.04%
Interim Minister – CPP Cost	\$2,612.12	\$2,500	-\$112	-4.48%
Interim Minister – E.I. Cost	\$1,204.31	\$1,300	\$96	7.36%
Interim Minister – Housing	\$27,700.00	\$27,600	-\$100	-0.36%
Interim Minister – MSP	\$750.00	\$3,650	\$2,900	79.45%
Interim Minister – Health & Dental	\$3,310.50	\$900	-\$2,411	-267.83%
Interim Minister – Continuing Ed.	\$1,231.00	\$900	-\$331	-36.78%
Interim Minister – Expenses	\$686.26	\$900	\$214	23.75%
Interim Minister – Misc Expenses	\$0.00	\$1,450	\$1,450	100.00%

Presb. Church Canada – Gross Assessment	\$24,488.62	\$21,428	-\$3,061	14.28%
Minister – Pension (Recovered)	-\$6,618.80	-\$6,600	\$19	0.28%
Minister -Grp Insurance (Recovered)	-\$659.40	-\$444	\$215	48.51%
Pres. Church Canada – Net Cong Assessment	\$17,210.42	\$14,384	-\$2,826	-19.65%

Minister Cell Phone	\$1,237.90	\$0	-\$1,238	
Memberships	\$0.00	\$500	\$500	100.00%
Miscellaneous	\$288.08	\$1,000	\$712	71.19%
Presbytery of V. I. Assessment	\$6,120.00	\$6,100	-\$20	-0.33%
Pulpit Supply	\$1,400.00	\$2,500	\$1,100	44.00%
Total Finance	\$122,103.92	\$122,134.00	\$30	0.02%

	Y.E	Budget	Variance	Percent
Congregational Life	2019	2019		
Communications and Advertising	\$526.77	\$1,000	\$473	47.32%
Church Summer Picnic & Poinsettias	\$272.91	\$350	\$77	22.03%
Congregational Picnic & Lunches	\$99.80	\$1,250	\$1,150	92.02%
Posters and Advertising	\$0.00	\$500	\$500	100.00%
Total Congregational Life	\$899.48	\$3,100	\$2,201	70.98%

	Y.E	Budget	Variance	Percent
Mission and Outreach Committee	2019	2019		
Breakfast	\$4,159.62	\$3,500	-\$660	-18.85%
Misc. (Downtown Churches, etc.)	\$289.93	\$500	\$210	42.01%
Mr. Quarter	\$180.00	\$0	-\$180	
Presbyterian Sharing	\$20,000.00	\$20,000	\$0	
Presbyterian WS&D	\$2,000.00	\$2,000	\$0	
Run for God	\$0.00	\$0	\$0	
Share the Joy of Christmas	\$219.32	\$2,000	\$1,781	89.03%
Thrift Shop Outflows	\$0.00	\$0	\$0	
Total Mission & Outreach	\$26,848.87	\$28,000	\$1,151	4.11%

	Y.E	Budget	Variance	Percent
Property Committee	2019	2019		
Casual Church Officer	\$951.00	\$500	-\$451	-90.20%
WCB Reimbursement	-\$8,262.98	\$0	\$8,263	
Cell Phone	\$801.36	\$750	-\$51	-6.85%
Church Officer - Benefits	\$2,470.56	\$2,100	-\$371	-17.65%
Church Officer - CPP Expense	\$1,559.04	\$1,500	-\$59	-3.94%
Church Officer - EI Expense	\$771.84	\$800	\$28	3.52%
Church Officer - Salary	\$35,472.46	\$33,500	-\$1,972	-5.89%
Fire and Security Systems	\$7,692.67	\$12,000	\$4,307	35.89%
Gas	\$12,251.35	\$14,000	\$1,749	12.49%
Heating Maintenance	\$1,332.54	\$500	-\$833	-166.51%
Hydro	\$8,013.01	\$8,000	-\$13	-0.16%
Advance Recovery	-\$1,200.00	\$1,500	\$2,700	180.00%
Misc	\$75.00	\$0	-\$75	
Property Insurance	\$26,228.00	\$27,000	\$772	2.86%
Sundry Repairs & Supplies	\$13,232.43	\$11,000	-\$2,232	-20.29%
Taxes	\$7,869.11	\$6,600	-\$1,269	-19.23%
Utility	\$1,375.66	\$1,000	-\$376	-37.57%
Water/Outdoor maintenance	\$3,871.59	\$500	-\$3,372	-674.32%
Total Property	\$114,504.64	\$121,250.00	\$6,745	5.56%

	Y.E	Budget	Variance	Percent
Session	2019	2019		
Relocation Expenses	\$69.27	\$0	-\$69	
Benevolence	\$750.00	\$0	-\$750	
Session Expenses	\$1,217.19	\$1,000	-\$217	-21.72%
Session Sponsored Growth Project	\$0.00	\$0	\$0	
Total Session	\$2,036.46	\$1,000	-\$1,036	-103.65%

	Y.E	Budget	Variance	Percent
	2019	2019		
Worship Committee				
Copyright	\$481.00	\$400	-\$81	-20.25%
Choral Scholars	\$5,644.33	\$2,500	-\$3,144	-125.77%
Flowers for Sanctuary	-\$1.92	\$0	\$2	
Guest Artists	\$645.00	\$500	-\$145	-29.00%
Miscellaneous	\$1,209.32	\$250	-\$959	-383.73%
Music Director - Benefits	\$0.00	\$0	\$0	
Music Director - CPP Expense	\$0.00	\$600	\$600	100.00%
Music Director - EI Expense	\$508.65	\$400	-\$109	-27.16%
Music Director - Salary	\$22,435.47	\$22,500	\$65	0.29%
Organ & Piano Maintenance	\$6,384.82	\$4,000	-\$2,385	-59.62%
Organist Substitute	\$0.00	\$1,500	\$1,500	100.00%
Supplies & Worship Resources	\$1,084.14	\$1,400	\$316	22.56%
Total Worship	\$38,390.81	\$34,050	-\$4,341	-12.75%
Total Expenses	\$358,432.93	\$362,664	\$4,231	1.17%

	Balance		Balance
Special Funds	2019	Project Funds	2019
Centennial Scholarship	\$16,759.72	Corn Cob	\$90.00
Higher Education	\$13,463.76	Choir	\$421.16
Student for Ministry	\$42,647.78	Camps	\$690.00
Cordiner Fund	\$14,059.76	Friendship Club	\$366.78
Memorial Window Fund	\$20,033.54	Kirk Hall Access Fund	\$8,058.75
Memorials (Sanctuary)	\$21,732.59	Library	\$120.00
Organ Enhancement	\$2,857.38	Our Place	\$669.85
Restoration & Capital Spending	(\$202,703.18)	Music Program	\$939.80
Session Funds:	\$145.00	Refugee Fund	\$10.00
Unallocated	\$358.75	Saturday Breakfast Club	\$75.97
Marion Patterson Fund	\$96,106.92	Sunday School	\$604.70
Weatherdon Funds:		Sunday School Mission	\$1,661.78
Education for Ministries	\$13,331.01	Thrift Shop	\$110.00
Memorial	\$24,413.15	PWS&D Special	(\$205.50)
Total - Special Funds	\$63,206.18	Total Project Funds	\$13,613.29