

Amberlea Presbyterian Church
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Annual Report 2019

2018 ACTUAL RESULTS
2019 BUDGET

AMBERLEA ANNUAL REPORT 2019

CONTENTS

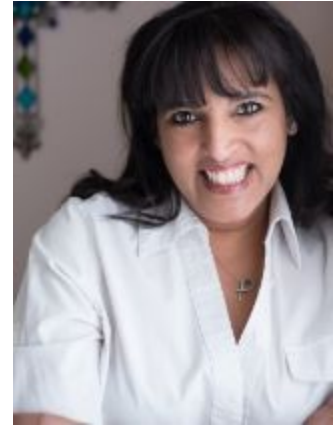
Pastor's Message	3
Session Message	4
How our Vision for 2019 Applies to "Ministry" Focus Areas	6
EXCELLENCE IN WORSHIP	8
FAMILY MINISTRY	10
DISCIPLESHIP	11
WELCOME	12
COMMUNITY	12
PROPERTY REPORT	13
2018 Actual Revenues	14
Annual General Meeting: Notice of Motions	15
Motion: Accept the minutes of the 2018 Annual General MEeting	15
Nomination of Amberlea Auditor for 2019	15
Nomination of Amberlea Treasurer for 2019	15
Nomination of Amberlea Trustees for 2019	15
Nomination of Amberlea Envelope Secretary for 2019	15
Motion: Accept the 2019 Budget	15
Appendices:	
Amberlea 2018 Financial Statements	
Minutes of the 2018 Annual General Meeting	16

Pastor's Message

I know it sounds like a cliché but where does the time go? We are now in 2019, reflecting on yet another amazing year in the Amberlea community.

2018 was rich in ministry.

Amberlea is a busy place all year long with: Life Groups, Easter celebrations, VBC, Breakfast Club, Messy Church, Angel Breakfast, Youth Nights, Youth Retreats and Hot Topics, ARISE, Freezer Club, Operation Christmas Child campaign, Sock drive, and our World Vision partnership. We even had the likes of award-winning recording artist Ali Matthews here and Tony Campolo preached! *(I do shake my head every now again when I think that I shared a pulpit with world-renowned Tony Campolo!)*



As the people of God that make up Amberlea Church, we have accomplished much to serve the people of this congregation, our neighbourhood, our city, and the world. WELL DONE.

The Amberlea Leadership team had our annual Day Apart in the fall. We gathered to pray, to vision, and to discover who and what God is calling us to be in this community, with our vision statement in hand:

Loving God, Sharing Hope, Growing Together in Christ

It may not surprise you that as the leaders prayed about who we believe we are and what we value the most, the following priority themes emerged:

- ***Deepening our faith,***
- ***Serving the community and world, and***
- ***Bringing others to know Jesus.***

I am so proud that we are a congregation that welcomes all to the table. With the light of Christ to guide us, we desire to deepen our understanding of what it means to be followers of Jesus.

As you read the reports of each of the ministries, I hope that you will take a moment to pray for the leaders, the ministry team and the ministry work that is

AMBERLEA ANNUAL REPORT 2019

being done. Take a moment to thank God for what God has done and what God will do at Amberlea. Also, as you read through their reports, pray for clarity as to where you are being called to use your gifts. We together are the body of Christ and the part you play (or will play) is more important than you can possibly imagine.

As we enter into 2019 it is my deepest desire that we would be a church that makes, matures, and multiplies disciples of Jesus Christ.

Abundant blessings!

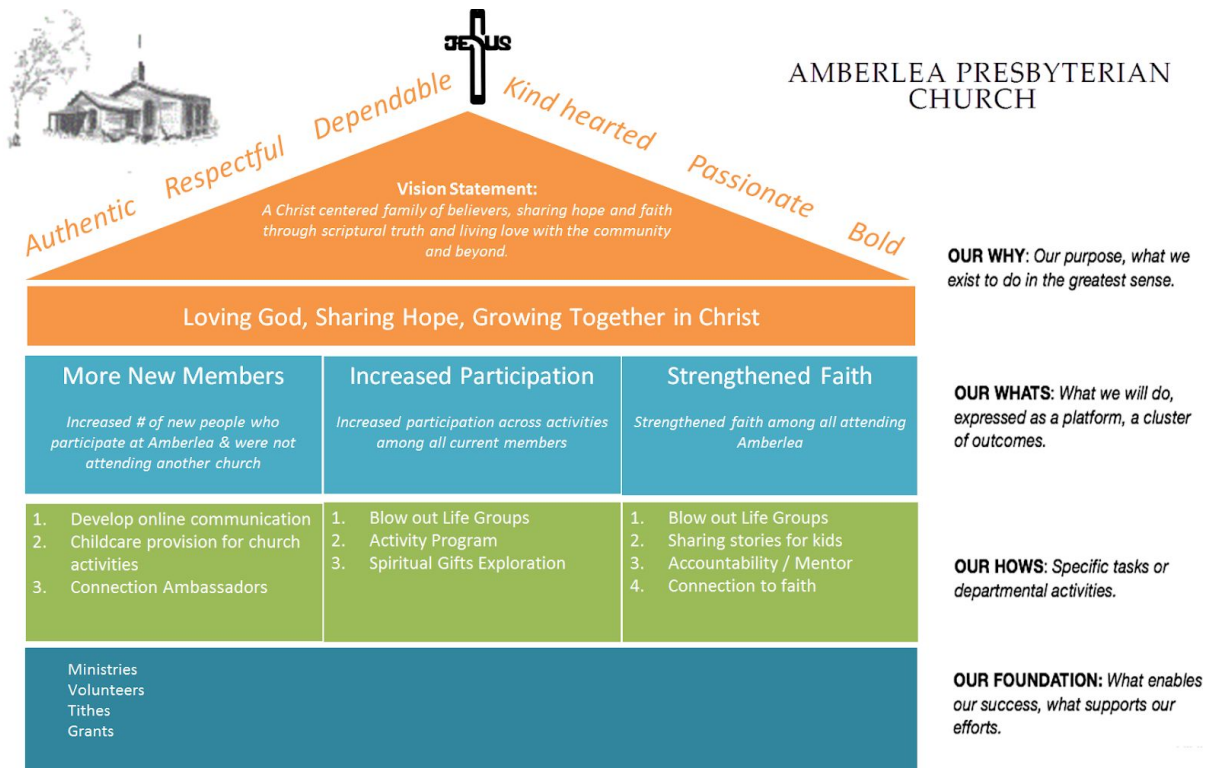
Rev. Dr. Mona Scrivens

Session Message

Our Session at Amberlea consists of 11 elders who, in conjunction with Rev. Dr. Mona Scrivens and the staff at Amberlea, oversee the church ministries and budgets.

In 2019, an offsite workshop was held with Session to outline the key areas and activities to focus on to achieve our vision of “Loving God, Sharing Hope, Growing Together in Christ”.

The following graphic demonstrates what we came up with and where we want to focus as a church:



Our budget at Amberlea is written in a narrative format where each expense line-item matches to the ministries it supports. This enables the church to explain in words what each dollar accomplishes, in addition to providing a line-item budget. The goal is to be more accountable for meeting our vision.

In the sections below we do the following:

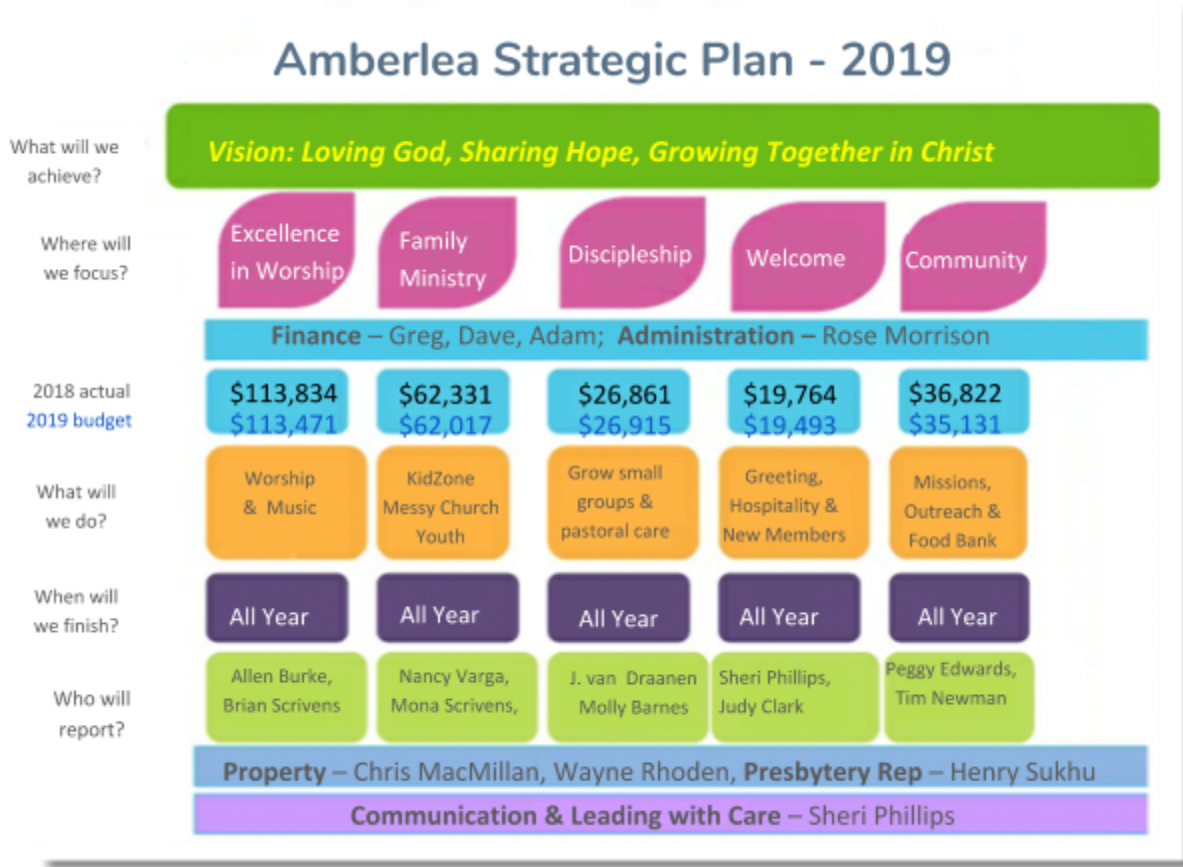
- Break down Amberlea’s vision into five ministry “focus areas”,
- Explain how we broke down each line-item budget by focus area,
- Explain in narrative form how the 2019 budget and 2018 actuals support each focus area,
- Present the line-item budget broken down by ministry focus area.

As shown in the diagram below, our implementation of our vision will focus on the following five areas:

1. Excellence in worship,
2. Family ministry,
3. Discipleship,
4. Welcome,
5. Community

AMBERLEA ANNUAL REPORT 2019

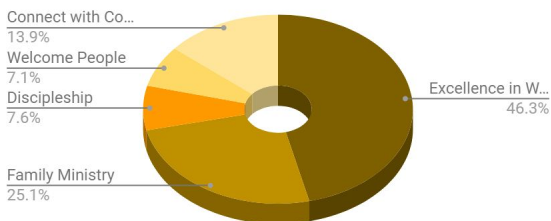
How our Vision for 2019 Applies to “Ministry” Focus Areas



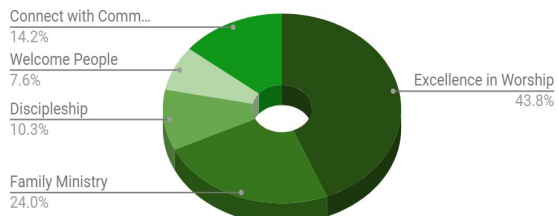
Summary of Budget and Actual

The pie charts below, summarize our 2019 budget, and 2018 actual expenditures, by focus area.

2019 Budget



2018 Actuals



AMBERLEA ANNUAL REPORT 2019

“Allocation” to Focus Area...

- For our pastor’s time, we used Mona’s appointment calendar to estimate her time for each area.
- For our office administrator, we estimated how each of her tasks supports each focus area.
- For Family Ministry, and Worship time, we applied 80% of the effort to the focus area with the same name, and made our best estimate as to how the other 20% applies to other focus areas.
- For the church “building usage”, we estimated the floor space each focus area uses on a regular basis.
- “Miscellaneous”, as an “allocation base”, indicates items that should not change the percentages in the chart.

Allocation Base	Excellence in Worship	Family Ministry	Discipleship	Welcome People	Connect with Community	Total	
admin time	45%	25%	10%	15%	5%	100%	= estimate of admin's time by focus area
family ministry dollars	20%	60%	0%	10%	10%	100%	= estimate of family ministry dollars by focus area
hospitality dollars	10%	40%	20%	20%	10%	100%	= estimate of hospitality dollars by focus area
mission dollars	0%	0%	20%	0%	80%	100%	= estimate of mission dollars by focus area
building usage	40%	14%	3%	5%	39%	100%	= estimate of building usage hours by focus area
small group dollars	0%	10%	70%	10%	10%	100%	= estimate of small group dollars by focus area
pastoral care	0%	0%	50%	10%	40%	100%	= estimate of worship dollars by focus area
worship time	80%	0%	0%	10%	10%	100%	= estimate of worship dollars by focus area
family ministry dollars	49%	23%	9%	6%	13%	100%	= average of the above
pastor time	65%	10%	15%	5%	5%	100%	= estimate of pastor's time by focus area
miscellaneous	31%	18%	20%	9%	22%	100%	= average of the other allocations

We apply the allocation percentages shown above to both the 2018 actuals and the 2019 budget.

AMBERLEA ANNUAL REPORT 2019

EXCELLENCE IN WORSHIP

2018: \$113,834 ~ 50% of total actual 2018 expenses
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2019: \$113,471 ~ 44% of the 2019 budget

At the heart of Amberlea Church is our worship together Sunday by Sunday. We have a well-trained team that runs the sound and A/V support for each service. Our goal is to be invisible since the focus of all services is on the word of God.

This area of ministry includes:

- Sunday Worship including scripture reading, prayer, KidZone moment, Ministry moment, Praise Songs, Pastor's Message and Sharing the Sacrament of Holy Communion & Baptism
- Praise Band and lay worship leaders
- Audio-Visual Leadership
- Special Services including Weddings, Funerals, Maundy Thursday, Good Friday, Christmas Eve

The worship life of the Congregation, led by one of two praise bands, combines contemporary and traditional elements to create a purposeful, meaningful worship experience that will draw us closer to Christ. Volunteers, in conjunction with the minister, lead the worship as a team.

A/V - The A/V team, as we enter 2019, is presently a four-member team with members specializing in sound and the use of EasyWorship 6 presentation software. The A/V team has worked at enhancing the Amberlea worship experience. My thanks go out to the A/V team members who are dedicated to building excellence into our Sunday morning worship.

We need two or more volunteers to fill the team in sufficient time to train before September. Please give this ministry a consideration if you are looking for a way to become more involved in our church life.

Music Ministry - We have been blessed in having two gifted worship leaders and multiple musicians within our congregation. The music ministry team can be considered a Life group. Their weekly activities include selecting music to support each week's message, praying, practicing as a band so they are ready to lead and inspire us in praising and glorifying our heavenly father through music and song. A special "thank you" goes to our worship leader(s) and band members for all that they do in making each weekly worship meaningful and uplifting.

In 2019 we will be looking to continue to build strength in providing a meaningful and engaging God-filled Sunday morning Worship Experience.

AMBERLEA ANNUAL REPORT 2019

FAMILY MINISTRY

2018: \$62,331 ~ 27% of total actual 2018 expenses
2019: \$62,071 ~ 24% of the 2019 budget

Family Ministry at Amberlea seeks to support families on their faith journey. Our goal is to reach beyond the hour we have at church with children and their families.

KidZone is the children's program provided during the Sunday morning service. It includes singing and dancing for God, a video story and small group activities to affirm the Biblical virtue each month. Children are divided into three small groups; nursery, primary and juniors. We are incredibly grateful to have caring, creative and faithful volunteers including many of our youth, as nursery caregivers, small group leaders, greeters and bulletin board designers. We currently have over 35 children in KidZone who call Amberlea home and we are looking for volunteers to serve in this ministry in a regular rotation as we build community with the youngest among us. We are super grateful for the ability to offer support for Exceptional Families in particular children with autism. We are able to provide an experienced support person/therapist in a safe, caring environment where children's unique needs can be met so that they can fully participate. A priority for 2019 is to better reach families to let them know this support is available at Amberlea.

Messy Church: ["We are trying to be a worshiping community of all ages, centered on Christ, showing Christian hospitality – giving families a chance to express their creativity, physically interact, a chance to sit down together to eat a meal and have fun within a church context."](#) A special thank you to Jason McKittrick who so humbly provides gourmet meals and to the Men's Small Group who faithfully wash dishes. Each month Messy Church has about 5 families attending on a regular basis with special events sparking higher numbers. We desire in 2019 for more adults to come and participate alongside of families and children as they engage in the activities, in an effort to build relationships and be a welcoming place for families to check out Jesus.

Youth: Amberlea recognizes the importance that youth play in the life of a church, and the importance a church can play in the life of a youth. We have been blessed to host bi-monthly Youth Events and Hot Topics serving over 15 students and their friends in grades 6-12. We are incredibly grateful for the leadership of Tyler Scrivens and Mary Balsdon (July), with volunteers Laura Stevens and Emma Clarke. They are very thoughtful about their topics and creative in their events including an amazing summer youth retreat. We have been blessed to see youth bring their friends and express desire to go deeper in God's Word. In 2019, the youth are meeting weekly on Fridays, alternating between small group discussions and social events designed to invite friends.

Freezer Club: In 2018, we continued Freezer Club, a monthly daytime event for people to gather and prepare three meals together for only \$30, meeting practical needs. Freezer Club currently has 15-20 participants each month, many from a non-church background. Many thanks to Lynda Fraser and Rose Morrison and the volunteers for their commitment to this outreach. In 2019, as the demand for this program grows, we need volunteers to join the team.

AMBERLEA ANNUAL REPORT 2019

Summer Outreach: We had tremendous opportunity in 2018 to reach children and families in our neighbourhood with the gospel message during our summer camp experiences. We had over 45 children attend Babylon, Daniels Courageous Captivity Summer Camp. And up to 30 children some mornings at Breakfast Club (Mon.-Thurs.) throughout the summer, a half day drop-in program for only \$3 a day. Our five summer staff did a fantastic job at leading the programs with the help of over 42 registered volunteers including many teen volunteers from outside our church community, which is quite incredible. We were excited to add full day Musical Theatre Camps for 2 weeks that had over 25 children and youth participate each week, directed by local community members. The MT camps gave us opportunity to introduce Amberlea to those who may never take an interest otherwise.

Family Events: Throughout 2018 there have been a number of opportunities for families to participate together including You've Been Egged, Angel Breakfast and the Youth Carnival. In 2019, we hope to better seek how families of all shapes and sizes can be reached through current ministries and events like the Christmas bazaar, women's ministry, mission projects, small groups and intergenerational services.

DISCIPLESHIP

2018: \$26,861 ~ 12% of total actual 2018 expenses

2019: \$26,915 ~ 10% of the 2019 budget
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Amberlea is a close family who sees pastoral care as a vital ministry and who responds openly to prayer requests. Session members and members of the congregation, along with the minister, provide pastoral care. Our small group ministry aims to equip and empower all members of the congregation to care for each other, as well as to facilitate spiritual growth and community through Bible study.

The Women's Ministry (new in 2018) is designed to bring younger and older women within the congregation together and encourage them to be more involved, share their gifts and develop their faith together.

This area of our life and ministry includes:

- Women's Breakfast & Men's Breakfast
- Visits to hospitals
- C.O.V.E. meetings for families struggling with a mentally ill family member.
- Premarital, marital, and baptism counseling
- Bereavement counseling
- Special Care Services (meals, transportation, hospitality)
- Prayer chain, "Longest Night" service for those suffering loss
- Small group ministry (particular area NCD highlighted)

Over the course of 2018, the Care Team made 15 visits and 20 calls to members in crisis or illness plus:

- Provided food on 10 occasions to families in crisis.
- Provided food for 5 funerals

AMBERLEA ANNUAL REPORT 2019

- Provided transportation to 2 visits to doctor's appointments.

In 2019: Continue as above, plus partner the CARE team with a community group and the Amberlea small group ministry to support the pastoral needs of the Amberlea congregation.

WELCOME

2018: \$19,764 ~ 9% of total actual 2018 expenses
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2019: \$19,493 ~ 8% of the 2019 budget

In His earthly ministry, Jesus offered radical hospitality to the despised and outcasts in his society: welcoming tax collectors into his inner circle, touching lepers, inviting little children to come to him. For this he was condemned for being a “friend of tax collectors and sinners” (Matthew 11:19). We at Amberlea seek to pattern our own life together by following Jesus’ lifestyle of radical hospitality.

In 2018 the Welcome Ministry team(s) provided leadership for the following events:

- Greeters at worship
- Coffee, tea and refreshments following worship
- Decorating the church during special times of year – Easter, Thanksgiving, Christmas
- Hospitality at congregational and community events – Easter Sunday Breakfast, Fall BBQ, food for Amberlea events, and food / refreshments at memorial services for loved ones.

COMMUNITY

2018: \$36,822 ~ 16% of total actual 2018 expenses

2019: \$35,131 ~ 14% of total actual 2019 expenses

This area of ministry includes:

Activities that the Amberlea Congregation supports with our time and money:

- Operation Christmas Child with Samaritan’s Purse (Shoe Boxes)
- Christmas Food Hampers and Salvation Army Christmas Kettles
- Partnership with Salvation Army Food Bank
- Youth Unlimited (Mike Gordon & Hue Francis)
- Disaster Relief (Includes contributions to Presbyterian World Service & Development)

Activities that the Amberlea congregation supports by sharing use of our church building...

- Scouts and Guides
- Direct Approach Tutoring

As a church, we believe that we were commissioned by Jesus to go out in his name and authority to serve the community around us with compassion and to join with others in serving the needs of our community, our region, and the world. We want our community to know we are Christians through our love and attention to their needs. We want to learn how to share with others the love of Jesus in a culturally sensitive and relevant way, but at the same time, we want to do so without watering down who we are in Jesus Christ.

PROPERTY REPORT

The Property team's mission is to oversee maintenance and repairs and plan for changes to the Amberlea church property. The team also manages community use of the Church Hall. The "Property Team" is a group of volunteers who respond to current needs, and helps plan for future needs, to maintain a welcoming and safe church environment.

The lawn and gardens were cultivated with the assistance of the Fernie Youth organization and a volunteer group from within the congregation.

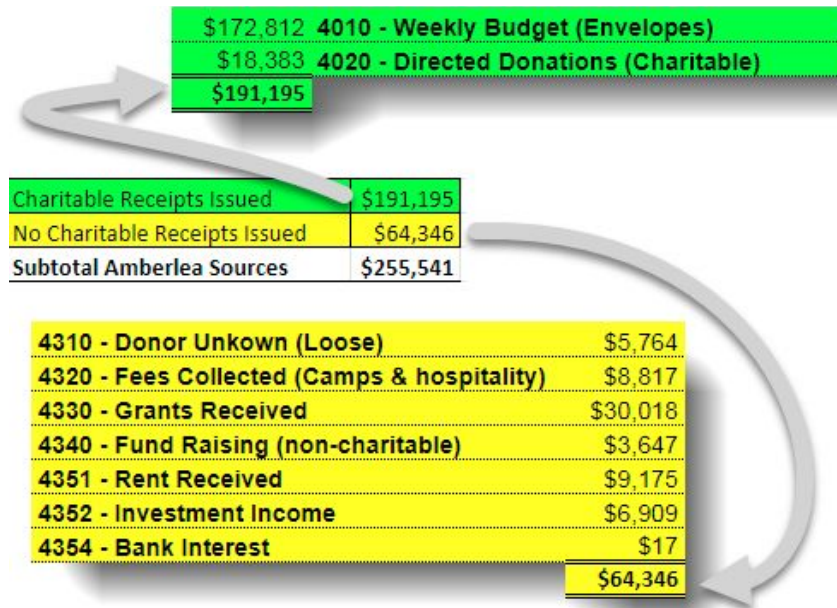
Fernie Youth also assist with cleaning the church. Josh Dienesh is our custodian.

Key volunteers are Dave Kennedy, Wayne Rhoden, Murray Clark, Allen Burke and Mike Fischer.

AMBERLEA ANNUAL REPORT 2019

2018 Actual Revenues

The following table provides a breakdown of the revenues summarized in the financial statements attached as an appendix. Amberlea received revenues from the following sources in 2018:



“4010 - Weekly Budget (envelopes)” is the amount contributed via PAR and offering envelopes towards the Amberlea budget.

“4020 - Directed Donations” identifies donations given for a specific purpose that was not in the budget, such as replacing the carpet in the church hall. These funds are not available to pay budgeted expenses

2019 Planned Revenues

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
4010 - Weekly Budget (Envelopes)	11,094	13,074	15,776	13,005	13,705	15,475	12,238	12,599	13,871	13,703	13,494	33,963
4300 - NO CHARITABLE RECEIPTS ISSUED	1,140	2,890	7,540	1,920	8,520	1,640	7,250	7,450	2,820	1,240	9,770	2,420
Total Revenues	12,234	15,964	23,316	14,925	22,225	17,115	19,488	20,049	16,691	14,943	23,264	36,383
Forecast Expenses	(15,783)	(13,296)	(19,662)	(15,771)	(19,156)	(19,410)	(22,161)	(22,366)	(21,494)	(18,561)	(17,986)	(22,371)
Problem Months	(3,549)			(847)		(2,295)	(2,673)	(2,317)	(4,802)	(3,618)		

Although the totals for the year look reasonable, cash-flow is a challenge for the months June to October.

- The Federal Government requires employees cash their paychecks BEFORE releasing the grant.
- Church attendance is generally lower in the summer

Annual General Meeting: Notice of Motions

MOTION: ACCEPT THE MINUTES OF THE 2018 ANNUAL GENERAL MEETING

Moved that Amberlea Presbyterian Church accept the minutes of the 2018 Annual General Meeting.

NOMINATION OF AMBERLEA AUDITOR FOR 2019

Moved that Amberlea Presbyterian Church appoint Kevin Hurford as church auditor from March 3, 2019 to the 2020 Annual General Meeting.

NOMINATION OF AMBERLEA TREASURER FOR 2019

Moved that Amberlea Presbyterian Church appoint Adam Morin as church treasurer from March 3, 2019 to the 2020 Annual General Meeting.

NOMINATION OF AMBERLEA TRUSTEES FOR 2019

Moved that Amberlea Presbyterian Church appoint Cameron Young, Peter Campbell and Allen Burke as trustees from March 3, 2019 to the 2020 Annual General Meeting.

NOMINATION OF AMBERLEA ENVELOPE SECRETARY FOR 2019

Moved that Amberlea Presbyterian Church appoint Dave Kennedy as Envelope Secretary from March 3, 2019 to the 2020 Annual General Meeting.

MOTION: ACCEPT THE 2019 BUDGET

Moved that Amberlea Presbyterian Church adopt the 2019 Budget as presented.

Appendices:
Amberlea 2018 Financial Statements
Minutes of the 2018 Annual General Meeting

AMBERLEA ANNUAL REPORT 2018 -- FINANCIAL STATEMENTS

LINE-ITEM & NARRATIVE 2016 ACTUALS & 2017 BUDGET COMPARED

In the following table, the left-hand column (unshaded) contains the "line-items". The columns breakdown each line-item by focus area based on the "allocation" described above. Note that only expenses are broken down by focus area.

2019 Annual Report	2019 Budget	Excellence in Worship	Family Ministry	Discipleship	Welcome People	Connect with Community	2018 Actuals	2018 Budget
Income								
4000 - CHARITABLE RECEIPTS ISSUED	191,000						191,195	180,000
4300 - NO CHARITABLE RECEIPTS ISSUED	65,000						64,346	64,500
Total Income	256,000						255,541	244,500
Expense								
5000 - CONGREGATIONAL ASSESSMENT								
5010 - PCC General Allotment	-10,200	-3,152	-1,854	-2,004	-928	-2,262	-10,200	-10,200
5020 - PCC Congregational Assessment	-9,240	-2,855	-1,679	-1,816	-841	-2,049	-9,132	-12,000
5030 - Pickering Presbytery Assessment	-2,360	-729	-429	-464	-215	-523	-2,301	-2,301
Total 5000 - CONGREGATIONAL ASSESSMENT	-21,800	-6,736	-3,962	-4,284	-1,984	-4,834	-21,633	-24,501

AMBERLEA ANNUAL REPORT 2018 -- FINANCIAL STATEMENTS

	2019 Budget	Excellence in Worship	Family Ministry	Discipleship	Welcome People	Connect with Community	2018 Actuals	2018 Budget
5300 - HUMAN RESOURCES								
5310 - Clergy Remuneration								
5311 - Minister's Stipend	-57,308	-37,250	-5,731	-8,596	-2,865	-2,865	-56,193	-56,193
5312 - Minister's Housing Allowance	-20,400	-13,260	-2,040	-3,060	-1,020	-1,020	-20,400	-20,400
5313 - Minister's Utility Allowance	-5,667	-3,684	-567	-850	-283	-283	-5,554	-5,667
5314 - Minister's Phone Allowance	-600	-390	-60	-90	-30	-30	-600	-600
5315 - Minister's Study Leave	-1,884	-1,225	-188	-283	-94	-94	-2,269	-1,800
5316 - Minister's book allowance	-500	-325	-50	-75	-25	-25	-263	-500
5317 - Group Life Insurance	-580	-377	-58	-87	-29	-29	-579	-504
5318 - Medical (H&D)	-5,000	-3,250	-500	-750	-250	-250	-4,673	-4,800
5319 - PCC Pension Fund	-4,800	-3,120	-480	-720	-240	-240	-3,237	-6,475
5320 - Non-clergy Employees								
5321 - Office Administrator	-10,668	-4,801	-2,667	-1,067	-1,600	-533	-10,467	-10,464
5321.1 - Office Administrator Vac Pay	-432	-194	-108	-43	-65	-22	-419	-420
5322 - Family Min director	-17,496	-3,499	-10,498	0	-1,750	-1,750	-15,719	-17,148
5322.1 - Family Min Director VAC	-696	-139	-418	0	-70	-70	-629	-684
5324 - Youth Leader Salary	-9,216	-1,843	-5,530	0	-922	-922	-9,647	-5,916
5324.1 - Youth Leader VAC	-288	-58	-173	0	-29	-29	-386	-240
5325 - Summer Student Salary	-18,016	-3,603	-10,810	0	-1,802	-1,802	-17,760	-18,028
5325.1 - Summer Student VAC	-720	-144	-432	0	-72	-72	-710	-720

AMBERLEA ANNUAL REPORT 2018 -- FINANCIAL STATEMENTS

	2019 Budget	Excellence in Worship	Family Ministry	Discipleship	Welcome People	Connect with Community	2018 Actuals	2018 Budget
5330 - Payroll Taxes								
5331 - CPP Expense	-3,995	-1,234	-726	-785	-364	-886	-3,762	-3,787
5332 - EI Expense	-1,840	-569	-334	-362	-167	-408	-1,834	-1,838
5333 - Youth Leader CPP Expense	-372	-74	-223	0	-37	-37	-200	-120
5334 - Youth Leader EI Expense	-204	-41	-122	0	-20	-20	-233	-132
5335 - Summer Student CPP Expense	-875	-175	-525	0	-88	-88	-778	-850
5336 - Summer Student EI Expense	-408	-82	-245	0	-41	-41	-406	-420
5380 - Contractors								
5381 - Worship leader	-3,750	-3,000	0	0	-375	-375	-3,000	-3,750
5382 - Pulpit Supply (Guest Minister)	-1,800	-1,440	0	0	-180	-180	-1,500	-1,800
5383 - Financial Auditor	-1,900	-587	-345	-373	-173	-421	-2,249	-1,500
5384 - Lawn, Snow, and Cleaning	-5,000	-2,000	-688	-125	-250	-1,938	-7,069	-4,500
5385 - Church Janitor Salary	-5,604	-2,242	-771	-140	-280	-2,172	-5,020	-5,496
Total 5300 - HUMAN RESOURCES	-180,019	-88,605	-44,287	-17,406	-13,120	-16,600	-175,556	-174,752
5400 - CHURCH UTILITIES & EXPENSES								
5410 - Utilities								
5411 - Hydro	-6,000	-2,400	-825	-150	-300	-2,325	-6,027	-8,364
5412 - Water	-2,000	-1,300	-200	-300	-100	-100	-1,889	-2,604
5420 - Telecommunications								
5421 - Telephone	-2,580	-1,032	-355	-65	-129	-1,000	-2,172	-2,352
5425 - Church Internet	-1,284	-514	-177	-32	-64	-498	-1,068	-960
5426 - Web Site	-313	-125	-43	-8	-16	-121	-313	-175
5440 - Property Repair and Enhancement	-3,000	-1,200	-413	-75	-150	-1,163	-2,668	-3,000
5460 - Church Insurance	-5,628	-2,251	-774	-141	-281	-2,181	-5,375	-5,196
5495 - Church Janitorial Supplies	-2,000	-800	-275	-50	-100	-775	-1,940	-1,300
Total 5400 - CHURCH UTILITIES & EXPENSES	-22,805	-9,622	-3,061	-820	-1,140	-8,162	-21,453	-23,951

AMBERLEA ANNUAL REPORT 2018 -- FINANCIAL STATEMENTS

	2019 Budget	Excellence in Worship	Family Ministry	Discipleship	Welcome People	Connect with Community	2018 Actuals	2018 Budget
5600 - GENERAL EXPENSES								
5601 - Directed Expense (non-budget)	0	0	0	0	0	0	-14,960	0
5603 - Worship Expense (materials)	-1,230	-984	0	0	-123	-123	-1,732	-1,230
5605 - Pastor Expenses (materials)	-1,200	-960	0	0	-120	-120	-1,212	-1,400
5610 - Family Ministry Expense								
5611 - KidZone Expense	-3,000	-600	-1,800	0	-300	-300	-2,792	-4,000
5612 - Nursery - expense	-200	-40	-120	0	-20	-20	0	-200
5613 - Youth Ministry Expense	-1,950	-390	-1,170	0	-195	-195	-1,572	-1,500
5614 - Conference, Children's Ministry	-500	-100	-300	0	-50	-50	0	-500
5615 - VBC Expense	-2,875	-575	-1,725	0	-288	-288	-2,224	-2,525
5616 - Family Ministry Event Expense	-1,500	-300	-900	0	-150	-150	-1,449	-1,800
5617 - Musical Theatre Camp expense	0	0	0	0	0	0	-3,455	0
5640 - Ministry Team Expense								
5641 - New Ministry - expense	-700	-140	-420	0	-70	-70	0	0
5642 - Assist Special Need Participant	-1,500	-300	-900	0	-150	-150	-1,513	-3,600
5643 - Small Group Expense	-350	-35	-140	-70	-70	-35	-247	-360
5644 - Hospitality Event Expense	-1,000	0	0	-500	-100	-400	-883	-1,300
5645 - Kitchen Supplies	-700	-70	-280	-140	-140	-70	-451	-700
5646 - Care Team Expense	-1,000	0	-100	-700	-100	-100	-79	-1,000
5647 - Media - expense	-1,440	0	-144	-1,008	-144	-144	0	0
5648 - Women's Ministry Expense	-500	0	-50	-350	-50	-50	0	0

AMBERLEA ANNUAL REPORT 2018 -- FINANCIAL STATEMENTS

	2019 Budget	Excellence in Worship	Family Ministry	Discipleship	Welcome People	Connect with Community	2018 Actuals	2018 Budget
5650 - Administration								
5651 - Office Supplies	-3,600	-1,620	-900	-360	-540	-180	-3,014	-3,600
5652 - Bank Charges	-360	-111	-65	-71	-33	-80	-339	-300
5653 - Fundraising Expense	-1,300	-260	-780	0	-130	-130	-519	0
5654 - Onboard new adherents expense	-1,000	-800	0	0	-100	-100	0	-1,000
5655 - Session Expense	-2,100	-649	-382	-413	-191	-466	-891	-2,100
5656 - Promotion	-1,600	-494	-291	-314	-146	-355	-1,172	-800
5659 - Adjustment to accrued HST	0	0	0	0	0	0	-556	0
5661 - Donations to Other Charities	-2,400	0	0	-480	0	-1,920	-1,679	-1,800
5680 - Misc. General Expenses	0	0	0	0	0	0	-231	0
Total 5600 - GENERAL EXPENSES	-32,005	-8,428	-10,467	-4,406	-3,209	-5,495	-40,970	-29,715
Total Expense	<u>-256,628</u>	-113,391	-61,777	-26,915	-19,453	-35,091	<u>-259,611</u>	<u>-252,919</u>
Net Income	-\$628	44%	24%	10%	8%	14%	-\$4,070	-\$8,419

Amberlea Balance Sheet as at 31-Dec-2018

ASSETS

Chequing/Savings

1080 · Bank - TD Chequing \$18,780

1085 · Capital Improvement Fund \$2,542

1250 · Building & Land -Church

1251 · Original Cost-Building & Land \$163,225

1252 · Property Improvements \$50,105

1100 · Investments

1103 · PCC Investment Fund \$280,000 **\$514,651**

LIABILITIES & EQUITY

Liabilities

Current Liabilities

2000 · Accounts Payable \$353

2100 · Accrued Pay & Benefits

2120 · Minister's Group Life Ins Owing \$35

2200 · HST/GST Payable -\$2,899

Long Term Liabilities

2510 · Retroactive Pastor Utilities \$16,088

Equity

3900 · Retained Earnings \$505,144

Net Income -\$4,070 **\$514,651**

Note: Although retroactive pastor utilities is presented as a dollar value, it represents three months of pastor time. As agreed with Rev Mona and Presbytery, Amberlea will retain the liability until Rev Mona needs to take a leave of absence, and in the fortunate event Rev Mona never needs to take a leave of absence, Amberlea will pay the retroactive utilities in three monthly when Rev Mona retires from Amberlea.



Amberlea Congregational Meeting - Minutes of Meeting

Title: Amberlea Congregational Meeting	Date: 2018-03-11 Time: 12:00 Location: 1820 Whites Rd, Pickering ON
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Participants		
	Attendees:	Recipients:
Chair: Allen Burke Minute Taker: Greg Watson	Greg Watson Mona Scrivens/Rev. Dr. Peggy Edwards Peter Campbell Cameron Young Maureen Coleman Henry Sukhu Dave Wallace Charmaine Rhoden Sandra Percy Tim Newman Sheri Phillips Mike Fischer Chris MacMillan George Wedge Allen Burke Gail Young Charmaine Rhoden Adam Morin Lynda Burke Jo-Anne Van Draanen/Amberlea Presbyterian	Presbytery Presbyterian Church In Canada

Agenda 1: Opening Prayer

Discussion Items
1. Rev. Dr. Mona Scrivens opened the meeting with prayer.

Agenda 2: Election of Meeting Officials

Discussion Items
1. Cameron Young moved, seconded by George Wedge, that Amberlea Presbyterian Church appoint Allen Burke as chair and Greg Watson as secretary of the 2018 Annual General Meeting. Passed



Amberlea Congregational Meeting - Minutes of Meeting

Agenda 3: Review Agenda for the 2018 AGM and Minutes of the 2017 AGM

Discussion Items

1. Cameron Young moved, seconded by Maureen Coleman, that Amberlea accept the minutes of the 2017 Annual General Meeting (AGM). Passed

Agenda 4: Election of Trustees for 2018

Discussion Items

1. Charmaine Rhoden moved, seconded by Lynda Burke, that Amberlea Presbyterian Church appoint Cameron Young, Allen Burke, and Peter Campbell as trustees from the 2018 AGM to the 2019 AGM. Passed

Agenda 5: Election of Envelope Secretary for 2018

Discussion Items

1. Adam Morin moved, seconded by Ted Jowett, that Amberlea Presbyterian Church appoint Dave Kennedy as Envelop Secretary from the 2018 AGM you the 2019 AGM. Passed

Agenda 6: Election of Auditor for 2018

Discussion Items

1. Joan Baker moved, Gail Young seconded, that Amberlea Presbyterian Church appoint Kevin Hurford as Auditor from the 2018 AGM to the 2019 AGM. Passed

Agenda 7: Election of Treasurer for 2018

Discussion Items

1. Peggy Edwards moved, seconded by Ted Jowett, that Amberlea Presbyterian Church appoint Adam Morin as Treasurer from the 2018 AGM to the 2019 AGM. Passed

Agenda 8: New Elders

Discussion Items

1. (Allen Burke) Some of you may remember that we adopted term eldership a few years ago: This means that a portion the active elders retire every few years. In 2017 two have stepped back. A congregation our size should have at least 13 active elders. We currently have 10.
2. In the fall of 2017, Session posted an announcement in the weekly bulletin for two months asking the congregation to nominate candidate new elders. A committee of elders met with each nominee. Session prayed for God's blessing and reviewed the candidates. Today we complete the process of restoring Session to the minimum number of active elders.
3. Sheila Gilmore moved, seconded by Kathy White, that Amberlea Presbyterian Church accept Caroline Freakes, Laurie Laframboise, and Jo-Anne van Draanen as active elders. Passed



Amberlea Congregational Meeting - Minutes of Meeting

Agenda 9: Role of Session in developing strategy

Discussion Items

1. (Sheri Phillips) Our Session at Amberlea consists of 10 (soon to be 13) elders who, in conjunction with Rev Dr Mona and the staff at Amberlea, oversee the church ministries and budget.
2. In 2017 Session conducted two workshops with ministry leaders and an NCD survey of 30 members of the congregation. NCD stand for "Natural Church Development"; it is an organization the Presbyterian Church in Canada recommends for church assessments.
3. The workshops and survey identified the following areas for improvement:
 - Grow the church by increasing the number of new people attending Sunday service
 - Increase participation in church activities
 - Develop everyone's faith

Agenda 10: Ministries, Vision, and Narrative Budget

Discussion Items

1. (Sheri Phillips) For several years, Amberlea has used a "narrative budget" format. This format matches expenses to ministry areas so as to provide a clear view of how our spending matches our goals and vision.
2. Sheri explained how 2017 spending matched the 2017 goals for each ministry area.

Agenda 11: Review 2017 Results

- 2017 Receipts & Expenses vs Budget
- 2017 Balance Sheet

Discussion Items

1. Greg Watson lead the review of the 2017 results as presented in the annual report.

Agenda 12: Review 2018 Budget

Discussion Items

1. Greg Watson lead the discussion of the 2018 budget.
2. Cameron Young moved, seconded by Jo-Anne van Draanen that Amberlea Presbyterian Church adopt the budget as presented. Passed

Agenda 13: Closing Prayer

Discussion Items

1. Cameron Young moved the meeting adjourn. Passed
2. Rev. Dr. Mona Scrivens closed the meeting with prayer.