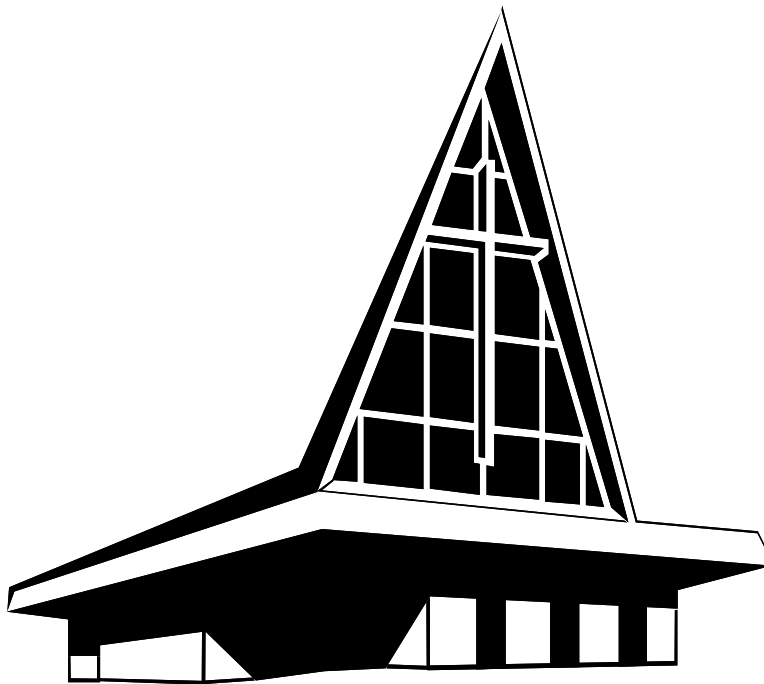


2011 ANNUAL REPORT

CELEBRATING 51 YEARS



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Minister's Message

2011...from the pastor's study

The contents of this Annual Report tell an amazing story. It is the story of a faithful people living out their Christian faith in the midst of a complex society based in one of the most culturally diverse cities in the world. There are so many reasons why faith communities should fail...yet Parkwoods continues to provide a beacon of hope and promise for our family and neighbours.

One of the ways we remain faithful is through continually renewing ourselves and our understanding of our faith in the context of the community in which we live. In 2011 we refreshed the roots of our faith as we participated in a symbolic Passover meal, followed immediately by the Christian perspective on that meal experienced in Good Friday and Easter. We came to know our neighbours a little more as we welcomed members of the Turkish Muslim Community into our Church and shared with them in "breaking the fast" during their holy month of Ramadan. We celebrated the lives of those who died during the year reminding ourselves as an Easter people that death is never the final answer. We were moved by the music of guest musicians as well as our own Choir as they sang of Christ's coming at Christmas. We shared our blessings with those throughout the community and the world through our outreach and concern, especially in our support of the Kenya project and the Mission and Service Fund.

Being a community of faith means being a multi-faceted group of those who commit to both the personal discipline of participation in worship, as well as corporate responsibility of being God's hands and eyes and heart in the community where we live.

Clearly, we enjoy being together as we gather for prayer, friendship, food and service. There is an obvious energy present whenever we gather. We are alive and well. We are faithful to our calling to be disciples of Jesus in Don Mills and beyond.

All this will be found in the pages following this message. This is our amazing story of our faith in just one year, 2011. Read. Enjoy. Question. Pray. Remember. Anticipate 2012.

Read carefully so you do not miss anything. For example, we have more Resident Members at the end of 2011 than we did at the beginning of the year. There are very few congregations in mainline denominations based in the "old" suburbs that are able to celebrate such a development. The numbers are small, yes, but the fact remains that we have grown during 2011 and that is a promising sign for 2012.

We have much to do in 2012 in terms of strengthening the membership of our committees as we prepare new leaders for the Parkwoods of tomorrow. We have much to do in terms of reaching out to the community that surrounds us as we seek to find ways of sharing God's love with them. We have much to do—and every reason to believe that we are able to respond to these challenges. We are not alone. We live in God's world! Your staff team of Glory Wigle, Yvette Gudas and I will do our part and look forward to working with you in 2012.

On a personal note, Loreen and I give thanks every day for the wonderful support and encouragement you give us as we seek to live faithfully with you. Thank you and God bless.

Randy

The Rev. Dr. Randy Naylor

Report of Parkwoods' Council Co-Chair

As we look back over 2011, we should be pleased with the success of our 51st year, (the first year of our second 50). We have grown spiritually under Rev. Randy's leadership and musically with Yvette. Our administration has been capably handled by Glory, the committee leadership has been top-notch and the committee members have done all aspects of their jobs well. Financially, it has been a good year, particularly with the rental income from our great facilities. As we move on to 2012, we hope to build on the great things we have done this year.

I wish to personally thank Randy, Yvette, the committee chairs, the committee members and the congregation for all their contributions to Parkwoods this year, whether it is a contribution of time, talent or funds. All of these are very important in order to maintain our strong church. I also wish to thank David Bone for his work as Co-Chair with me this year. Any job is easier when you have someone with whom you can share the load. Many thanks again to all!

As we leave the old year behind and begin the new, may we accept the new challenges that come our way and with God's blessing handle these unknown challenges as opportunities to enrich the lives of our Parkwoods family, and the community in which we serve.

Marg Crew
Council Co-chair

Trustees Financial Statements

Maintenance Holdback Fund

Statement of Financial Position As at December 31 , 2011

ASSETS		
Cash	\$1,953	
Investments at Cost	<u>\$392,548</u>	
(Market Value- \$420,754.)		
TOTAL ASSETS		\$394,501
CAPITAL AND CONTINGENCY RESERVE		
Contingency Reserve- Outreach Programs		\$20,000
Capital Beginning of Period	\$361,155	
Net of Revenue and Expenses	<u>\$13,346</u>	
Capital End of Period		<u>\$374,501</u>
TOTAL CAPITAL AND CONTINGENCY RESERVE		\$394,501

**Statement of Operations
For the Year Ending December 31, 2011**

REVENUE		
Bank Interest	\$20	
Mutual Funds Distribution	\$14,123	
Gain/(Loss) on Sale of Investments	<u>\$3,811</u>	
TOTAL REVENUE		\$17,954
EXPENSES		
Bank Fees	\$0	
Payments to Parkwoods United Church	<u>\$4,608</u>	
TOTAL EXPENSES		(\$4,608)
Net of Revenue and Expenses		\$13,346

Note to Financial Statement: Cash is on deposit with a Canadian chartered bank where it earns interest on the average monthly balance at the bank's prime rate less 2%. The Fund is on deposit with RBC Phillips, Hager and North Investment Counsel where it is invested in a strategic mix of bond, income and equity funds.

Minister's Housing Allowance Fund

**Statement of Financial Position
As at December 31 , 2011**

ASSETS		
Cash	\$542	
Investments at Cost	<u>\$305,311</u>	
(Market Value- \$304,587)		
TOTAL ASSETS		\$305,853
CAPITAL		
Beginning of Period	\$302,059	
Net of Revenue and Expenses	<u>\$3,794</u>	
End of Period		\$305,853

**Statement of Operations
For the Year Ending December 31, 2011**

REVENUE		
Bank Interest	\$10	
Mutual Funds Distribution	\$12,473	

Gain/(Loss) on Sale of Investments	<u>\$1,311</u>	
TOTAL REVENUE		\$13,794
EXPENSES		
Bank Fees	\$0	
Payments to Parkwoods United Church	<u>\$10,000</u>	
TOTAL EXPENSES		<u>(\$10,000)</u>
Net of Revenue and Expenses		\$3,794

Note to Financial Statement: Cash is on deposit with a Canadian chartered bank where it earns interest on the average monthly balance at the bank's prime rate less 2%. The Fund is on deposit with RBC Phillips, Hager and North Investment Counsel where it is invested in a strategic mix of bond, income and equity funds.

Wayne and Mary Linkert Memorial Fund

**Statement of Financial Position
As at December 31 , 2011**

ASSETS		
Cash	\$4,730	
Investments at Cost	<u>\$61,198</u>	
(Market Value- \$61,673.)		
TOTAL ASSETS		\$65,928
CAPITAL		
Beginning of Period	\$71,503	
Net of Revenue and Expenses	<u>(\$5,575)</u>	
End of Period		\$65,928

**Statement of Operations
For the Year Ending December 31, 2011**

REVENUE		
Bank Interest	\$27	
Mutual Funds Distribution	\$2,553	
Gain/(Loss) on Sale of Investments	<u>\$859</u>	
TOTAL REVENUE		\$3,439
EXPENSES		
Bank Fees	\$0	
Donations to Outreach Initiatives	<u>\$9,014</u>	
TOTAL EXPENSES		<u>(\$9,014)</u>

Net of Revenue and Expenses

(\$5,575)

Note to Financial Statement: Cash is on deposit with a Canadian chartered bank where it earns interest on the average monthly balance at the bank's prime rate less 2%.

The Fund is on deposit with RBC Phillips, Hager and North Investment Counsel where it is invested in a strategic mix of bond, income and equity funds.

Memorial Fund

The Memorial Fund of Parkwoods United Church accepts gifts and administers all donations to be used for remembrance purposes. All gifts are received in memory of loved ones whose memory is cherished by family and friends. All gifts are recorded in the Memorial Book located in the entrance lobby of the Church. Information regarding the Memorial Fund is available from the church office or the Chairperson of this Committee.

Memorial Fund Financial Statement

Bank Balance as of Jan. 1, 2011	\$5987.38
<u>Receipts</u>	
Memorial gifts received	\$ 353.65
Bank Interest	\$ 4.45
Total	\$6345.48
<u>Disbursements</u>	
Bank Charges	\$ 20.00
Total	\$ 20.00
Bank Balance as of Dec.31, 2011	\$ 6325.48

Dave Griffin

Finance Report

From the Treasurer's Financial Statements, you will observe the positive impact of sharing our facilities with two other congregations and our success in having both the Federal and Provincial Election organizations use our Church for Electoral training. While the final Statement shows a deficit of approximately \$11,500, this would have been a surplus of \$21,500 had we drawn down the budgeted \$33,000 transfer from our Trustees Investment fund. Further, we are most appreciative of a \$3,300.00 contribution from our hard working Loaves and Fishes team. In the expense area, our aging heating system required some unplanned maintenance, causing a \$6,000.00 expense overrun in that area.

There are many who we need to thank at this time. Ron Wigle succeeded both Dave Griffin and Linda McInnes as Treasurers this year. This key position in our organization requires a lot of personal time and needs daily attention in order to manage our financial affairs.

Another accolade goes to our Collection Counting team who, every Sunday, make sure donations are counted and bank deposits are made. We are fortunate to have both Jim Ray Sanchez and David Griffin as our Envelope Stewards, making sure donations are recorded correctly each week. Our Trustees, chaired by Dave Griffin, do a wonderful job in insuring our compliance with sound financial practices and managing our Investment Portfolio.

Looking ahead, it's worth noting that our 2011 Envelope contributions were approximately \$10,200 below 2010 and \$3,000.00 below our Budget. The congregation has responded most generously to their Christian Stewardship responsibility. The biggest challenge we face, as do other Churches in the United Church and other denominations is membership growth. Over the past year, we have welcomed 11 new members into the Parkwoods Church family.....while this is a good start, each one of us needs to do our

part with friends, neighbours, newcomers and guests in sharing the good news about their considering Parkwoods as their chosen place of worship.

Cam Ferguson
Chair, Stewardship & Finance

Treasurer's Report

Parkwoods United Church
Statement of Assets and Liabilities
For the Year Ending December 31, 2011

ASSETS

T.D. Bank	Account Balance (Note 8)	31,150	
	GIC (Note 9)	23,885	
	Money Market (Note 10)	698	
	Investment Account (Note 11)	<u>837</u>	
			<u>\$ 56,570</u>
Church Property (At Cost)			
- Construction (1963)		203,000	
- Construction/Renovations (1994)		<u>989,803</u>	1,192,803
<u>TOTAL ASSETS</u>			<u>\$ 1,249,373</u>
<u>LIABILITIES</u>			
Short-Term Disability Reserve			23,885
<u>TOTAL LIABILITIES</u>			<u>23,885</u>
<u>EXCESS OF ASSETS TO LIABILITIES</u>			<u>1,225,488</u>
<u>TOTAL</u>			<u>\$ 1,249,373</u>

Parkwoods United Church
Statement of Receipts and Disbursements
For the Year Ending December 31, 2011

RECEIPTS	Actual (\$)	Budget (\$)
Envelopes - Local Expenses	129,895	131,500
- Mission & Service Fund	21,820	22,800
Miscellaneous Income (Note 1)	16,933	14,300
Facilities Income (Note 2)	79,842	54,000
Interest – Maintenance Holdback	0	33,000
Interest – Minister’s Housing Allowance Fund	10,000	10,000
Fund Raising (Note 3)	1,187	5,000
Special Givings (Note 4)	16,733	5,000
Parkwoods Funds (Note 5)	2,309	2,000
Trustees Reimbursement	<u>4,608</u>	<u>0</u>
Total Receipts	<u>283,327</u>	<u>277,600</u>
DISBURSEMENTS		
Ministry & Personnel	152,826	155,000
<u>Committees/Services</u>		
- Worship	1,378	1,325
- Christian Education	913	1,500
- Office	8,799	8,000
- Presbytery/Conference	6,280	6,280
- Communications	1,302	1,500
- Membership	144	200
- Outreach	872	1,000
- Pastoral Care	62	100
- Observer	460	500
- Decor	69	100
- Contingencies (Note 6)	3,341	3,500
- Payments for Trustees (Note 7)	1,811	0
Property		
- Insurance	5,824	5,655
- Utilities	22,894	26,000
- Maintenance	46,688	40,500
Contributions - Mission & Service Fund	25,934	25,800
- Special Appeals (Note 4)	12,619	2,000
Parkwoods Funds	<u>2,309</u>	<u>2,000</u>
Total Disbursements	<u>294,525</u>	<u>280,960</u>
Surplus (Deficit) of Receipts to Disbursements	<u>(11,198)</u>	<u>(3,360)</u>

Notes to Financial Statements (Year Ending Dec. 31, 2011)

NOTE 1 Miscellaneous Income includes the following.

Donations by	- United Church Women	750	
	- Loaves & Fishes	3,300	
	- Sunday School	76	
	- Ryde Lake Camp	250	
	- Young at Heart	375	
			<u>4,751</u>
- Loose Offering		1,700	
- Initial Offering (Envelopes)		171	
- Observer		380	
- PST Refund		7,127	
- GST Refund		2,354	
- Funeral Services		350	
- Bank Service Credit		<u>100</u>	
			<u>12,182</u>
			<u>\$ 16,933</u>

NOTE 2 Facilities Income was received from:

- Toastmasters	3,277	
- Congregations	34,189	
- Elections Ontario/Canada	39,730	
- Functions	<u>2,645</u>	
		<u>\$79,842</u>

NOTE 3 Fund Raising included the following activities.

- Maple Syrup	162	
- Quilters to Landscaping	902	
- Silent Auction	100	
- 50 th Anniversary	<u>23</u>	
		<u>\$ 1,187</u>

NOTE 4 Special Givings included the following donations which were remitted to their recipients.

- M&S Easter	1,320	
- M&S Thanksgiving	1,285	
- M&S Christmas	1,257	
- M&S Penny Drive	252	<u>4,114</u>
- Massey House	1,356	
- Rayoak Food Bank	965	
- Somali Relief	3,788	
- Japan Quake	2,675	
- Kenya Gift of Caring	<u>3,835</u>	
		<u>12,619</u>
		<u>\$ 16,733</u>

Notes to Financial Statements (Year Ending Dec. 31, 2011) cont'd.

<u>NOTE 5</u> Gifts to Parkwoods Funds were received for:		
- Memorial Fund	353	
- Benevolent Fund	<u>1,956</u>	
		<u>\$ 2,309</u>
<u>NOTE 6</u> Contingencies		
- Bank Charges/ Cheques/ Corr	341	
- UCW	91	
- Welcome Back Luncheon	202	
- Rent Rebate	2,484	
- Miscellaneous	<u>223</u>	
		<u>\$ 3,341</u>
<u>NOTE 7</u> Payments for Trustees		
- Fire Alarm/Monitoring	1,811	
		<u>\$ 1,811</u>
<u>NOTE 8</u> Current Account – General Fund		
<u>NOTE 9</u> Investment for Short-Term Disability Reserve		
<u>NOTE 10</u> Investment for Refugee Fund		
<u>NOTE 11</u> Investment Account- receiving & selling stock donations		

Accountant's Report

Financial Statements of

PARKWOODS UNITED CHURCH

Year ended December 31, 2011
(prepared without audit)

REVIEW ENGAGEMENT REPORT

To the Trustees of Parkwoods United Church

I have reviewed the accompanying statement of assets and liabilities of Parkwoods United Church as of December 31, 2011, and the related statement of receipts and disbursements and funds held in trust for the year then ended, in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussions related to information supplied to me by Parkwoods United Church.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

Note 2 indicates that Parkwoods United Church is following the cash basis of accounting when recording revenues and expenses. This is a departure from Canadian generally accepted accounting principles, which would have Parkwoods United Church record revenue and expenses on the accrual basis of accounting.

As a charitable organization, Parkwoods United Church derives the majority of its receipts from donations, which by their nature are not susceptible to complete review verifications. Accordingly, the verification of receipts from those donations was limited to the amounts recorded with the bank deposits.

Except as described in the two preceding paragraphs, as to cash basis accounting being used and limited verification of donations, based on my review, nothing has come to my attention that causes me to believe that the accompanying financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

Toronto, Ontario

Jennifer L. Hay, CMA

PARKWOODS UNITED CHURCH

Balance Sheet

December 31, 2011, with comparative figures for 2010

	2011 \$	2010 \$
ASSETS		
Current		
Cash and short term investments	56,571	66,516
Total current assets	56,571	66,516
Capital Assets	1,192,803	1,192,803
Total Assets	1,249,374	1,259,319
LIABILITIES		
Short-term disability reserve	23,886	22,671
Total liabilities	23,886	21,671
Net Assets	1,225,488	1,236,648

See accompanying notes to financial statements.

ON BEHALF OF PARKWOODS UNITED CHURCH

----- Trustee

----- Trustee

PARKWOODS UNITED CHURCH

Statement of Receipts and Disbursements

Year ended December 31, 2011, with comparative figures for 2010

	2011	2010
	\$	\$
<hr/>		
RECEIPTS		
Envelopes	151,714	161,942
Facilities income	79,843	42,273
Fund raising	1,187	15,592
Special givings	16,733	17,075
Parkwoods funds	2,310	2,146
Trustee reimbursement	4,608	18,019
Miscellaneous	16,933	18,246
Interest income	10,038	24,503
	283,366	299,796
<hr/>		
DISBURSEMENTS		
Ministry and personnel	152,826	130,627
Committees and Services	25,431	64,479
Property	75,406	58,383
Contributions	38,553	39,150
Parkwoods funds	2,310	2,146
	294,526	294,785
<hr/>		
Surplus (Deficit) of Receipts to Disbursements	(11,160)	5,011
<hr/>		
Net Assets – beginning of year	1,236,648	1,231,637
Net Assets – end of year	1,225,488	1,236,648
<hr/>		

See accompanying notes to financial statements.

PARKWOODS UNITED CHURCH

Notes to Financial Statements

Year ended December 31, 2011

1. Nature of Business

Parkwoods United Church ("Parkwoods") is a member of the United Church of Canada and formed its congregation in 1960 to provide a place of worship and community well being. Parkwoods is governed by a Constitution and by an elected council encompassing leadership positions in the following areas: Worship, Outreach, Communications, Membership, Pastoral Care and Christian Development carry on the business of the church and is responsible to act for the Congregation in all pastoral, business and other matters except those specifically designated in the Manual of the United Church as congregational responsibilities.

2. Summary of Significant Accounting Policies

Parkwoods uses the cash basis of accounting for recognizing revenues and expenses. Under this method revenue and expenses are recorded only as they are incurred. These financial statements measure the assets, liabilities, revenue and expenses on a cash basis.

The preparation of financial statements in conformity with Canadian generally accepted accounting principles would require the accrual basis of accounting to be used for recognition of revenue and expenses. Under accrual accounting management is required to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates include providing for amortization of capital assets.

Membership Additions and Deletions – 2011

Table 1 - Received into Membership Membership: by Re-Affirmation and Renewal of Faith Proclaimed in Baptism

“There is one body and one Spirit, just as you were called to the one hope of your calling, one Lord, one faith, one baptism, one God and Father of all, who is above all and through all and in all.”

Betty Hart	Eunice B. Leano-Hawkins
Monica Scriver	Robyn Hawkins
Dean Pulfer	Loraine Henry
Loreen Naylor	Marilyn Manners
Amihan Boongaling	Celestine-Theresa Singh
Anya–Kay Dixon	

Table 2 – By Baptism and Profession of Faith

*“A child will come into our lives with open hearts, open eyes.
We surround them with a love outpoured”*

Table 3 – In Memoriam

*“I am the resurrection and the life, He who believes in me, though he dies,
yet shall he live.”*

Donald George Bawtenheimer	Joan D. Simons
Timothy Bruce Crew	Linda Elizabeth McKenzie
George Elmer Dee	Frances Mary Elizabeth Foley
Phyllis May Thomas	

Table 4 – Marriages

“What therefore God hath joined together, let no one put asunder.”

Darren Michael Takeda and Angela Lesley Devine

United Church Women

Although our number of members is declining, we still manage to keep the givings and activities steady as in other years. On Mothers' Day we remembered Massey Centre with a special offering and collection of mother and baby items. Thank you to all who contributed.

Our spring general meeting was held in May. It was well-attended. Our guest speaker was Major Rebecca Talbot of the New Zealand Armed Forces. Her presentation was well received.

On July 1st, Mabel French stepped down as UCW president and Rita Kent is now taking over the position. We thank Mabel for her many years of dedication and hard work. She will surely be missed.

On Monday November 28, 2011, we held our Annual Meeting and Candlelight Service. Loreen Naylor, our guest speaker, gave a very interesting look into their family's life as missionaries in Sierra Leone. The service closed with the singing of Silent Night by candlelight.

We would like to remember two former members of the UCW who passed away this year. They are Joan Simons and Fran Foley.

Rita Kent
UCW President

PARKWOODS U.C.W. FINANCIAL REPORT FOR 2011

RECEIPTS FOR 2011

OFFERING	2,501.75
THANKOFFERING	448.50
OTHER	<u>300.00</u>
	\$3,250.25

DISBURSEMENTS FOR 2011

THANKOFFERING	448.50
PRESBYTERIAL	155.00
PROGRAM EXP.	75.00
PARKWOODS	750.00
M&S	750.00
BENEVOLENT FUND	200.00
DONATIONS	600.00
MISC.	<u>146.41</u>
	\$3,124.91

BANK BALANCE AS AT DEC.31, 2011 **\$4,272.95**

Music at Parkwoods in 2011

A bunch of thanks to everybody in the congregation for your ongoing support and encouragement throughout the year. Our wonderful staff at Parkwoods makes a great team to serve God and the people. Also thanks to the Chair of M&P, Lynda McCowan and my liaison Dolores Samuels for their caring support.

So many gifted members of Parkwoods, singers and instrumentalists, contributed to our services sharing their musical gifts. We always look forward to the performances of our Junior Choir. Thanks to Sharon McKenzie-Bone and Helen Bawtenheimer for their skilled leadership. Your efforts, time and faithfulness are very much appreciated! A lot of thanks to Brian Jeffs for his talent and commitment. Thank you everyone who contributed to our summer services making them really special.

We all enjoyed our guest choir, "Choral Expressions" participation at one of the fall worship services. December was marked by the annual Christmas Concert. After long hours of practice and a number of 'surprise' additions to our choir, we presented a **Canadian Christmas Story**. We were truly blessed by having two guest conductors this year: Philip Lee and Carol Dunn. Special thanks to our skillful sound technician David Gurd for the job well done. A big thank you to everybody in the Senior Choir for your talents, love to sing and enthusiasm. Thanks to our faithful Choir President Carol Keffer for her ideas, time and devotion.

We all look forward to another MUSICAL year!

**Musically yours,
Yvette Gudas**

Senior Choir Financial Report

Balance Forward Dec 31/2010 **\$ 1903.33**

Receipts:

CD Sales	\$ -	
Donations	\$ -	
Dues	\$ 132.00	
Interest	\$.82	
Christmas Concert	\$ 419.05	
Petty Cash In	\$ 23.91	
Total	\$ 575.78	\$ 575.78

Disbursements:

Cheques	\$ 644.66	
Social (B.B.Q.; Coffee Nights)	\$ -	
Cards/Postage	\$ -	
Christmas Concert Expenses	\$ -	
Petty Cash Out	\$ 23.91	
Total	\$ 668.57	\$ 668.57

Year End Receipts vs Disbursements: Balance **\$ 1810.54**

Note 1: \$142.00 reserved for Zephyr Fund was topped up to \$150.00 and paid out to candidate. This action terminates the fund.

Note 2: Dues are held in Petty Cash until deposited.

COUNCIL COMMITTEE REPORTS

Presbytery

Toronto Southeast Presbytery (TSP)

Parkwoods United Church has been part of the Toronto Southeast Presbytery (TSP) since July 2009. The Presbytery is committed to enabling and supporting good, faithful and healthy communities of faith within its member Pastoral Charges. Now in its third year, the Rev. Jim McKnight is Chair of Toronto Southeast Presbytery for the 2011-2012 church year.

For the past ten years, I have been the Presbytery Representative for Parkwoods United Church. As well I now serve on the Executive Committee of TSP. In my role as Presbyter, I have responsibilities both to Presbytery and to Parkwoods. First, participation at Plenary meetings with clergy and other presbytery representatives to voice opinions and vote on issues brought before Presbytery. During these meetings the activities of many churches are highlighted as well as discussions regarding issues affecting the United Church as a whole. Secondly, I serve as Chair of the TSP Communications Committee. Reports from Presbytery meetings are made regularly to the Parkwoods Council and any decisions or activities affecting the life and work of our congregation are shared accordingly.

Over the past year, Toronto Southeast Presbytery has been involved in a mandated triennial Review of our Governance Document (the Governance Handbook). This Review is running concurrently with the Toronto Conference Restructuring Review of the restructuring undertaken in 2009. With these reviews, TSP Presbytery Executive and administrative teams are currently engaged in reflection and discussion of where we are and where we should be heading. As a member of the Executive team, it is a challenging venture on how we enact our Vision statement.

Other important dialogues, in which our Presbytery has been engaged, are the faith and beliefs of the church, both past and present. All United Church presbyteries and congregations across Canada have received documents on the remits before the church in 2012, related to the Doctrine Section of the Basis of Union. Remits are required whenever an amendment to the Basis is proposed by General Council. The Basis is *"the constitution of our church, containing the doctrine and polity intended to govern its corporate life"*.

Over the years, as our theology has responded to our context, statements have been added and adapted each reflecting the changes in our faith that express the beliefs of our times, such as a new awareness of our call to be better stewards of the earth. Three questions about doctrine are being asked of us and we, as a reformed faith community have the invitation and duty to reflect, affirm, and renew these statements of faith - an invitation to extend the Doctrine as a living document with faith statements reflective of the present time. In the spring of 2012, United Church presbyteries and the sessions of all pastoral charges will be asked to vote on these remits. An affirmative majority is required to amend the Basis of Union.

In Toronto Southeast Presbytery it is hoped that all congregations will learn with/from each other, bonds of shared ministry will be forged and lively, affirming worship and outreach will be witnessed.

Respectfully submitted,

Lynda McCowan

Presbytery Representative (TSP)

Ministry & Personnel

The Ministry and Personnel Committee is pleased to report that Parkwoods has had a full staff complement supporting its needs throughout the year 2011 and rejoices with Congregation and Council that we can venture forward, knowing our needs will continue to be well served in the coming year.

Rev. Randy Naylor celebrated his first anniversary as our full time minister on October 1st 2011. We are most fortunate to have him and Loreen as part of our Church family. Parkwoods is a busy place of worship, meetings and fellowship and we have been witness to the numerous talents of Rev. Randy over the past year; he has been an inspiration to the Parkwoods congregation. His leadership in meaningful worship, on Council, Church committees and commitment to Toronto Southeast Presbytery have been blessings within the Parkwoods pastoral charge. Rev. Randy has contributed renewed energy and ideas in Christian growth to our worshipping community with his introduction to the scriptures, personal words of welcome to begin worship service, Psalm refrains, and his inclusive warmth and care in service and personal contact with children and adults alike.

Yvette Gudas, our Music Director continues to be an asset to Parkwoods, enhancing our worship services with inspiring and glorious music. She seeks the best of music arrangements, coordinates musicians and accompanists, and encourages new voices in the choir. This is not a small undertaking! The music program continues to be a core strength of ministry at our Church. The Parkwoods community is most appreciative of Yvette's musical talents and contributions.

Glory Atchison-Wigle is a woman who gives her heart and soul to Parkwoods, serving as Office Administrator and coordinator for the many people connected to our Church. With its many tenants, Parkwoods is an active place of worship, social activities and meetings. Glory not only supports the ministerial functions, she supports the congregation, its committees and the communities using our facilities. We are blessed to have Glory administering our church office.

Over this past year, we can be thankful to Ron Lyner who was employed part time on Sunday mornings, ensuring our Church was in order for worship services. After much deliberation on budget and efficiencies, the Parkwoods Property committee has decided to fully utilize the services of Murphy's Maintenance to include all custodial needs of Parkwoods in 2012. M&P will however retain Ron Lyner on the payroll should occasional work be required. Thank you Ron for your continued support of Parkwoods United Church.

On behalf of Parkwoods, we extend words of appreciation to the Rev. Randy Naylor, Yvette Gudas, Glory Atchison-Wigle and Ron Lyner, acknowledging their excellent efforts this past year. Although he is not always physically with us, a special note of thanks to the Reverend Bob Shorten, our Minister Emeritus, for his ongoing care and concern for the Parkwoods community.

The Ministry & Personnel Committee continues to devote its efforts to ensure good working relationships between staff and the Church congregation. A sincere thank you to my ever dedicated M&P Committee volunteers - Norma Evans (Office Administrator Liaison) and Dolores Samuels (Music Director Liaison).

Respectfully submitted

Lynda McCowan
M & P Chair

Worship Committee

Many activities fall under the Worship Committee umbrella-from ushering, to overseeing the sacraments, to the flow of a Sunday service, to the visuals within the sanctuary.

A great deal of time has been spent this year checking out what visuals might enhance the worship experience within our sanctuary. A sub-committee of Worship has been visiting neighbouring churches to see how additional visual aids could be used within the Parkwoods sanctuary. This is to be an in-depth study that is not entered into lightly or quickly. To date initial findings have been presented to Council with additional explorations to be pursued by other committees of Council.

Highlighted are just a few of the special services of the past year:
our Lenten and Easter services;
our summer services that were held in the lower hall;
our Remembrance Day and Anniversary Sunday services;
and our Advent and Christmas services.

Many thanks need to be expressed to the hard working members of this committee for all their time and efforts during this past year and to all the Parkwoods folk who provided leadership during our worship experiences.

As well thank you to Rev.Randy for his excellent sermons and to his "introduction to the Scriptures" which gives us a more detailed understanding of the scriptures each Sunday. Special thanks to Ron Wigle for chairing the Worship Committee during the first half of the year and to Don French for co-chairing during the second half of the year. Both of these individuals are retiring or have retired from the committee and their leadership and commitment will be missed.

Bev Miller
Co-chair of Worship

Sound Team

The regular team members, Ken McKenzie, David Bone, Don French, Cam Ferguson and Dave Gurd continued their faithful stewardship of our sound system during 2011.

Ron Wigle rejoined our team in March replacing Mike Reid and Anya-Kay Dixon joined the team in June, replacing Dave Gurd on a regular basis. Thank you to all for your dedication to this important part of our Sunday worship.

This year for the Choir Christmas concert, equipment was rented (two speakers, power amplifier and required cables). These were placed at the front of the church on either side of the choir. This allowed the choir to better hear the accompanying music played over the sound system. All other speakers in the sanctuary were turned off and the effect for the choir and congregation was very positive.

A number of our church members are using the hearing-assist equipment with good results. Parkwoods purchased this equipment several years ago in preparation for this reality. We continue to tape Sunday morning services. These are kept in the church office for about four weeks. Anyone interested in hearing a particular service may borrow them.

David Gurd
Sound Team Co-ordinator

Membership

Our congregation has been greatly enriched this year by having eleven new members join the Parkwoods' family. The membership committee hosted Sunday morning breakfasts in May and November for the Council to meet and welcome these new members and other people who have been visiting the church for several weeks.

Every Sunday, immediately following the service, "coffee time" is hosted by a wonderful group of volunteers. This is a special time for the congregation to spend time together and enjoy the friendship of regular members as well as meet new people who have come to share our worship service. We would welcome any members who would like to take advantage of the opportunity to share in this activity by adding your name to the list of willing coffee makers.

Often on a Sunday there are people visiting our church. The Membership Committee tries to be alert to this and make each visitor feel that Parkwoods is a warm and welcoming congregation.

Carolyn Horton and Donna Leistner
Membership Co-chairs

Pastoral Care

My, the years pass quickly – here we are reporting on the Pastoral Care Team activities once again. Some may question the term “active.” Our committee is fairly low key – very few meetings – no events to call attention to our role. However we try to provide some extra TLC to any of the congregation with special needs such as short or long term illness, hospitalization or times of stress.

We attempt to be of help to our minister, Rev. Randy who contacts and visits regularly when required. Our aim is to keep in touch by telephone and sending notes and cards to folks in Nursing Homes, Retirement Residences or those who are unable to attend Parkwoods regularly due to illness or infirmity. We like to consider any folks in the Parkwoods Family as part of our “Circle of Friendship & Caring.” Be sure to let us know if you hear of someone who is ill or in hospital. It is unfortunate, but sometimes we do miss someone who might enjoy a contact. We would rather be told by six people than to be unaware of someone’s need. Anyone is welcome to make a call themselves. You’d be surprised how good it feels! Many thanks to our team members for their loyalty and dedication through the years and we all wish you a great 2012. Our motto is “WE CARE ABOUT YOU.”

Barbara Griffin
Pastoral Care Chair

Prayer Network

We in the Prayer Network offer daily prayer to those in need in our congregation and beyond. We pray for persons who have asked for prayer support during illness, bereavement and other difficult times in their lives. A prayer request can be made directly to us or our minister or Glory Wigle in the office. All requests are confidential.

There are currently 12 members in our group. We have been active since 1993. We meet together every other month to support and update one another on prayer needs. As a group, we draw strength knowing that God hears our prayers.

Carol Jeffs
Co-ordinator

Outreach

The Outreach Committee is the initiating and steering body for a wide range of outreach activity that takes place at Parkwoods United Church. The outreach record of 2011 achievement reflects the initiative and effort of many volunteers and donors who gave generously of their time and talent to both ‘tried and true’ activities, and some new initiatives. Also impressive this past year was the outpouring of the congregation’s money gifts in response to the drought and famine in the Horn of east Africa, and its refugees within Kenya.

2011 Christmas Outreach at Parkwoods:

For the Season just past, warmest thanks to the great many emergent leaders and donors who brought glad tidings to Christmas Outreach. The activities included a special Christmas Service at Rayoak Place (formerly Meadowcroft), Christmas Cheer Bags, the Mitten Tree, Operation Christmas Child, and the Gift of Caring; special contributions of money and food were made for Rayoak Foodbank and, similarly, seasonal boosts were given to year-around donations to our Shelters: Out-of- the-Cold, Massey Centre, and Eva’s Place.

The **Gift of Caring** is a program based on the vision of two Parkwoods Outreach Members, both of whom have deep links to a tiny impoverished village in rural Kenya—home to an orphan shelter, and HIV positive adults, mainly women. In its 2nd year, The **Gift of Caring** offers a program of alternative

Christmas gift-giving to support the orphaned children, and adults, in three key areas: 1) improving nutrition by providing goats, chickens and rabbits, 2) education i.e. school uniforms and shoes, 3) self-sustaining futures, by facilitating start-up activities such as raising rabbits and chickens, supplying knitting materials etc. Several thousand dollars has been donated by the congregation for each of the past two years. To provide irrigation

essential to growing vegetable gardens, the replacement of a water pump is being considered as ongoing campaign results warrant. 100% of money donated goes directly to the project.

Other key outreach activities for the year included:

- Loaves and Fishes, (see separate report) and Quilting Group (see separate report).
- The weaving of Sleeping Mats, crocheted from Milk Bags~ addressing local recycling and global sleeping needs.
- An Outreach Worship Service in May with a focus on myriad forms of outreach ongoing at Parkwoods, including the extensive outreach provided by the Linkert Memorial Fund, through its operational Committee.
- The Canada Day Burundi Drumming/Dancing ensemble led by Fred Nzeyimana.
- An Iftar Dinner to celebrate the end of Ramadan, co-orchestrated to establish the special rapport of Parkwoods with the neighboring Muslim Community.
- Through-the-year liaison with Massey Centre, Eva's Place and Out-of-the Cold.
- Outreach administered by our Minister through the Benevolent Fund.
- Parkwoods' involvement and leadership with Young at Hearts.
- Ongoing liaison with Metro Police Division 33, to foster community safety.
- Parkwoods' leadership within the local Brookbanks Chapter of the African Grannies Project.
- Weekly pick-up and delivery of congregational food donations and a supermarket's day-old bakery goods for Rayoak Foodbank.
- Support for the adjoining Apartment Building through shared management activity.
- Liaison with the neighbourhood Parkwoods' Plaza Development Building Project.

Collegial Support Multiplies Outreach Impact: The Outreach Committee works in common cause with the Mission & Service, Pastoral Care, and the Linkert Memorial Fund Committees to serve local and global causes in our community and the wider church. We have been blessed this past year with the enabling support of the Rev. Dr. Randy Naylor and Lorean Naylor, who brought wise counsel and matching commitment in support of Outreach

John Horton
Chair, Outreach

Mission and Service

This year it has again been my privilege and honour to serve as your Mission & Service Representative and enthusiast. I have endeavoured, on a monthly basis, to keep the message of M & S alive by highlighting the work and support done by this branch of the United Church – in our cities, throughout our country and in 39 countries worldwide. I trust the readings have been interesting and informative. Mostly, it is an effort to keep us mindful of the need that exists everywhere and also the ability of the United Church to respond to natural disasters and crises that seem to be happening on a regular basis throughout the world.

This past year, I started involving members of our congregation who hail from other countries to participate in the presentations. I will continue to do this. I also spent a morning with the Sunday School children talking to them about what M & S does locally and globally.

Our most enthusiastic effort this past year was the summertime collection of pennies by our children and adults of the congregation. The response was great. We also had many helpers the morning we sat down to count and roll the pennies in preparation for the bank. Thank you again for your help.

Thank you all for your ongoing support and enthusiasm for our Mission & Service Fund.
God bless your generosity.

Dolores Samuels
M & S Representative

Brookbanks for African Grannies

Our Grannies had another successful year and are growing in numbers beyond Parkwoods to neighbouring churches and the community. This has been our hope since beginning in 2007. We continue to raise awareness and funding for the Stephen Lewis Foundation to support grandmothers in Africa who are raising their grandchildren. These grannies have buried their own adult children who have died from HIV-AIDS.

In May, we had a "grandmothers and others" Spring Tea at Donway Covenant U C. The afternoon included a silent auction, a used jewellery sale, and a fashion show featuring vintage wedding dresses. As well, guests were entertained by the beautiful voices of a woman's choir. The event was well attended and enjoyed by all! This event raised more than \$4,000.00 for the SLF.

In November, we set up a table at the Jubilee Craft Sale, where we sold our handmade scarves and necklaces, as well as vintage jewellery. This too was a successful venture, and we were able to focus attention on the needs of our African Grannies.

Our total fundraising for the year was \$6,665.00: A good effort and great fellowship. We will be meeting in 2012 to discuss other possible fundraising events. We'll keep you posted.

Members of the grannies of 2011 as follows:

Past co-chair - Carol Jeffs

Co-chairs - Eileen Simons and Jeanne Kennedy

Treasurer - Donna Leistner

Secretary - Val Taylor

Betty Hart, Peggy Corbett, Maaiké Russell, Dolores Samuels, Joan McCalmont, Rena Winter, Carolyn Horton, Sheila Brown, Marie Richards, Val Samuels, Judy Wells, Geraldine Campbell, Lorraine Beech,

Val Taylor & Carol Jeffs

For all the Grannies

The Wayne & Mary Linkert Memorial Committee

The Wayne & Mary Linkert fund is dedicated to Outreach and Pastoral Care initiatives. In 2011, donations were made to:

Out-of-the-Cold

Prayer Shawls

Burundi Family Education

Japan Relief

Sparrow Lake Camp

Bill Crew Memorial (SLC)

Ryde Lake Camp

Lake Scugog Camp

Massey Centre

Ina Grafton Gage Home

Somalia Relief

Rayoak Food Bank

Christmas Cheer – Outreach

Parkwoods Benevolent Fund

Committee members are: Sandra Chapman & Carol Keffer (co-chairs), Bud Bray, Norma Evans, Cam Ferguson, Don French, John Horton, Carol Jeffs and Rita Kent.

Sandra Chapman & Carol Keffer

Co-chairs

Christian Development

The Sunday School year came to a close for the summer with several questions as to what would happen in the fall, as there were no replacement teachers to give Lynda McCowan and Nancy Jean Nickel a rest. In September we started Church School in the lounge because Elections' Ontario were using our downstairs rooms. We also postponed the "Back to Fall BBQ" for the same reason. As of the beginning of October we had a wonderful lift in spirits when Anya Kay Dixon came along and offered to teach Sunday School! She has been doing a fantastic job and everyone is happy with her leadership.

Tianna Forde has frequently been looking after Baby Care with Glory Wigle overseeing the volunteers assisting in this activity. Let me express my sincere thanks to all who have come forward to help in this past year.

Don and I have been involved as co-ordinators of the Parkwoods' Book Club which was started by the Rev. Dr. Ellen and Rev. Dr. Gary Redcliffe. We average between 10 to 12 attendees each meeting and we have had a marvelous time over a light supper sprinkled with a lively discussion of the book we have just finished for that month. Some of the books we have read in 2011 include: The Elegance of the Hedgehog, Keeping Faith, Lamb, The Shadow of the Wind, Samurai Garden and Rain of Gold. We would encourage anyone who enjoys reading to come out and join the group if they have read the book that has been chosen for that month.

Mabel French
Chair, Christian Education

Sunday School

The Sunday School has continued played an important role in Parkwoods' Outreach programs as they eagerly look for caring ways to contribute to the many projects that our church community sponsors. During an Outreach Worship service last May, the children celebrated with the congregation in the projects they had been a part of: assisting to make milk bag mats for children in Haiti, contributing gifts for boxes for Operation Christmas Child, preparing greeting cards and notes for the Christmas Cheer bags, and our Gift of Caring for the Kenyan orphans – monies to purchase school uniforms.

In September, the children brought in the pennies collected over the summer for the Pennies for Mission project. Dolores Samuels visited the Sunday School to explain the work of Mission and Services and how monies collected will help. The children enjoyed the tedious undertaking of rolling pennies, knowing that the pennies would be for a good cause. The other Outreach project the children continue to sponsor is Project Kenya. Learning that some of the orphans required shoes for their school uniforms and chickens were needed in the orphanages, the Sunday School offerings for the year 2011, went to supporting the Kenyan orphanages.

All these projects connected nicely with our Sunday School curriculum, focusing on God's love for all people. In addition to our prayers for orphans and those in need, the children appreciated a 'hands on contribution' to these worthwhile causes.

We have had approximately ten to eighteen regular attendees in our Sunday School, eager and thirsty for knowledge, and it is has been a privilege to be with them on Sunday mornings. Most of the children are Junior and Intermediate ages, and with very few younger students it has been challenging to keep all the children together with a variety of activities suitable for all age groups. Early in 2011, we were able to sustain multiple activities with assistance from members of the congregation. Special thanks to Glory Wigle, Norma Evans, Honour McKenzie, Jock Lumsden, Dolores Samuels, and Tianna Forde.

In the fall of 2011, Anya Kay Dixon, who grew up in the Parkwoods Sunday School, approached us, willing to coordinate and teach the Sunday School. Anya Kay is a recent graduate of University of Toronto, majoring in English and Drama. How fortunate we are that she is willing to share her creativity and teaching abilities with the Sunday School children!

Looking ahead, the Sunday School children will be devoting their time to prepare for a musical drama, during the lesson time on Sunday mornings. With leadership from Marg Crew and Anya Kay Dixon, we can anticipate a wonderful presentation of "A Technicolour Promise" scheduled for a worship service in the spring of 2012.

Of course we could not have continued our Christian Development program in 2011, without the leadership of our devoted Chair, Mabel French, and my faithful partner, Nancy Jean Nickel. Blessings and appreciation!!

Lynda McCowan

Communications

In 2011 "***Parkwoods Alive!***", our church newsletter was published three times - April, June and November. The newsletters are distributed after church, by e-mail, by mail to those who cannot attend church and by some church members delivering to neighbours and friends. You are encouraged to receive your newsletter by e-mail to reduce the cost of printing and postage.

The **Annual Report**, published in advance of the Annual Meeting in February, contains financial reports and details of committee and group activities which took place during the year.

'***This Week @ Parkwoods***' was launched in February 2011, with thanks to Jim Ray Sanchez and Rev. Randy. This is a weekly update of what is happening at Parkwoods and is sent by e-mail to members of the congregation who have provided the church office with their e-mail address.

The Parkwoods' **website** is kept up-to-date with the assistance of Webmaster, Cliff Hope. Information regarding church group activities, announcements, a monthly activity calendar, Council contacts, a list of Sunday services, weekly Sunday bulletins, special events, photos, the "***Parkwoods Alive!***" newsletter, the Annual Report and much more are included on the website.

The **display cases** in the Narthex have been used during the past year to highlight the work and activities of various groups at Parkwoods.

Photo Albums commemorating Parkwoods' 50th Anniversary in 2010 have been compiled, thank you to Carol Keffer. The albums contain photos of Homecoming Weekend and the various fun-filled events leading up to our anniversary weekend.

The three scrolling **signs** that were installed in 2010 and the stationary sign on Parkwoods Village Drive have served their purpose very well. These signs offer ample space to let the community know of our church services and activities. In fact they have done just that! On numerous occasions during the past year we have welcomed folks from near and far who have stopped in to join us for worship or a special function.

Advertising was done in the North York Mirror and in the Don Mills Residents Inc. Newsletter at various times throughout the year to alert the wider community of special worship services or activities taking place at Parkwoods. This format has also had positive results by drawing visitors from the surrounding community.

Other material available at the church for your information:

United Church Observer (by subscription)

Our Daily Bread Bible Readings (free)

The bulletin board in the foyer offers church, community and outreach news.

Sincere thanks to Carol and Burt Keffer, Jim Ray Sanchez, Ian Carreon and Mary Crozier for their expertise and support during the past year.

Carol Gurd
Communications Chair

Property

My challenge is to summarize a busy portfolio to meet the requirements of an Annual Report. With the mid-year departure of Mac and Linda McInnes to Kenora, I accepted the role of Interim Property Chair, which I still hold. Their dedication to BOTH the Property and Treasurer portfolios was noted on their departure but we should have said more!

I have had a lot of help with this interim responsibility. Glory Wigle has been of great help in managing our tenants. She does so with firmness and sensitivity; both attributes being essential to maintaining a good relationship with them and maintaining a significant component of our revenues.

The outsourcing of our Custodial needs has been very successful.... Rod Murphy and his associates are knowledgeable and professional in their work, responding very well to the requirements of a busy Church. Our thanks to Ron Wigle in leading the Landscaping Project. As well, Ron contributed considerable personal time in volunteering to cut our grass for the summer. He worked closely with Rob Chancy of Greenworks in the design, approval and implementation of the changes that were made. Both these 'projects' have made a huge difference in the appearance of our building and we are grateful to Ron for his leadership.

From time to time, our facility requires maintenance and the response of various members to these small, but important activities is appreciated. A few come to mind as I write this report.....Brian Jeffs, Dave Gurd, Arnie Buchanan, Ross McKenzie, Doug Smith, Burt Keffer and Lynda McCowan. I apologize for others that I may have missed. It's been a team effort and we appreciate it very much.

We also need to recognize and thank Joanna and Jay Lumsden and their emerging team of 'young people' who have been very active in readying our sanctuary for Sunday service, shovelling snow, arranging hymn books etc. This has evolved solely with their initiative and their energy.....both of which are demonstrably abundant.

Not surprisingly, our heating system required some extra maintenance this year, prompting the question of replacement. Although the cost would be significant, I recommend we examine the alternatives and evolve a strategy to deal with this issue soon.

Cam Ferguson
Interim Property Chair

GROUP ACTIVITIES

Loaves and Fishes

Our 'end-of-the-month' lunches have continued, with the exception of the months when "election people" were occupying the George Connolly Hall. Council provided a "free lunch" on October 30th to thank the congregation for the inconvenience of being unable to use the space downstairs this fall.

We have been able to provide receptions for memorial services for Tim Crew September 23rd, George Dee, September 24th, Joan Simons, October 30th and Linda McKenzie, November 26th.

We provided dinner in June and a turkey dinner at Christmas for Young at Heart and a turkey dinner for the Toastmasters group.

There are 8 to 10 women in our group who work well together in the kitchen. We are grateful to the children who help clear the tables and the men who put racks of dishes in and out of the dishwasher.

We hope you will join us for lunch the last Sunday of the month. It's a great way to meet and get to know our church family. Tickets are on sale the two Sundays before the lunch. We do not like to turn people away, so PLEASE get your tickets as we need to know how many to expect so we can shop accordingly.

Lois Keir

Quilting Group

Craft Projects and quilts have kept our little group busy. We are starting to make lap quilts for ALS (Lou Gehrig's) patients – a worthy cause. When you purchase any of our crafts, you are helping us to buy materials for the quilts. We have also been fortunate to have some former quilters give us some of their cottons and the beginnings of quilts.

Anyone is welcome to join us Monday mornings at 9:30 for coffee and a social time while making quilts or crafts.

Lois Keir

Men's Fellowship Group

Parkwoods Men continue to be active in many areas of our church life all year. We did come together on March 8th to prepare another Pancake Supper. About 90 folks joined in for food and fun. Thanks to our customers and to all the guys.

Brian Jeffs

Young At Heart (YAH)

YAH will be 47 years old in 2012.

In 2011 we continued our bridge and euchre programs during the January - May and September - December periods (Fridays at 12:00 in the Church Hall). We were relocated to the Boardroom at Brookbanks Non Profit Homes while Elections Canada and Elections Ontario occupied our usual space at Parkwoods, and are very appreciative of Brookbanks' hospitality.

We continued to increase our emphasis on social activities, and in addition to our customary Spring Luncheon and Christmas Dinner, both catered by The Loaves and Fishes, we enjoyed two Sandwich Luncheons. Unfortunately we were unable to obtain sufficient support for our usual day trips, but we hope to resume in 2012.

Our activities were funded in part by monthly white elephant draws where member's cast offs become other member's treasures, where books are recycled to new readers and where "goodies" find new admirers.

New members would be most welcome. For additional information call Wally or Rena Winter.

Wally Winter

PARKWOODS UNITED CHURCH

51st ANNUAL CONGREGATIONAL MEETING SUNDAY, FEBRUARY 13, 2011 MINUTES

Call to Order

Ron Wigle called the meeting to order at 11:45 a.m.

Welcome

Ron Wigle welcomed everyone to the meeting. Ron noted that Carol Gurd would be the secretary for the Congregational Meeting and thanked her for agreeing to take on the role. David Gurd would be the sound technician and would tape the meeting

Prayer: Rev. Dr. Randy Naylor

Mission Statement: Rev. Dr. Randy Naylor

The congregation read the Mission Statement.

Voting Procedure: Ron Wigle

Motion by Frank Hazelwood that according to section 113 of the United Church Manual, adherents present this morning be allowed to vote on temporal matters coming out of today's Annual Congregational Meeting. Seconded by Carol Jeffs. All in favour. None opposed. Carried.

In Memoriam: Ron Wigle

Ron asked the congregation for a moment of silence to reflect on the lives of Margaret Lillian Oliver, Russell Hazelwood, Mary Cecilia Pollett and Arthur Eric Reid. Rev. Randy Naylor then offered a prayer in their memory.

Minutes of the 2010 Annual Meeting

Found on pages 37 to 40 of the 2010 Annual Report. There were no errors or omissions noted. Carol Keffer moved the adoption of the 2010 Annual Report. Seconded by Lynda McCowan. All in favour. None opposed. Carried.

2010 Treasurer's Report: Linda McInnes

Referring to pages 10 to 12 of the Annual Report, Linda presented an overview of actual receipts and expenses compared to the Budget and noted almost everyone was able to fulfill their pledge in 2010, and many were able to give extra. Some who don't pledge continue to give their support. A good financial year was experienced at Parkwoods in 2010. A deficit of \$7,867 was projected, but a surplus of \$4,208 was realized. The great leadership and support of Rev. Ellen Redcliffe, Rev. Bob Wright in early 2010 and the welcome arrival of Rev. Dr. Randy Naylor in October, was acknowledged.

Receipts:

- **Envelope** givings on the Local side were over budget by \$11,366. or 101%, while M&S came in under budget at \$22,075 or 95%, but this amount was greater by \$2,253. than givings in 2009. Pledge cards are most important to forecast our budget each year.
- **Miscellaneous Income** was over budget by \$5,746 due to generous support of many church groups like the UCW, Loaves & Fishes, Young at Heart, Quilters, Guides and Scouts

- 2 -

- **Facilities** was over budget by \$272.00. The rental of our facilities in the amount of \$42,000 makes up a substantial amount of our revenue.
- **Interest – Maintenance Holdback and Interest from Minister's Housing Fund** was budgeted for \$33,000.00 from the Maintenance Holdback, \$11,000.00 of which was a carry over from 2009. We only used \$13,700.00 from the Maintenance Holdback. \$10,000.00 in interest was drawn from the Housing Fund as budgeted. As the cash flow for 2010 was good, the money was left with the Trustees for their wise investment.

- **Fund Raising** was over budget by \$10,592.00. There was money raised from Maple Syrup sales and the special appeal for the Landscaping Project (\$4,055.00 with \$1,000.00 from L&F). Being Parkwoods 50th Anniversary year our main focus was on many celebrations and Fund Raising would help with the cost. \$5,000.00 for regular fund raising was budgeted for the year. Starting with \$2,000.00 seed money, the Anniversary Committee scheduled all the activities and fund raising for the year and managed to cover all their costs with a surplus of \$5,976.00.
- **Special Givings**, totaling \$17,075.00, consist primarily of special purpose givings to Mission and Service and disaster relief support as explained in Notes of the Treasurer's Report.
- **Parkwoods Funds**, totaling \$2,146.00, are gifts of money given to the Memorial and Benevolent Funds

Disbursements:

- **Ministry and Personnel** was under budget by \$15,373.00 due to money saved on salary and benefits for a Custodian, which is now out-sourced, and also on benefits as both Rev. Ellen and Rev. Bob were retired ministers. Also, Rev. Bob only worked part-time during the summer.
- **Committees** did extremely well again in 2010. The Office budget was over-spent due to a few one-time expenses.
- **Contingencies** - The cost of \$6,875.00 for the new Landscaping Project is noted here, as it is not budgeted elsewhere.
- **JNAC/JSC** was well under budget.
- **50th Anniversary** was covered under Fundraising.
- **Payments for Trustees** were reimbursed for everything except \$2,797.00 for the heat exchanger, which is outstanding.
- **Property** insurance slightly more than budgeted, utilities under budget, Enbridge was down by \$3,000.00 and maintenance was under budget.
- **M&S** was over budget by \$1,066.00, which equals regular and special M&S amounts.
- **Special Appeals** in the amount of \$13,384.00, include the generous donations for Kenya, Haiti and Pakistan relief.

Linda McInnes asked for any questions from the congregation. When no questions were received, she moved the adoption of the Treasurer's Report. Seconded by David Griffin. All in favour. None opposed. Carried.

Ron Wigle acknowledged the thorough job that Linda has done and thanked her on behalf of the congregation.

Trustee's Report: Dave Griffin

Referring to pages 5 to 7 of the Annual Report, Dave noted that the financial status of Parkwoods is very healthy, despite a \$41,000.00 withdrawal from the fund.

Maintenance Holdback Fund: book value \$381,000 – Market Value \$418,000 as of December 31;

Minister's Housing Allowance Fund: book value \$302,000.00 – Market Value \$314,000.00;

Wayne and Mary Linkert Memorial Fund: book value \$71,503.00 – Market Value \$73,52.00

Dave Griffin moved acceptance of the Board of Trustee's 2010 Annual Report. Seconded by Cam Ferguson. All in favour. None opposed. Carried.

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Ministry & Personnel Report: Lynda McCowan

Lynda McCowan acknowledged that Parkwoods has had its challenges over the past number of years, but with the energy and celebration of our 50th Anniversary, 2010 has been one of renewal and eager anticipation to journey forward. She then reviewed the activities of staff, with thanks, during the past year.

- Members of the Ministry and Personnel Committee – Norma Evans (Office Administrator Liaison) and Dolores Samuels (Music Director Liaison);
- Rev. Dr. Ellen Redcliffe's support as Supply Minister January 1st to June 30th;
- Rev. Bob Wright accepting a part-time position from July 1st to September 30th;
- Rev. Dr. Randy Naylor as full time minister effective October 1st, with his first official service on Sunday, October 3rd;
- Rasa Gudiene, our Music Director, for her musical talents and contributions;
- Glory Atchison-Wigle, celebrating 10 years as Office Administrator, serves as an ambassador for the many faces connecting with Parkwoods;
- Mac McInnes, Chair of Property, for overseeing the maintenance of the church property and administering the contract with an external cleaning and maintenance firm;
- Ron Lyner, employed part time, who ensures the church is ready for our Sunday worship service;

- Rev. Bob Shorten, Minister Emeritus, for his continuing concern and care of the Parkwoods community.

Auditor’s Report: Jennifer Hay

Referring to pages 13 to 16 Jennifer Hay read the Auditor’s Report. She has found on the basis of a Review Engagement review that Parkwoods United Church is following the cash basis of accounting when recording revenues and expenses. Ms. Hay acknowledged the fine work of Linda McInnes in presenting the actual figures in detail and that her review consisted primarily of enquiry, analytical procedures and discussions related to information supplied to her by Parkwoods United Church.

Jennifer’s review does not constitute an audit and consequently does not express an audit opinion on the financial statements. Based on her review, nothing has come to her attention that causes her to believe that the financial statements are not in accordance with Canadian generally accepted accounting principles.

Cam Ferguson moved that the Auditor’s Report for 2010 be accepted as presented in the Annual Report. Seconded by Ken Foley. All in favour. None opposed. Carried.

Ron Wagle thanked Jennifer for her detailed presentation to the congregation.

Appointment of Auditor for 2011

Cam Ferguson nominated Jennifer Hay as Auditor for 2011. No discussion. Seconded by Glory Atchison-Wagle. All in favour. None opposed. Carried.

Approval of 2010 Annual Report

Ron Wagle thanked Carol Keffer for a ‘job well done’ in preparing the 2010 Annual Report. David Griffin moved to accept the 2010 Annual Report as printed. Seconded by Mary McCowan. All in favour. None opposed. Carried.

50th Anniversary Report: Carol Keffer

Carol, noting Lynda McCowan as Co-Chair, thanked the Anniversary Committee Members and the congregation for their participation to make 2010 a wonderful celebration year. It was a year filled with worship, music, fun and fellowship. There was much laughter and reminiscing, renewed friendships, old photos, a DVD slideshow and the skit about ‘Our Journey’. Many charter members, former members, staff and eight former ministers were in attendance

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Homecoming Weekend, November 20th and 21st, to celebrate the Worship, Work and Friendships of Parkwoods with us.

Transfer of the Council Chair

Ron Wagle gave a brief overview of his two years on Council as Junior and Senior Co-Chair. He thanked the many volunteers who support the church, Bev Miller as a mentor the past two years, Committee Chairs and Marg Crew for working with him the past year.

Marg Crew noted that Bev Miller and Don French, both long-standing members of Council, would not be sitting on Council next year and thanked them for their years of service and dedication to Parkwoods.

Marg Crew thanked Ron on behalf of the congregation for his leadership and presented him with a gift certificate for *Chapters* bookstore.

Nominations Report: Marg Crew

Marg Crew presented the list of nominations for the 2011 Council for acceptance.

Co-Chairs of Council:	Marg Crew & David Bone
Minister:	Rev. Dr. Randy Naylor
Treasurer:	Linda McInnes
Secretary:	Ian Carreon
Christian Development:	Mabel French (until June 2011)
Communications:	Carol Gurd

Membership:	Carolyn Horton & Donna Leistner
Ministry and Personnel:	Lynda McCowan
Mission and Service:	Dolores Samuels
Outreach:	John Horton

Pastoral Care:	Barbara Griffin
Presbytery Representative:	Lynda McCowan
Property & Rentals:	Mac McInnes
Finance/Stewardship:	Cam Ferguson
Trustees:	David Griffin
UCW:	Mabel French (until June 2011 and then Rita Kent)
Worship:	Ron Wigle

Marg Crew moved for the acceptance of the above names for the 2011 Council. Seconded by Carol Keffer. All in favour. None opposed. Carried.

David Bone, as the new Co-Chair, was invited by Marg to join her at the table for the remainder of the meeting.

Proposed Budget for 2011: Cam Ferguson

Cam started by thanking Linda McInnes, Jock Lumsden, Lorne Van Vliet and Ron Wigle for their assistance in preparing the proposed 2011 budget. This budget has been included in the 2010 Annual Report on page 41.

In 2010 our total income was \$161,941 based on envelopes and Mission and Service contributions. Also, income received from the 50th Anniversary celebrations played a big part in our doing so well. In 2011 we believe we will attain income of \$154,300.

The Facilities budget of \$54,000 is based on at least one election (Provincial or Federal) being held this year and therefore the rental of space at Parkwoods would bring in approximately \$12,000. If this does not happen, we would be looking at a Garage Sale or other sources of income.

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The budget for 2011 shows total income of \$277,600 with expenses in the amount of \$280,960, giving a deficit budget of \$3,360. Parkwoods did very well in 2010 with a surplus at the end of the year of \$4,208.

Landscaping will cost \$3,000 or 1/3 of the total estimated amount to continue work on the gardens that were started in 2010. A further \$500 has been set aside for garden maintenance.

Custodial services are now contracted out to a maintenance company. Therefore, the services of a Custodian are no longer needed and this money has been taken out of M&P and now shows under Property.

Cam Ferguson moved for the acceptance of the 2011 Budget. Seconded by Lynda McCowan. All in favour. None opposed. Carried.

Other New Business:

Amendment to the Constitution: Lynda McCowan

Constitutions are living documents regarding the governance and operations of the Church and require review and update periodically. In 2001, Mabel French prepared the Constitution and Organizational Framework for Parkwoods United Church, with references based on the United Church Manual revised 32nd edition 2001. This document was approved by the Parkwoods Congregation and Toronto Don Valley Presbytery in 2002.

With agreement of Council, Lynda volunteered to examine and update the 2002 Constitution using references from The Manual of the United Church of Canada 35th revised edition 2010, and reviewing the current organization structure. Constitution amendments require the approval of the Congregation at congregational meetings. Updates and amendments have been reviewed and approved by the Council of Parkwoods United Church. The document you have received is the Council Approved Revised Version of January 23, 2011. Amendments to Constitutions are also subject to approval by Toronto Southeast Presbytery.

Overview of Changes:

References to the Manual of the United Church of Canada 35th edition 2010 – sections indicated in [].

Added:

- Parkwoods Mission Statement – page 1
- Definitions for Pastoral Charge, Members, Adherents, Ex Officio Members – page 1

- Quorum for congregational meetings – page 2

Organized document in sections:

- The Congregation – page 1
- The Church Council – page 3
- Officers of Church Council – page 4
- Standing Committees – page 6
- Amending the constitution – page 13

Modifications and clarifications to Committee descriptions:

- defined purpose for Council Officers – pages 4 & 5
- defined purpose and membership for all committees – starting page 6
- duties and responsibilities (reviewed with Chair of each Committee) – starting page 6
- clarified membership/duty of Nominations Chair and/or committee, if required – pages 4 & 12
- amending the Constitution – page 13

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Added descriptions for:

- United Church Women – page 12
- Presbytery Representative – page 13
- Memorial Committee – page 13

Lynda McCowan then moved that the Council Approved Final Version 2011 01 23 of the amended Parkwoods United Church Constitution and Organizational Framework be approved by the Parkwoods Congregation. Seconded by Mable French.

Discussion to the motion:

Carol Keffer moved that provision be made in our Constitution to add the maintenance of Parkwoods' Archives to the responsibilities of the Communications Committee. Seconded by Cam Ferguson. All in favour. None opposed. Carried.

Ken Foley moved that on page 13, Amending the Constitution, the first paragraph should read, "The constitution may be amended at the Annual meeting of the Congregation, or at a special meeting of the Congregation called for that purpose, providing that notice in writing, stating the proposed amendments, has been given to the Congregation at least fifteen days prior to the meeting". Seconded by Ron Wagle. All in favour. None opposed. Carried.

Lynda McCowan then moved that the Council Approved Final Version 2011 01 23 of the amended Parkwoods United Church Constitution and Organizational Framework be approved by the Parkwoods Congregation, with the addition of the two accepted changes as reflected in the minutes of the Annual Congregational meeting of February 13, 2011. Seconded by Dave Griffin. All in favour. None opposed. Carried.

Motion to Adjourn

At 1:00 p.m. Mac McInnes moved to adjourn the meeting. Seconded by Norma Evans. All in favour. None opposed. Carried.

Closing Prayer: Rev. Dr. Randy Naylor

Creed: Rev. Dr. Randy Naylor

**PARKWOODS UNITED CHURCH
2012 DRAFT BUDGET
SUBJECT TO CONGREGATIONAL APPROVAL AT ANNUAL MEETING**

	A	B	C	D
		2,011	2,011	2,012
		BUDGET	ACTUAL	BUDGET
1				
2				
3	RECEIPTS			
4	Envelopes - Local Expense	131,500	129,895	129,000
5	Mission & Service	22,800	21,820	20,500
6	Miscellaneous Income	14,300	16,933	14,300
7	Facilities Income	54,000	79,842	40,000
8	Interest-Maintenance Holdback	33,000	0	40,000
9	Interest - Manse Trust Fund	10,000	10,000	10,000
10	Fund Raising	5,000	1,187	5,000
11	Special Givings	5,000	16,733	5,000
12	Parkwoods Funds	2,000	2,309	2,000
13	Trustees Reimbursement	0	4,608	0
14				
15	TOTAL RECEIPTS	277,600	283,327	285,800
16	DISBURSEMENTS			
17				
18	MINISTRY & PERSONNEL	155,000	152,826	159,100
19				
20	COMMITTEES/SERVICES			
21	- Worship	1,325	1,378	2,500
22	- Christian Development	1,500	913	1,200
23	- Office	8,000	8,799	8,000
24	- Presbytery/Conference	6,280	6,280	6,286
25	- Communications	1,500	1,302	1,500
26	- Membership	200	144	200
27	- Outreach	1,000	872	1,000
28	- Pastoral Care	100	62	100
29	- Observer	500	460	500
30	- Décor	100	69	100
31	- Contingencies	3,500	3,341	1,500
32	- Jnac + Jsc	0	0	
33	- 50th Anniversary	0	0	
34	- Payments for Trustees	0	1,811	
35	CHURCH PROPERTY			
36	- Insurance	5,855	5,824	6,000
37	- Utilities	26,000	22,894	24,000
38	- Maintenance	40,500	46,888	40,500
39				
40	Contributions, Mission and Service	25,800	25,934	23,000
41	Contributions, Special Appeals	2,000	12,619	2,500
42				
43	Parkwoods Funds	2,000	2,309	2,000
44				
45	TOTAL DISBURSEMENTS	280,960	294,525	279,966
46				
47	SURPLUS OR DEFICIT ("-")	-3,360	-11,198	-14,166
48				
49				

BROOKBANKS NON-PROFIT HOMES INC.

Minutes of February 20, 2011 21st Annual Meeting

The Chairman opened the meeting at 11:20 A.M.

Dave Griffin welcomed everyone to this 21st Annual Meeting of Brookbanks and welcomed Domenic Fazeri the Property Manager to the meeting.

Bev Miller moved that the minutes of the 20th Annual Meeting be adopted as printed. Seconded by Cam Ferguson.

Wally Winter introduced Andrew Wheymeyer our Auditor who presented his report. Following the presentation it was moved by Wally Winter, seconded by Ron Lyner and resolved that the report be adopted. Carried.

It was moved by Wally Winter and seconded by Cam Ferguson that Andrew Wheymeyer be our Auditor for 2011. Carried.

The following slate of members was presented: Dave Griffin, Ron Lyner, Bev Miller, Wally Winter, Cam Ferguson, Brian Jeffs, Mike Reid, Frank Hazelwood, Nelini Rahim and Debra Corbin. Moved by Linda McInnes, seconded by Don French and resolved that those members be approved. Carried.

Moved by Mac McInnes, seconded by Sandra Chapman and resolved that actions of the board during 2010 be approved. Carried.

The meeting closed at 11:48 A.M.

Mission Statement of Parkwoods United Church

**We are
a community of people,
diverse in age and race,
who believe in God
as revealed in Jesus Christ,
and who seek to grow in faith
through Worship and Bible study,
Fellowship and Prayer,
Commitment and Witness.**

**Being open
to the grace of God's leading spirit
we seek to be sensitive
to the needs of all,
and to be of service to God
in our community and
in the world around us.**