

SYLVAN UNITED CHURCH – 2024 ANNUAL REPORT
For Annual Congregational Meeting – April 21, 2024

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2019 ANNUAL CONGREGATIONAL MEETING

AGENDA

Call to Order by Chair

Opening Prayer

Orders of the day

Voting

Adjournment

Approval of the Agenda

Minutes of the last Annual Congregational Meeting – February 25, 2018

Errors, Omissions, Adoption

Business Arising

Minutes of Congregational Meeting – June 17, 2018

Errors, Omissions, Adoption

Looking Back – Committee and Team Reports 2018

- as printed

Looking Ahead – 2018 (New Business)

Budget 2018

Adjournment

Benediction

SYLVAN UNITED CHURCH
ANNUAL CONGREGATIONAL MEETING
February 25, 2018

Meeting called to order at 11:15 a.m. by meeting Chair Blair Howard.
Reverend Maggie Enwright offered an Opening Prayer.

Orders of the Day

Reports

Agreed that all Committee and Team reports contained in the Annual Report be approved at once.

Voting

Moved by Hap Shapley that adherents have full voting privileges. Seconded by Joan Keith-Burgwin. CARRIED

Adjournment

Moved by Derek Coughlin that the meeting close at 12:30 pm. Seconded by Jane Shapley. CARRIED

Approval of the Agenda

Moved by John Kamphof that the agenda be approved with the addition of one item – the Ministry Profile and Search report. Seconded by Melissa Howard. CARRIED

Minutes of last Annual Congregation Meeting – March 5, 2017

Moved by Peg Cox that the minutes of the last ACM be approved. Seconded by Betty Lord. CARRIED

Minutes of Congregational Meeting - January 21, 2018

Moved by Robbie Fritz that the minutes of the January 21, 2018 meeting be approved. Seconded by Tom Baxter.

It was noted that there was a slight error on the first page of the minutes below the motion regarding voting. The minutes state that “At the time a candidate is proposed, balloting will be required.” Rev. Enwright pointed out the requirements around voting for a proposed Minister. Members only are permitted to vote. Voting is conducted by ballot if the meeting decides. Voting can be conducted by a show of hands.

CORRECTED MINUTES CARRIED.

LOOKING BACK – REPORTS 2017

2017 Passages

Maggie Enwright read the names of those who had passed away and the person who was baptized in 2017.

It was noted, with apologies for the omission, that the name of Carol Evans should be added to the list of those who had died. Carol passed away on October 9, 2017.

Treasurer's Report

Brian Young reported that the budget software system was to be changed to realign it to standard commercial systems (e.g., Quickbooks). Brian noted as well that 2017 began with a projected deficit of \$21,152 which happily was reduced to \$6,674 by year's end.

Moved by Brian Young that the Treasurer's report be accepted. Seconded by Robbie Fritz. CARRIED

Stewardship

Moved by Tom Baxter that the Stewardship report be accepted. Seconded by Betty Lord. CARRIED

Board of Trustees Report

Moved by Tom Baxter that the Trustees report be accepted. Seconded by Joan Keith-Burgwin. CARRIED

Shawnigan Cemetery Report

Moved by Betty Lord that the report of the Shawnigan Cemetery be accepted. Seconded by Corrie Kamphof. CARRIED

Ministry and Personnel Committee Report

Moved by Hap Shapley that the Ministry and Personnel report be accepted. Seconded by John Kamphof. It was noted that Hap Shapley would be retiring from his position. **CARRIED**

Worship Report

Moved by Jane Shapley that the Worship Team report be accepted. Seconded by Judi Todd. CARRIED

Children's Worship Report

Moved by Robbie Fritz that the Children's Worship report be accepted. Seconded by Corrie Kamphof. CARRIED

Pastoral Care Report

Moved by Joan Keith-Burgwin that the Pastoral Care Report be accepted. Seconded by Betty Lord. CARRIED

Outreach Report

Moved by Corrie Kamphof that the Outreach Team report be accepted. Seconded by Jane Shapley. A question was asked about our support of El Hogar in Honduras. The child we are supporting currently (Selenia) will be eligible for support for one more year when she will graduate. After that, the decision will be made about supporting another child. **CARRIED**

Choir Report

Moved by Hap Shapley that the Choir Report be accepted. Seconded by Tom Baxter. CARRIED

Music Mosaic

Moved by Peg Cox that the Music Mosaic report be accepted. Seconded by Reg Hall. It was noted that the program would continue to the end of June under the terms of the current grant. **CARRIED**

Hospitality Report

Moved by Marian Davies that the Hospitality Team report be accepted. Seconded by Melissa Howard. CARRIED

Hand in Hand Thrift Shop Report

Moved by Marian Davies that the Hand in Hand report be accepted. Seconded by Hap Shapley. CARRIED

Women Together

Moved by Joan Keith-Burgwin that the Women Together report be accepted. Seconded by Robbie Fritz. CARRIED

Property and Environment

Moved by Reg Hall that the Property and Environment report be accepted. Seconded by Mike Rybchuk. The question was asked if any thought was being given to replacing the Hall. Although this was included as part of the *Planning Today, Thriving Tomorrow* conversation, it is not within our means at this time. The plan is part of a larger visioning discussion. **CARRIED**

Communications Report

Moved by Derek Coughlin that the Communications report be accepted. Seconded by Mary Palaikis. CARRIED

Men's Fellowship Report

Moved by Derek Coughlin that the Men's Fellowship report be accepted. Seconded by Betty Lord. CARRIED

George Pringle Memorial Camp Report

Moved by Jane Kilthei that the Camp Pringle report be accepted. Seconded by Hap Shapley. Jane noted that the Annual Meeting of the camp was taking place at 2:00 pm and that the Pringle Board and the Sylvan Council will be working together.
CARRIED

LOOKING AHEAD – 2018

Budget 2018

Acting Treasurer Brian Young referred the meeting to Table FT-1 on page 15. He explained that since the January 21, 2018 congregational meeting, which considered the report of the Ministry Profile and Search Committee, we are now looking at the right hand column of the Table which is based on Camp Pringle sharing ministry costs. The projected deficit of \$15,225 is due to search expenses and moving costs for a new minister (which could be reduced through the use of points or if a minister is found who does not live too far away). The budget for the Minister's salary could be less depending upon the pay category of the successful candidate.

Moved by Brian Young that the proposed 2018 budget which includes the contribution from Camp Pringle be approved. Seconded by Hap Shapley.
CARRIED.

Nominating Committee Report

Robbie Fritz expressed thanks to everyone who has served, noting especially those who were leaving their positions: Kent Clayton, Jane Shapley, Linda Ireland, Susan Mayner, Tom Shandel (Stewardship) and Robbie Fritz.

Referring to the Nominating Report for 2018, Robbie noted two changes since the report was completed. Kent Clayton resigned as Principal Trustee, and Hap Shapley resigned from Ministry and Personnel.

A procedural correction was made regarding Trustees. In the United Church, Trustees are not nominated, but appointed. Sylvan Trustees are: Judy Duncan, Judy Baxter, Bill Davies, Greg Jackson, and Maggie Enwright (ex officio).

Positions for which there is no nominee are: Lay Presbytery Representative, Trustees, Children's Worship, Adult Education, Ministry and Personnel and Membership.

Moved by Robbie Fritz that the amended report of the Nominating Committee be accepted and the 2018 Council be elected. Seconded by Miriam Coughlin. One further correction was noted – Women Together was convened by Monika Morgan and then by Joan Keith-Burgwin (not "shared among members" as indicated).
CARRIED

Thanks was expressed to Robbie Fritz and Lois Turner for their work on the Nominating Team.

Change to Sylvan Governance Structure – Women Together

Joan Keith-Burgwin reported that over the years, the Women Together group has filled both a “Mary” and a “Martha” role at Sylvan and has been involved in many major fundraisers.

Moved by Joan Keith-Burgwin that a representative from Women Together join the Sylvan Council as one of the Ministry Teams. It was noted that Women Together no longer has a separate budget but is included as a “Designated Fund” within the Sylvan budget. Since Joan Keith-Burgwin is the current Convenor of Women Together and of Pastoral Care, she will not be able to convene both groups. Joan will continue with Pastoral Care and the Women Together group will select a Convenor among their number. **CARRIED.**

Ministry Profile and Search Committee Update

Jane Kilthei reported that the Committee has changed its report (as is within its purview) to require that Sylvan’s new Minister be “Ordered” rather than “Ordained”. She noted that the Committee will meet again the following Tuesday and will develop a grid to weigh applications. To date, two applications have been received. Sylvan can also seek out candidates. A fair and balanced interview process will be established, and preliminary interviews will be done by Skype. The application deadline date is March 19th. The Committee aims to complete the process by April 30th.

Adjournment

There being no further business, the meeting was adjourned at 12:40 p.m.

Blair Howard, Chair

Brenda Sober, Recording Secretary

Minister's Report

In March of 2020, we gathered as a Congregation for an annual meeting that focussed on setting priorities for the year ahead. The council had met the week before, coming up with a process and some ideas, stemming from the Planning Today, Thriving Tomorrow work from 2015. We got into small groups, had sheets of newsprint around the sanctuary, used “dotmacracy”, saw what we valued, heard our friends’ ideas, and chose to focus out time, energy and effort on music and children’s programs.

And then, 2 weeks later, the world shut down.

But the ministry continued. In that time, we took the seeds that were planted in that meeting, were still growing. We said that our priority was to be a place filled with music and children. We now are home to Birdsong daycare. We hosted a Girl Guide program that is so popular, we had to split into two – the Embers (formally Brownies) have 25 girls and meet in the Mill Bay Hall next door, while 27 Girl Guides meet at Sylvan, and both groups have waiting lists. We hosted Camp Spirit for 3 summers, offering faith-based summer day camp for about 25 children each summer.

Our Children’s Christmas choir was so popular that one year we needed to have two concerts and the next we formed two choirs because there wasn’t enough space to hold them all – and requests for a spring choir mean Eve and I will host one next spring. A solid core of teenagers have gathered in our sanctuary on Tuesday’s during their lunch break, to sing together in a choir. Our senior choir is back and singing monthly.

We worked with the Victoria Baroque Youth Orchestra and hosted both a singalong and a candlelit Messiah that packed our sanctuary – and saw people join us for worship just before the practices, people we wouldn’t have reached in other ways. We offered Jazz Vespers for a year that brought in community members and guest musicians for worship and Jazz and poetry and readings, people who wouldn’t necessarily gather to hear the Gospel.

We are bursting with music and children. Just like we hoped. And this from seeds we planted during a global pandemic.

This is just a small glimpse at the ministry that happens at Sylvan – but through the lens of what we decided should be the focus of our time and energy.

We are in the midst of other changes as a congregation – people have moved, beloved members have died, others have joined us at so many stages of faith journey. Some of us feel tired and overwhelmed. But if we can accomplish so much during a global pandemic,

maybe we need to focus our time and energy on planting new seeds in hope and anticipation. What one or two things will we say are our ministry priorities now? What seeds can we plant that will grow in the midst of such a time as this, and surprise us with the energy and fruitfulness? Now is not the time to throw up our hands and say “we can’t”. It’s a time to look at what “we did”, thank God for this, and look to “what now?”

The Bible, the story of our faith is consistent in its narrative of God doing new and surprising things even when, especially when, the people had given up hope because things weren’t working out like they thought. Jeremiah was commanded to buy a field even while an invading army was taking over the land – trusting that he would be back, in a time of peace to plant it. Abram and Sarai packed up everything they owned and moved, not knowing where God would take them, but trusting there was a way. The Hebrews wandered through the wilderness for 40 years. The Easter story is one of God bringing hope and new life even in the darkest and scariest times. Every time things look like the end was near, God did a new thing.

What will we choose as our priorities, the places to focus our time and energy next – and what will God do with that? Let’s plant those seeds and find out.

Rev. Katherine Brittain



Passages 2018

We remember . . .

Frances Marion Clark

May 9, 2018

Ferne Audrey Pearl McLean

September 3, 2018



We celebrate

the baptism of . . .

Rothari Emanuel Kuecks

April 8, 2018

Skyler Snow Wharton

July 29, 2018

the marriage of . . .

Wende Ratsoy and Larry Fenske

July 18, 2018

Co-Chairs of Council Report 2022/2023

Marian, I, and our fellow members of Council wish to thank Tom Baxter for his many years of skillful leadership of Sylvan's Council. We acknowledge the particularly difficult Covid period and the challenges this presented to Council as well as to Rev. Katherine, and the entire congregation.

Marian and I have been sharing the duties of chairing the Council since the spring of 2023 and we feel that this has shown how teamwork works. We feel that we have been accepted by our fellow Sylvanites and this has given us the confidence to function in our leadership position. Co-chairing allows each of us to take vacations and have someone at the meeting to chair, to share concerns and issues, to provide a listening ear and to have someone to discuss suggestions and ideas with. We both thank the Council and the staff as we navigate the busyness of our church.

In response to requests to hold Council meetings on a different evening, we surveyed the Council members and settled on having the meetings the second Monday of each month. If that Monday is a statutory holiday, we are flexible enough to change the meeting to another evening.

Our main concerns this past year have been preparing for Rev. Katherine's sabbatical, facing the myriad of challenges that the dissolution of the partnership with Camp Pringle brought about, and continuing to adjust to sharing our space with the growing daycare.

Encroaching a bit into the news of 2024, a special congregation meeting was held January 7th, supervised by Mr. Rick Roberts for the purpose of re-opening Rev. Katherine's call. This was as a direct result of the dissolution of the partnership with Camp Pringle. The change in call has yet to be ratified.

Additionally, our first three Council meetings of 2024 were supervised by Rev. Nancy Colton from Duncan United Church during Rev. Katherine's sabbatical. We appreciated her wisdom and guidance in Katherine's absence.

We hope that as we move into 2024 that we can look forward to an interesting year with fewer challenges and a greater appreciation for our blessings.

Respectfully Submitted,

Judy Duncan

Marian Davies

Co-Chairs Sylvan Council

Ministry Profile and Search Committee

The Ministry Profile and Search (MPS) Committee met every other week throughout 2017 and into June of 2018, also regularly sending a representative to Church Council meetings to keep Council updated on the search process for Sylvan's new minister and to get feedback from Council. Our first task was to find a temporary supply minister before Rev. Murray Groom, who served Sylvan for 20 years, retired in early January 2018. We were delighted to have Rev. Maggie Enwright with us for seven months.

Throughout 2017 members of the MPS Committee interviewed the conveners of each of the Ministry teams as a part of developing Sylvan's Ministry and Mission Profile for the MPS Report. We also explored the possibilities for a shared ministry partnership between Sylvan United and George Pringle Memorial, the nearby United Church Camp on Shawnigan Lake. A congregational discussion about this potential shared ministry to expand our outreach with youth and in the local community was held over lunch after church in the fall of 2017 and encouraged us to explore further. MPS Committee reps then met with the Board of Camp Pringle to explore the potential for a ministerial partnership. Camp Pringle Board reps attended further meetings with the Committee, with those discussions helping to inform the creation of the Ministry Position Description. Subsequently both Sylvan's Church Council and the Camp Pringle Board supported a proposal to engage in a pilot project in shared ministry and sharing a minister planned to extend over at least two full summer camping seasons. This was incorporated into the MPS Report.

The final Ministry Profile and Search Report was submitted to Church Council on December 31, 2017, approved by Council on January 10, 2018, and then formally approved at a Congregational Meeting on January 21, 2018. The Report was posted on the United Church website by the end of January 2018, opening the application process which was extended to April 6, 2018.

The Committee received ten applications which were assessed against a tool developed by the committee based on the Ministry Position Description and our Ministry and Mission Profile in the MPS report which ensured the same criteria were used to evaluate all candidates. Short-listed candidates were interviewed via the web platform Zoom and in-person interviews took place at Sylvan in May, followed by reference checks and

a recommendation to Council that the MPS Committee's recommendation for the call be put before a congregational meeting.

On June 17, 2018, at a Sylvan United Church congregational meeting the MPS Committee recommended the Reverend Katherine Brittain for the call to serve Sylvan United Church and George Pringle Memorial Camp in a ministry partnership to be shared financially 75% Sylvan United and 25% Camp Pringle and shared, not as two part-time positions, but as a whole. The motion, including all of the terms of the call, passed unanimously. At the end of July we said our fond farewells to Rev. Maggie.

On September 1st, 2018 we were delighted to welcome Reverend Katherine Brittain as she began her ministry with Sylvan United, along with her wife Beth and their two daughters Clare and Rachel. Her covenanting service took place on Sunday, November 4th, which also formally ended our service as Sylvan's MPS Committee. I would like to thank committee members Kathy Twiss, Janis Jones, Maria McDonnell, Marian Davies, Peter Spohn, Charles Beck, Mari Brown, and Sarah Prestwich (representative from Camp Pringle Board as of March 2018) for their dedication and hard work.

MPS Committee - Jane Kilthei, Chair

The logo consists of the letters 'MPS' in a large, green, cursive script font. The letters are thick and have a slight shadow effect, giving them a three-dimensional appearance. The 'M' and 'P' are connected at the top, and the 'S' is also connected to the 'P'.

Finance Team Report 2022-2023

The generosity of Sylvan continues to surprise and delight the finance team. Sylvan continues to manage within its budget. In 2022 and 2023 we had special appeals (Blue Moon and Clothesline) which were critical in meeting our budget.

The past two years have also been when we established our relationship with Birdsong pre-school. Besides addressing some of the goals of our visioning from years ago (making better use of our space during the week, bringing the wider community in, and supporting children) the revenue from Birdsong has been a significant addition to our income.

Last year we made unplanned investments in parts of our physical infrastructure, notably replacing the water connections to the sanctuary. As a result, we were behind budget for most of the year.

The Messiah event was a huge success on many levels, including financially, and allowed us to get back on budget, which had included a small surplus after a couple of years of deficits.

Budget 2024

For 2024 we are not including special appeal in the budget and plan to not need an extraordinary appeal. We are hoping to have several successful fundraisers including Skills and Service auction, Spring Plant sale, Raspberry Tea, Christmas Tea and another successful Music event in December.

Areas of concern include increasing costs for insurance and utilities and lower income from PAR compared to previous years. The budget reflects the difficult decision to change Sylvan's call from a full-time minister to a three quarters position, after the Camp Pringle Board decided it could no longer support a quarter time position. We continue to need to manage our finances closely and Anne-Marie and George are immensely grateful for the work of our bookkeeper Kim Hennecker to carefully manage our cash flow. We have over the past few years borrowed from our reserve funds to pay for operational costs and these unexpected expenses need to be carefully tracked and managed so that we do not exceed our line of credit.

Respectfully submitted,
George Power and Anne-Marie MacLean co-treasurers



Envelope Secretary

During the 2018 year contributions were received from 113 donors.

The breakdown is as follows:

Active Envelope Users	50
Occasional/One-time Donors	28
	—
Total Envelope Users	78
P.A.R.* Givers	35
	—
Grand Total of Envelope and P.A.R. Donors	113

Respectfully submitted,

Gloria Davies
Envelope Secretary

**Pre-authorized*



remittance

Board of Trustees Report

Board of Trustees Report 2022

The main item of business, other than staying on top of the insurance for Sylvan, was for the Board of Trustees to support the decision of the Church Council to enter into a 60-month lease agreement with Birdsong Nature Day School.

In the spring of 2023 Judy Duncan resigned as Chair of the Board of Trustees; Brenda Sober now holds the position of Chair while Judy remains as a trustee. Thank you, Brenda, and to all the Trustees.

The trustees continue to serve in various capacities on the board of the Shawnigan Cemetery Society.

The members of the Board of Trustees are:

Chair – Brenda Sober
Rev. Katherine Brittain
Judy Baxter
Bill Davies
Judy Duncan

Respectfully Submitted,
Judy Duncan

Board of Trustees Report 2023

Many thanks to Judy Duncan for her years of service as Chair of the Sylvan Board of Trustees. Her mentorship has been of great assistance to me as the new Chair, and I especially appreciate Judy's willingness to remain on the Board in addition to taking on new duties as Co-Chair of Sylvan Council.

Sylvan's insurance coverage has been the main focus for Trustees for several months due to a significant error made by our insurance company resulting in large overpayments being taken directly from our bank account. The matter has been resolved, but it has been a long and frustrating process with a serious impact on the Church's budget.

The church mortgage is another major responsibility of the Trustees, and one year remains on the term of our existing mortgage. That renewal will be a project for early 2025.

My thanks to the members of the Board of Trustees listed above, all of whom have stayed on in their roles.

Respectfully submitted,

Brenda Sober
Chair, Board of Trustees



Photo: Janis Jones

Shawnigan Cemetery Society Report 2022/2023

Shawnigan Cemetery has become a Society and Sylvan congregants continue to populate the board. The Cemetery committee is comprised of some of the members of the Board of Trustees, including Rev. Katherine Brittain. Other members are Roy Davies (administrator), Kim Hennecker (treasurer), Jason Whitehead (contractor), and Tom Worth (Malahat Lion's representative, and coordinator of the team).

The team from the Malahat Lion's Club faithfully maintains the Cemetery as part of their community service. This church/community partnership has been ongoing for approximately 20 years. Almost every Wednesday the team diligently attends to whatever is required in order to keep the Cemetery looking park-like. This is a challenge when you consider that the water is supplied by Mother Nature. The cistern is occasionally topped up by the Shawnigan Lake Fire Department and we are grateful for this.

A 10-year plan was undertaken to both enhance and enlarge the Cemetery. A few years ago, 70 loads of fill were brought in and used to level the lower southern corner of the property; large retaining blocks were purchased and installed for stability. This really enhances the visual aspect of the Cemetery as people drive by on Shawnigan Lake Road. Six trees have been planted, and eventually columbaria will be purchased and niche spaces will be made available. This will provide a peaceful area for mourners to reflect and contemplate as well as an alternative choice for burial.

There is a need to add more cremation plots as the current section is filled; more people are choosing cremation than full burial. The former child and youth section will be resurveyed and reconfigured which will add approximately 100 plots there. The additional cremation plots will extend south between this area and the fence.

There were 22 internments in 2022 and 4 internments in 2023; we ask for God's blessings on the departed souls and peace for their families.

An interesting item to note is that when the Cemetery finally came into fruition it needed an address – and remember, at that time (1963) things were different. The address that was used was that of the late Bill and Anna Kennedy - 2971 Shawnigan Lake Road, which is down and across the road from the Black Swan Pub. Somehow everyone knew where the Cemetery was located! In this day and age of Google maps, people were being misdirected; it was past time to try to obtain a proper address. Jason Whitehead was able to convince the CVRD to give the Cemetery its own address – normally addresses are

assigned when building permits are issued, so this was a bureaucratic anomaly. The new address is 1825 Munsie Road, Shawnigan Lake.

I also want to explain the situation at the Mill Bay Cemetery. It is considered closed as no plots are available for sale. If a person already owns a plot there, they can be interred. There are 12 spaces on the list and hopefully people will have the necessary paperwork required to allow a burial to proceed when the time arises. That Cemetery became part of CVRD Parks when they acquired the old Mill Bay church and grounds; CVRD is responsible for the upkeep. Roy Davies oversees the burials on behalf of CVRD as there were too many logistics involved for CVRD to manage the internment aspect. Problems have arisen because people believe they have a plot there but there is no record of purchase. This is a good reason to get your paperwork in order and keep it in a place where your executors can find it.

Respectfully Submitted,

Judy Duncan, Secretary
Shawnigan Cemetery Society



Ministry and Personnel Committee Report

Ministry and Personnel (M&P) is a standing committee with the purpose of acting as a confidential consulting body to the staff and congregation. We conduct annual reviews for all staff members, recommend to Council any adjustments to salaries, work schedules etc. and respond to problems, suggestions, and recommendations from staff and /or members of the congregation.

The committee members included: Hap Shapley (Chair), Melody Marat, Bill Wallace, and Monika Morgan. Regrettably, Melody had to resign in October due to work commitments. Hap resigned due to health reasons. We are most grateful for their expertise and contributions to date. We truly miss their presence. We were most happy to have John Kamphof join our group again in the fall. Our Committee then consisted of John, Bill Wallace and Monika Morgan. We do not have a Chair for this committee; the three of us deal with the issues together as needed. (I am happy to report that recently Blair Howard has agreed to join the committee, and we welcome his assistance in dealing with ongoing issues.)

We warmly welcomed Maggie Enwright as temporary minister from January 8-July 7, 2018. She required little support in adjusting into our fold. It was very difficult to see her leave us.

In September though, we were delighted to welcome our new present minister Katherine Brittain and family to Sylvan. They seem to be settling in nicely. So far we have met once to check in and will meet more often to help develop the 75/25 ministry program between Camp Pringle and Sylvan.

We contracted Trisha Daniell in September as Choir Director and pianist for monthly anthems. It is good to see the choir in action again even if only once monthly. Please show your appreciation to Trisha for joining us.

We had an annual review with Brenda our dedicated secretary. She handled the transition as we have learned to expect from Brenda. Please let her know how much we appreciate all her hard work, especially with the limited hours she is in the office.

Suzie Lesieur our custodian has been with us for five years and regrettably will be leaving Sylvan shortly for a full-time position. We thank her for keeping our place presentable to everyone. Thank you, Suzie. We wish you all the best with your new position.

Kim Hennecker continues to be Sylvan's bookkeeper. Thank you, Kim!

Respectfully submitted,

Monika Morgan
Committee Member

The logo consists of the letters 'M', '&', and 'P' in a bold, red, 3D-style font. The letters are slightly shadowed, giving them a three-dimensional appearance as if they are floating or resting on a surface.

Worship Team Report

The role of the Worship Team at Sylvan United Church is to oversee the order of public worship and to provide an atmosphere in the sanctuary conducive to worship and reflection, for all. This is also a place to consider what new visions we have for worship outside of the regular Sunday service. The team meets once every few months in relationship to the liturgical season to plan upcoming services and plan for any special events.

The team members are Peg Cox, Kathy Twiss, Katherine Britten, Nan Goodship (convener) and recently Pat Monroe has joined the team. Judy Todd stepped back from the team though we are grateful she is still contacting and organizing the servers for communion. Peg Cox continues to act very capably as the communion steward. Jane Shapley stepped down from being the convener of the worship committee and asked Nan Goodship to continue with that role. We are appreciative of Jane's many years of devoted service in this area.

This year has been a year of great change with Murray Groom retiring last January. Maggie Enwright was the interim minister from January until the end of July. She integrated various dramatic elements into the service asking congregants to participate. She also asked a variety of people to sing as a special offering. The congregation was very appreciative of her leadership among us. August was an in-between month and the services were conducted by various members of the congregation.

During the previous months the search committee did its work to find and hire a new minister. Katherine Britten arrived the beginning of September to a 75% ministry here at Sylvan and 25% at Camp Pringle. At this point Katherine and the congregation are working out exactly how this will be lived as a community. This is a new experience for all and so far has had little impact on the worship life of the church. The congregation will be asked to join a worship service at Camp Pringle this coming spring.

Last year we saw the ending of the Music Mosaic in July. This was organized by Melody Murat and we extend our thanks to her for a job very well done. During this past year we have developed a routine of having music leadership with Trisha Daniell for choir one Sunday a month and most other Sundays with Catharina De Beer. Recently the two pianists met with Catherine and they have developed a plan to each do two Sundays a month. This means that we will have consistent leadership between the two of them. We met with Trisha Daniel last June with Hap Shapley representing the M and P

committee. We were hoping to figure out how we could have leadership for the choir more frequently or on an ongoing basis. At the moment though, it was concluded that we don't have the funds to hire a director on a full-time basis. The Worship Committee will be considering special musical events from time to time.

Special events this year under the leadership of either Maggie or Katherine have been:

- The stations of the cross out in the labyrinth area for Passion week. (Much thanks to Kathy Twiss)
- A participatory Easter service
- Blue Christmas service
- Advent Spiral before Christmas
- Messy Church services that include crafts and children in the service
- We are looking forward to having a Lenten study with Katherine and creating Lenten meditations in the labyrinth space for the community to use. We will be placing the stations of the cross in the Labyrinth garden during passion week this year, as we did last year.

Art in the sanctuary is changing more frequently to reflect the liturgical seasons. With Peter Elphick's help in printing and making mats black and white photos were hung during Lent followed by Peter's photos for the month after Easter. Peg Cox arranged for Catherine Fraser's work to be hung in the sanctuary for the winter season. Soon it will change to a Lent theme again. If others have suggestions for appropriate art in the sanctuary, please contact Nan Goodship or Katherine. We are hoping to develop art with children and other congregants in the upcoming year.



Photo: Janis Jones

As we look forward, we look for other opportunities to worship in different ways outside the Sunday service. In particular Katherine wants to develop "Wild Church" which can happen close to the stream and forest beside the church or at Camp Pringle. Nan, with Murray Groom and Catherine (and any others who are interested) would like to develop

a monthly offering at the labyrinth for a contemplative service. We have a variety of ideas that encourage spiritual growth and the invitation of the church to the larger community. Any ideas and suggestions would be welcome as would any members who would like to join us on the Worship Team.

Respectfully submitted,

Nan Goodship
Convenor

Worship

Children's Worship Report

In the past there have been two main elements to Children's Worship, but since welcoming Reverend Katherine to our church home, a third has been added.

The children begin worship with the congregation in the sanctuary, often enthusiastically assisting with the call to worship, by helping to ring the bell. A "Children's Time" is conducted by Katherine just prior to the Scripture Reading. This is interactive, with delightful responses from the children. Children's perspectives are always refreshing and sometimes amazing!

The children then depart to the hall for their more formal learning session. This follows the "Godly Play" curriculum which is structured on the Montessori method of teaching. It includes a scripture based lesson, followed by a "feast", during which the children enjoy a snack and share anything special that is happening in their lives. We end with the children choosing to do a craft or a playtime activity. On Communion Sundays, the children return to the sanctuary for communion.

New this year is the "Inter-generational Sunday", introduced by Katherine. There have been two: November 25th, "Children's Sunday" and January 6th, Epiphany. On Children's Sunday, children and youth took part in readings. A craft table was placed at the front of the sanctuary and all congregants were invited to choose materials with which to craft and contemplate. The choir presented the beautiful and touching anthem, "Prayer of the Children". On Epiphany, the children also remained in the sanctuary for the whole service. Again, a table was placed near the communion table, holding material for all who wished to make "God's eyes".

Also new this year has been the participation of children in serving Communion.

We have ten children formally registered for Children's Worship, and sixteen listed on the attendance sheet, though numbers vary Sunday by Sunday. Our gratitude goes out to all who serve as story tellers: Judy and Tom Baxter, Laura Fritz, Robbie Fritz, Connie Harris, Corrie Kamphof, Delaney Marat and Gillian Wiley.

We would welcome anyone who would like to join our children’s ministry team. We have need of both storytellers and anyone who would like to simply serve as a “calming presence” during Godly Play, so that there is more than one adult on hand.

Respectfully submitted,

Robbie Fritz



Pastoral Care Team Report

Our team members are:

Lois Turner

Joanna Dudley

Barb Munro

Mari Brown

Jeanne Tighe

Katherine Brittain

Our team meets every month at the church hall. We have an ever-changing list of folks that we privately pray for. We follow our congregation members who have had challenges regarding loss, surgical procedures or other health issues, and who have had rough patches in their lives. We offer help through letter and card writing, visits to the home or hospital or other facility, deliveries of flowers, and plain old fashioned phone calls, to just check in. A valued duty is delivery of prayer shawls, to an ailing church friend. These lovely knitted, colourful items are made by our Sylvan member, Bobbi Bradley.

This year we helped host a baby shower for baby Rho, who received a yellow baby blanket, also from Bobbi.

At Christmas time, we deliver small poinsettias to our church members who cannot make Sunday Services.

We appreciate all referrals for someone who may need a little time, a visit, a call, or just a gentle hug. Please contact Reverend Katherine and one of our team will be glad to help.

One word of appreciation from me, to our Pastoral Team mates, who take their precious time and give it in concern and with God's love to others. We also look back to Reverend Maggie Enwright, and her generosity of love for Sylvan's family, as we look ahead to Reverend Katherine's joyful zest for life and work at Sylvan United.

Sincerely submitted,

Joan Keith-Burgwin,
Convenor



Pastoral Care



2024 AGM – Outreach Report for the past two years

This is fun, trying to remember all the events we had and served for, over the past two years!

Please remember, Outreach isn't just a little team, it's the outworking of the Holy Spirit through all our congregants – it's us all.

Our mission - Micah 6:8 NIV -

He has shown you, O mortal, what is good. And what does the LORD require of you? To act justly and to love mercy and to walk humbly with your God.

We're involved in justice to do with climate change, supporting the rights of various people groups who could use a helping hand; we love mercy in terms of helping others and sharing our wealth with happy hearts; and we do it all humbly realizing we are only doing what God asks us to, and whatever we have is because of God's goodness to us.

General areas:

UVIC chaplaincy support – Soup suppers. In October of '23, **Rev. Katherine and the girls** took the food to Rev. Min-Goo Kang at UVIC. So many people in our church contribute – vegetable gardeners, soup-makers, bread providers, vegetable-plate makers, and our faithful cookie-makers.

Our Place support – giving and Angel Gifts. We've done Angel Gifts for many years now. Thanks to all who contribute. Sylvan usually comes up with 15-20 gifts which are delivered downtown to Our Place, then to matched people in need, homeless and camping out in the cold. The gifts bring a lot of joy and warmth to the recipients. This past year gifts were given to about 700 homeless people in Victoria.

Smitten Tree – headed up by Joan Keith-Burgwin, this started as a family tradition of her family, and continues annually. Thanks for the amazing outpouring of knitted treasures, socks, etc. These are delivered to Cowichan Mill Bay Shawnigan (CMS) food bank by Joan and become part of the next year's hampers.

"Pop Bottle Fund" – officially the Community Outreach Fund- Bill and Robbie Fritz initiated this project and take care of the logistics. We have a non-stop bottle/can drive, containers are to the left of the shed. Out of this fund we send money to:

El Hogar – the school and housing project in Honduras. Our student that we supported graduated from university, now we are supporting the project in general. Here is a note from El Hogar: "The transformative power of education is truly evident in the lives of the students we serve. On behalf of the students, staff and families of El Hogar, I want to extend my sincere gratitude to our supporters for their belief in the potential of every child. Together, we are making a lasting impact and shaping a brighter future for these young minds – and for Honduras."

– Denise Vargas, Executive Director in Honduras

Warmland House – we gave cheques both years,

Nourish Cowichan – “ “

Cowichan, Mill Bay, Shawnigan (CMS) Food Bank – regular giving through congregational funds, plus top-ups from the pop bottle fund, plus food hamper donations and regular deliveries – thanks to all who participate.

Women Against Violence against women – we gave cheques both years,

Coldest Night of the Year- a fundraiser held in February – team Sylvan is headed by Teri Young. 2023 was our first year. The fundraising is for Canadian Mental Health Association, Cowichan Valley Branch to provide a youth shelter. Many Sylvanites walked in Duncan and had their support groups of friends and family contributing to the cause. We also supported our team with a gift of money from our Community Service fund. Thanks to all participants.

Food for Thought - Movie and Potluck dinner nights – we were still on Covid pause in 2022 but resumed in '23. We shared a meal, then showed a movie about a somewhat controversial topic, and had interesting discussions afterwards. This year we were rewarded with community volunteers coming forward to help out with local projects after hearing the presentations at FFT night.

- '23 – November – We showed the Gabor Mate documentary film “The Wisdom of Trauma” which explains trauma as the root of addictions. Jennifer Caldwell from Our Place also presented in person.
- December – We hosted a “mini-symposium” on homelessness, addictions and what we are doing in Duncan, with 6 presenters and a good audience. We gave donations to each of the groups from funds received at the door.
- October – “This Changes Everything” by Naomi Klein, a film on the Climate emergency.
- June – “Small Town Pride” about how LGBTQ+ young people in Winkler, Manitoba participated in a pride parade.
- May – John Restakis and Tom Shandel presented their films “Civilizing the Economy” on co-ops as an alternative to corporations.

Sylvan Scholarships – We supported four students over the past two years, as we have for many years previously. We gave cheques of \$500 each to two young people in practical applied studies, and two in music and the arts. Thanks to our faithful supporters.

We supported National Truth and Reconciliation Day, with Orange Shirt day, an annual walk around Duncan followed by speakers. People from Sylvan participated both years.

Camp Spirit – something we all participated in, not under the “Outreach” umbrella, but it certainly is outreach to the community. We participated in 2022 and 2023, with a fine team of Sylvanites providing food preparation, helping out with crafts, with Reverend Katherine as our on-site supervisor. Each year we had about 15-20 campers, and about six young people leading them. Thanks to all involved.

Affirm United – Sylvan is an affirming church and part of the network of United Church of Canada churches supporting LGBTQ+ people. There is an annual fee of \$100 which comes out of Outreach funds. Jane Kiltzei is our main contact with that group. Over the past two years we have supported the Duncan gay pride parade, provided a rainbow bench at the entrance of the church to let our position be known in the community, and once a year the Food for Thought program is devoted to this concern.

Other outreaches - Some of us from Sylvan provide food and serve at the third Monday of the month dinners for the homeless at Duncan United. Contact Monika Morgan if you feel led to help.

Submitted by Connie Harris
Chair of the Outreach committee
February 2024

Sylvan United's Journey to Becoming an Affirming Church

After a year of gatherings for education and discernment led by Rev. Murray and with the lay leadership of Peg Cox, on November 20th 2005, Sylvan United voted as a congregation to become an Affirming Church. The motion passed at that Congregational Meeting was "To extend our welcome to all people of diversity including that of race, colour, religion, culture, sexual orientation and physical and mental ability, and to bless same-sex marriages in the same manner and under the same policies that apply to opposite sex marriages".

It was a well-attended Congregational Meeting and members came away from that meeting believing that we were, as of that moment, an "Affirming Congregation". Nan Goodship painted a rainbow that was put on our welcome sign down by the road. We developed a six-point "plan of action". The United Church rainbow crest to indicate our identity as an Affirming Church, along with a mission statement of welcome reflective of the November 20th motion, were posted on our website. In 2006 we held a workshop on inclusive marriage and met with two PFLAG (Parents and Friends of Lesbians and Gays) members linked to the group in Victoria, and contacted Frances Kelsey High School about ways to be support of their Gay-Straight Alliance. On October 19, 2008, Jane and Hap Shapley's daughter and daughter-in-law were married in the Sanctuary at Sylvan, having their same-sex union blessed by God, with Murray and Jane co-presiding.

Most of us in the congregation were unaware that there were other steps we needed to take to become fully and officially an Affirming Church, including becoming a member of Affirm United, with a yearly membership of \$100, and holding a public celebration marking the event.

It appears that there was some reticence on the part of the Church Council of the day to pay the \$100 annual fee to Affirm United, and that this was a budgetary concern rather than any question of our commitment to be Affirming. Correspondence ensued between Council and Affirm United between 2006 and 2007. Why this was never resolved or brought to a Congregational Meeting is lost to history. So, how do we move forward and make it official, and fully embrace our welcome of those in the LGBTQ2 community?

Both the 2017-18 Church Council and our congregation at a two Congregational Meetings related to the search process endorsed our "Ministry Profile and Search Report" that declared to the world that we were looking for a minister to lead our

Affirming Congregation. And when a group of us car-pooled down to Oak Bay United in June 2018 for their Spirit Pride event we were further inspired about what fully engaging as an Affirming Church can look like.

Since, for many of us, this initiative may have been in the background for a while, opening up a space for discussion about what's next in terms of our Affirming journey seems like a good idea – a place to bring your curiosity, questions and ideas. Meanwhile the conversation in the wider world has expanded considerably since 2005 in recognizing gender fluidity. As reflected in recent correspondence with Affirm United, they now suggest congregations use language such as "..people of all sexual orientations and gender identities are welcome into full participation in the life and work of the church" to fully encompass the world we live in.

The film "Milk", a biographical film based on the life of gay rights activist and politician Harvey Milk, the first openly gay person to be elected to public office in California and the third in the US, will be shown at May's "Food for Thought" film night and hopefully stimulate a discussion about what it means to support LGBTQ2 and gender fluid persons as an Affirming Church. We hope to have our official Affirming Church celebration in June.

Respectfully submitted,

Jane Kilthei



Sylvan Choir Report

The choir has had another enjoyable year. We hope our efforts have produced the same result for you!

We lead the music at the 10:00 service every week, and pianists are usually either Catharina De Beer or Trisha Daniell, although we are fortunate to have a list of others willing to pinch-hit, including Naomi Barclay. On the first Sunday of the month, when we have communion, we present an anthem. To prepare this we meet the Thursday evening before the service, the Thursday evening two weeks before that, and then come early for a 9:15 run-through prior to the service.

Our core group includes basses Tom Baxter, Bill Fritz and Derek Coughlin; tenors Hap Shapley, Jane Shapley, Larry Fenske and Judi Todd; altos Brenda Sober, Monika Morgan Judy Duncan and Joy Beck; and sopranos Miriam Coughlin, Anita Elphick, Maria MacDonnell, Joan Burgwin, Joan Thomson, Kathy Twiss and Mari Brown. We would welcome new members at any time - please get in touch if you would like to give it a 'trial run'!

Our ideas for improvements? We'd like to move to having the choir take communion first so we can offer a reflective piece followed by a hymn for everyone as we move through communion. We are trying different seating configurations to make sure all the singers can see and hear everything that's going on; and we've tried different placements of the piano to allow me to be visible to singers while I accompany. We always appreciate your feedback, and the choir and I all love to hear when you've enjoyed our offering!

Respectfully submitted,

Trisha Daniell,
Director



Birdsong Report 2022/23

Marian Davies, Judy Duncan and George Power continue to be the liaisons between Birdsong Nature School and Sylvan UC.

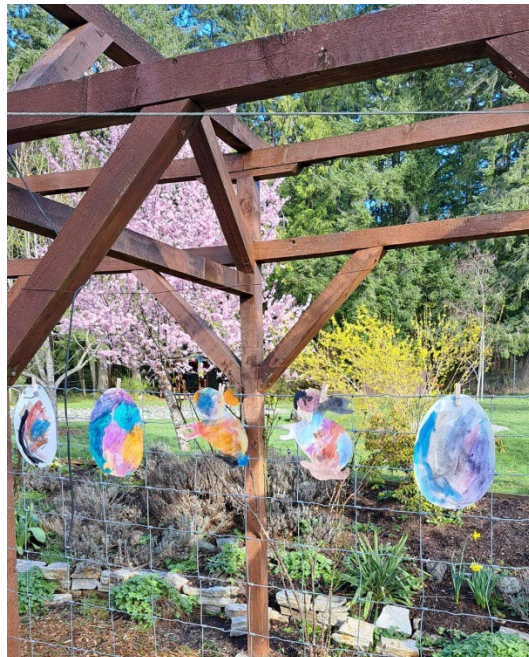
In 2022 George prepared a new lease and a 5-year lease was entered into. There is an annual cost of living adjustment built into the lease; the rental payments reflect this. We meet annually in January to ensure that any issues can be dealt. Of course, if there is an urgent problem, we arrange to meet and develop solutions in a timely manner.

It has been an adjustment for Sylvan and particularly for Rev. Katherine, as we navigate sharing the social hall space and having more activity around than we were all used to. There is an assigned play area which adjoins the garden area for outside activities. The wonderful bonus is being able to see the children, enjoy their happy sounds and marvel at the patience of the teachers as they encourage the children to explore and learn.

Birdsong is open five days per week. There are 20 children ages 2.5 to 5 years who attend and several teachers who support Shari in developing her vision of providing what I call, wholesome engagement with learning.

Respectfully Submitted,

Marian Davies
Judy Duncan
George Power



Hospitality Team Report 2023

As my involvement didn't start until Marian Davies retired from this position, my report will only cover the latter half of 2023.

HIGHLIGHTS

It is with great joy that Sylvan became involved with the students of Kelsey's choir. The choir meets over the lunch hour on Tuesdays and is sponsored by Eve Daniell and Reverend Kathrine for Sylvan United Church and Anna, one of the Kelsey's teachers.

On average a dozen students or so learn to sing in harmony and were ready to sing in public at the Remembrance Day service at school and joined the community junior choir at their Christmas concert. Eve has a knack to get the best out of these students. And I'm sure that the snacks they are treated to keep them coming back as well.

They are not the only choir; Eve also invited the elementary school aged community children to join a choir and we were treated to their very lively performance at a Spring session and again at a Christmas concert.

In the month of August, we hosted youngsters at our Camp Spirit day camp. The Hospitality team prepared snacks and lunches for a hungry group of children and their camp leaders. Attention was given to ensure that food allergies were taken into consideration while preparing food. It was suggested that another person take the Food Safe course as well.

Members of the congregation have been forthcoming to fill in their turns on the coffee, flowers, greeting, and reading schedules. Thank you, Beth, for reminding us of our turns. The greeters welcome returning and new members/visitors alike, while the Outreach committee makes sure to follow up with them.

Members of the Hospitality team were also involved in providing lunches for the UVic students at the Interfaith Chapel, the Youth Baroque Orchestra, and snacks for the choir members after their performances.

Donations were received to cover some of the expenses, while those for the Camp Spirit meals were covered by the Pacific Mountain Region UC of Canada.

I would like to thank Marian and Bill Davies for their involvement with pancake breakfasts, roast beef dinners, and at one time, for the men's get-togethers. With demands for tea or coffee at special personal events, the Hospitality team may be called on to host these in the future.

Respectfully submitted,
Judy van der Boom, Hospitality team.



Hand in Hand Thrift Shop Report

Hand in Hand Thrift Shop is our joint venture with St. John's Anglican Church in Cobble Hill. It has now been in operation for over 4 years (since Valentine's Day 2015).

This little shop has made over \$50,000.00 which has been split with St. John's!! This would never have been possible without the efforts of so many.

We thank all those who have generously donated quality items that dress up the shop walls and hangers. We sell clothing, accessories, books, paintings, ornaments and even dishes. Keep them coming! We pride ourselves in displaying them tastefully. We thank Michael St. Clair who works his magic almost weekly at staging the best displays!

We thank the volunteers who help sort on Thursdays and update the clothing racks and those who serve customers on Fridays and the last Saturday of each month!

We also gratefully thank Derek Coughlin and David Morgan for their skills in designing and building new display racks!!

This year we started opening the last Saturday of each month along with our regular hours on Fridays...always 10am to 2pm!!

We welcome volunteers Thursdays and Fridays so if you haven't experienced shopping or volunteering, we look forward to seeing you there soon-men included!

Respectfully submitted,

Marian Davies and Monika Morgan
Sylvan Reps



Women Together Report

Women Together is a group of Sylvan United Church who meet monthly for an organizational meeting, mutual support, and a social time.

We wrapped up a successful year of “fun raising” with our annual Spring Fling in May, a Raspberry Tea/Quilt Show in July and a Christmas Tea Event in December. Thanks to all who made these fundraising events possible.

Our team relaxed and had fun at a Christmas pot luck tea, hosted by Kathy Twiss at their beautiful log home. Thank you Kathy! Throughout the year we attended several movies together.

We welcome new members to our group meeting, in the church hall, on the first Wednesday of every month at 12 noon. Please bring your lunch, we provide tea and coffee.

Respectfully submitted,

Melissa Howard
Women Together



FINANCIAL STATEMENT

Cash balance forwarded	\$ 159.15
Givings	<u>174.20</u>
Sub total	343.35
Reimbursements	<u>241.00</u>
Total cash on hand	\$ 102.35

In care of General Funds:

Balance forwarded	\$ 1,290.44
Reimbursed	<u>169.47</u>
Sub total	1,120.97
Donated to General Funds	<u>172.00</u>
Balance per January 2018	948.97
Proceeds of Christmas tea	<u>1,705.95</u>
Balance per January 2019	\$ 2,654.92

NB

The proceeds of the Christmas Tea of 2017 have not been added to the WT account. Therefore, the balance forwarded in care of the General Funds is \$948.97.

Respectfully submitted,

Judy van der Boom,
For Women Together



Property and Environment Team Report

Our team for the past year has been Peter Elphick, Mike Rybchuk and Reg Hall. For the past several months, Janis Jones has looked after mowing the lawns. Her contribution has been very much appreciated, and the property has been looking well cared for. We did manage in the last month to secure Bary Beck who will head the team in the new year.

Our main objectives for the past year were:

- 1) Our church sign at our entrance was updated.
- 2) Our storage shed was cleaned and shelving installed.
- 3) The most definitely needed roof replacement was completed with the help of generous donations from our congregation and the surplus applied to our office renovation.
- 4) Our two offices were reconfigured resulting in more efficient and comfortable working space.
- 5) A ventilation system for the downstairs section of the meeting hall was approved with funding. Completion early this coming year.
- 6) The Property and Environment Team this past year were pleased with their accomplishments and help from the congregation.

Respectfully submitted,

Reg Hall,
Convenor



Photo: Janis Jones

Communications Report

Team Members for 2018 - Derek Coughlin, Robbie Fritz and Janis Jones

We support all other teams by publicising their activities locally and in available media. We work closely with the Office Administrator to disseminate information to members and beyond.

We publish ***Celebrating-A-Round***, a quarterly review of the life, work and people of Sylvan United Church. Robbie is Editor-in-Chief. We publish in printed hard copy and also online on the website and Facebook. For each edition we announce a unifying theme to members and invite submissions. Themes for the year were Fairness, Friendship, Forgiveness and Freedom all of which drew in a wide and varied range of articles, poetry, photographs and puzzles from members. Content varies from serious comment and personal experiences or viewpoint to satire and cartoon humour. We spotlight individuals in each issue and there is a Shout Out page. Past issues are archived in print and there is a blog archive on the website dating back to 2016 when we first published online. The archive of past issues provides a valuable and rich record of the faithful work and people of Sylvan United Church over the years. We do not advertise in the review and make no charge for print copies. Donations are appreciated, of course.

Janis posts on Sylvan's Facebook on behalf of us all— a big responsibility which is now shared with Katherine whose insightful posts have resulted in an increase in those who read and follow the page . Derek and Janis manage the church website www.sylvanunited.ca. The success of both is measured by the increasing numbers of visits and followers over the past year. At Christmas the website had 700 "hits". Monthly visits are typically 350 to 400. We have updated the site with the arrival of our new minister. We plan to review and possibly update the design layout over the coming year.

Derek updates the notice board at the church entrance and manages media systems installed in the sanctuary and the church hall.

Respectfully submitted

Derek Coughlin
Team Leader - Communications

Bay-Lake-Hill Men's Christian Fellowship Report

This fellowship gathering continues to thrive after 40 years. All men from churches in Mill Bay, Shawnigan Lake and Cobble Hill are invited to meet at Sylvan United Church hall on the third Wednesday of each month for dinner, fellowship, singalong and entertainment, usually a guest speaker. Typical attendance at each meeting is 25 to 30.

Over the past year there has been a wide variety of presentations on such subjects as the Development of Shawnigan Lake Museum, Earthquake Emergency Preparedness, Don Quixote, the Origins of British Columbia Place Names, the Experiences of a Canadian Sapper during World War I and ONC Earthquake Early Warning for BC. The October meeting is worthy of special mention. A group of young people, all in their teens, presented a demonstration debate on Proportional Representation vs First Past the Post ahead of the BC Referendum. All speakers offer their services free of charge. Some presenters were from the University of Victoria Speakers Bureau.

Twice a year, for the Summer party and the Christmas dinner, partners are invited. These are always very special occasions and raise good funds. The group has donated food in kind to the food bank and made donations amounting to \$600.

We acknowledge with gratitude the fine meals presented by our volunteers from Sylvan. Over the past year these volunteers have raised over \$2,500 for Sylvan United funds.

Respectfully submitted

Derek Coughlin, retiring Chair



Nominating Report

The Nominating Team would like to extend a warm welcome to Reverend Katherine Brittain. We are looking forward to meeting in the year ahead to discuss her vision for the spirit and direction of the Nominating Team.

A huge thanks to the Ministry Profile and Search Team for the many hours of deliberation and for your dedication to ensuring a smooth and orderly transition for Reverend Murray Groom to a well-deserved retirement.

A heartfelt thanks must be extended to all those who have served over the last year. It has taken many willing minds and hands to support our transition to our new Reverend while maintaining programs and the grounds and buildings.

The Nominating Team wishes to thank those who are continuing in their roles and welcomes all those who are taking on new positions. We would also like to thank those who have been approached to assume positions, but after careful consideration, have found it necessary to decline. Should you feel called to continue to serve in a different role, please don't hesitate to contact any Nominating Team member. We would love to hear from all those who would like to serve, finding a place that works with your strengths and time commitments.

And last, but not least, we would like to thank all those who have served on the Nominating Team over the years for their thoughtful, kind and wise counsel.

Respectfully submitted,

Lois Turner
Nominating Team Convenor





George Pringle Memorial Camp – 2018 Annual Report to Churches

A. Mission Statement: We provide opportunities for campers of all ages to experience God’s love in a close relationship with other people and the natural environment. – Last reviewed February 2014

B. 2018 Financial statements: These statements will be reviewed by CPCM&Co. For this report, only our statement of operations are included, please see below

	Actual Dec 31, 2018	Budget 2018 year
Camps	211,030.01	184,875.98
Out of School Care	76,293.47	98,797.97
Rentals	322,011.49	354,904.99
Retail	4,999.74	12,000.00
Total Operating	<u>614,334.71</u>	<u>650,578.94</u>
BC Conference & Other Grants	132,046.10	100,000.00
Bequests		
Donations	17,463.74	8,499.98
Fundraising	13,405.00	9,985.00
Total Non Operating	<u>162,914.84</u>	<u>118,484.98</u>
Total Revenue	<u>777,249.55</u>	<u>769,063.92</u>
Salaries-continuing staff	331,291.65	330,047.89
Salaries-seasonal staff	121,004.08	97,000.00
Repairs & Maintenance	44,621.68	48,230.00
Fuel & Utilities	65,298.20	66,072.96
Insurance	14,650.10	16,920.00
Advertising & Promotion	11,035.50	12,499.98
Operating Supplies	30,865.62	19,749.99
Food	92,883.82	84,000.00
Administration and other	70,272.23	65,083.96
Total Expenses	<u>781,922.88</u>	<u>739,604.78</u>
Net Profit (Loss)	<u>-4,673.33</u>	<u>29,459.14</u>

There will be some minor adjustments to these figures once reviewed by our Accounting review company.

C. Board

Chair: Dave Nicolson

Executive Director: Kezia Cowtan

Board meetings: January 25, February 25, May 2, June 21, September 20 and December 5

Meeting Time: 1:00pm at varying locations

of meetings held: 6 meetings with an average attendance of 4

Membership: 5 board members representing 4 of the 43 Island churches

Highlights/Achievements of the Year:

Program: In 2018, Camp Pringle had a successful year with the Director, Kezia Cowtan in her fourth year. Several new permanent staff were hired, including; the new Caretaker, Dan Orr, the new Chef, Clayton Leavitt and the new shared Sylvan Minister, Katherine Brittain. We ended the year with increased childcare and camp registration. The new childcare business initiatives developed in 2017 created increased revenues in 2018. However, the increased cost of program staff wages and financial management were higher than forecasted. The continued support of Conference helped our bottom line as we started the year with a small surplus of \$5,829. We ended the year with a small deficit due to increased summer staff and food costs. Laura Butler bequest Camp Pringle \$1,700,000 in this past year that will be received in early 2019. The principal from Laura's generous donation will be invested with BC Conference's investment funds and the annual interest off the principal will be designated to the on-going maintenance and bursary funds. Conference provided the \$100,000 annual operating grant, a one time financial management grant of \$15,000 and \$16,000 in camper bursaries for a designated camp for young people with disabilities.

Our camper numbers were approximately the same in 2018, with 531 participants in 6 weeks of our summer programs. We had offered 8 weeks in 2017. 37% were new campers – 194 of the registrations reported being new to Camp Pringle. We offered three weeks of teen CREW and Leader-in-Training programs, a week of Ultimate Adventure, 6 weeks Co-Ed sleepover sessions and Day Camp and a weekend session for young adults with disabilities.

Again the 53% majority of our summer campers came from Greater Victoria. The Cowichan Valley represented 34% of the summer registrations. The mid and north island represented 8% and 4% came from the Lower Mainland. Although only 1% of

registrations marked that they were from out of province or out country, we had several groups of Chinese children come to camp through local organizing agencies.

19% of our campers reported being associated with a church. 7% or 37 (almost half from 2018) of these campers were from the United Church.

This summer 2 of the 18 Victoria Presbytery Churches provided bursaries for 2 campers and 1 of the 25 Comox-Nanaimo Presbytery Churches funded 2 campers to attend. Camp Pringle awarded \$5,000 in camper bursaries to 28 campers this past summer. BC Conference provided \$16,000 in camper bursaries to 42 campers with disabilities to attend a designated weekend at camp.

In 2018, we continued and expanded to offer licensed childcare for surrounding school-aged children to participate in before and after school care. We worked in partnership with the School District Transportation Department to offer free bus transportation for Discovery Elementary, Ecole Cobble Hill, George Bonner and Mill Bay Nature School students. We also expanded to offer preschool aged children daycare services. We had 35 families registered in our childcare programs. Our staff grew with new and wonderful childcare professionals diversifying our team over 2018.

In 2018 we developed a partnership initiative with Sylvan United Church to hire a shared minister role to build the camp's mission based work. Katherine Brittain joined our team in September from Toronto bringing her young family to the Cowichan Valley. Katherine's two young daughters both participate in our childcare programming and her wife Beth will have an opportunity to be more involved in the camp in their first summer at Camp Pringle in 2019. We look forward to Katherine building our mission based work outside of our summer faith based camps.

Marketing efforts included: a 15% early bird discount for summer camp, continued social media presence and 7 months of brochure distribution at Recreation Centres and Thrifty Foods by Island Parent. From February to August, we continued to run full page advertisements in the Cowichan Valley Voice. We advertised our childcare programs in the local Shawnigan Focus monthly. And we distributed a fall and spring newsletter which was sent in digital and paper form.

We hosted an Open House to showcase the camp and had over 400 people in attendance, 4 times as many guests as in 2017.

We increased the number of staff's ability to use our on-line Camp Brain registration system bettering our response time to parents with questions about registration.

Property: The camp was well rented in 2018 with many groups returning as they find our pricing reasonable. We hosted 2 weeks of a designated children's cancer camp in partnership with the BC Cancer Society in the last two weeks of the summer. We continued to keep the weddings in the shoulder season and maintained further screening and regulations. This translated into overall rental revenues coming in at approximately \$322,011 in 2018. We had forecasted for \$354,905 therefore falling short of our target goal due to the result of reduced revenue from the BC Cancer Camp and a cancellation.

Our new Residential Caretaker, Dan Orr was hired in April and he and his young family moved into Pendray. Dan was trained and certificated in his Occupational First Aid Level 3 and is working towards the completion of his small water operator license certification. Dan's friendly attitude was well received by all staff, campers and guests. Dan's wife, Tilottoma, LPN, volunteered to support the medical requirements of the designated camp session for young adults with disabilities this past summer. And their older daughter, Abha joined our after school care program when she started kindergarten in September. Their two year old son, Athelstane warms our hearts while he carries a ring of keys around camp, just like Daddy ready to fix something that is broken. We look forward to having them at Camp Pringle for many years to come.

Budget: As you can see in the table above, Camp's expenditures were approximately \$42,320 more than projected due to increased program staffing costs and higher financial management expenditures. We received an additional one time financial management grant of \$15,000 in addition to our annual operations grant of \$100,000 from Conference. And \$17,000 in owed capital expenses to the operating fund from 2017. We maintained higher than expected registration and slightly lower rental revenues, ending the year in a small deficit.

Objectives for 2019:

- To continue to grow our society membership, our mission based work and to expand our business & donor practices.
- To continue to grow our camper numbers.
- To build an appropriate water systems building and additional facilities for the childcare program.
- To ensure the highest level of financial management ensuring a balanced budget and the creation of a maintenance and bursary fund.

We would like to thank all the churches, Victoria Presbytery, Comox-Nanaimo Presbytery and BC Conference for their continued support. You are our cornerstone.





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