

CHWUC 2023 Annual Report



Cole Harbour Woodside
United Church

“Offering the care and comfort of Christ”

Remembering...



*Claudette Smith
Matilda Thornhill
Paulette Langille
David Stonehouse
Niels Rasmussen
Murray Bissett
Wayne Smith*



*The sympathy of the congregation
is extended to all persons
who grieve the loss of loved ones
during the past year. To each of you
we express God's blessing.*

Table of Contents

Ministry Team Report - Rev Michael Mugford	pg. 4
Minutes of Annual Congregational Meeting February 28, 2023.	pg. 6
Pastoral Charge Statistical Report	pg.10
Unified Board Chair Report	pg.11
Affirming Committee	pg.12
Board of Trustees	pg.12
Building and Property	pg.13
Youth Group Report	pg.14
CHWUC Choir Financial Statement	pg.15
“Cole Harbour Cares” - Refugee Sponsorship	pg.16
Comfort Quilters Report and Financial Statement	pg.17
Dinner Theatre Fundraiser Report	pg.18
Finance Committee Report	pg.21
Food Bank	pg.23
Funeral Ministry	pg.25
Hope Cottage	pg.26
Ministry and Personnel Report	pg.28
Nominating Committee Report	pg.29
Pastoral Care Team	pg.33
Shawl Ministry	pg.33
Social Media & Communications – Océan Communications Report	pg.34
Treasurer’s Financial Statement for 2023 Proposed Budget for 2024	pg.41
United Churches for Dartmouth	pg.45
U.C.W. - Cole Harbour Unit Report	pg.46
U.C.W. - Cole Harbour Unit Financial Statement	pg.48
U.C.W. - Cole Harbour Unit 2024 Budget	pg.49
Visioning Committee	pg.50
Worship Committee	pg.51
Bylaws	pg.53
Appendix A - Screening Procedures for positions of Trust and Authority	pg.66
Appendix B – Catering Policy	pg.71
Appendix C – Social Media Policy	pg.72
Appendix D – Wedding Policy	pg.75

FROM THE MINISTER'S DESK

I often wonder how many people read the entire Annual Report. Most people, I would guess, skim through the various reports, and stop and either cringe or marvel at the Financial Statements. This Annual Report is an important document for us as a church. It gives us a chance to look back on 2023 and be reminded of the journey we have undertaken these last 12 months. As with every Annual Report there are the statistics of Baptisms, Marriages, and Funerals but the reports themselves are really important too. The ministry that has been happening, the groups that have been meeting, the projects undertaken and yes, the statement showing what our finances are like is there too. It's not that I think that we forget that the church is more than money, but our reality is that it is hard to do many things without money. We can't be a church without money. On the other hand, if we had all the money needed, but no people, no ministries, no music, no outreach we certainly wouldn't exist either. We can't be a church without people and without ministries. So, we seek to strike a symbiotic relationship between people and funds all the while keeping focused on God, Christ, and the Spirit to be our guides, our companions, our encouragers and, most importantly, the source of our faith.

For those who are long time members of Cole Harbour Woodside United Church I want to say a heartfelt **THANK YOU** for the ways in which you have been and continue to be committed to the life, work, and ministry of this AMAZING community of faith and community of the faithful. To those of you who have joined with us over the last years, months or weeks, **WELCOME** to an amazing community. There is room for **all** the gifts and talents we have to be shared within our worship, within our study, within our ministries and within our outreach. Jesus calls us to be as one as he and God are one – dependent and interdependent on one another and at the same time, unique, wondrous, and filled with the Spirit.

I offer the hymn 'Come, O Holy Spirit' (More Voices 23), by Fred Kaan, as a prayer to guide us into 2024. The winds of the Spirit continue to blow change, whether we like it or not, and it is up to us to be caught up with the Spirit and live our lives as a community "Offering the Care and Comfort of Christ".

*Come O Holy Spirit, set the church on fire
Strike it as the lightning hits a posing spire
Burn away the structure and consume the sham
Of our holy systems, Come in Jesus' name!*

Keep me in your prayers as I keep all of you in mine.

Peace,

Rev. Michael Mugford

Minister Group Activities

Tuesday Morning Thinkers

The Tuesday Morning Thinkers meet weekly at 9:30am over the course of the year. We have had between 6 and 10 people in the group. In the Spring we spent time with Dr. Amy-Jill Levine and her video studies of the Hebrew Scriptures. This fall we have focused on the weekly lectionary readings. We enjoy stimulating conversations and new insights into the scriptures. Each person comes with a desire to learn something new about the scriptures. Everyone is invited to come and learn with us and to share their insights in the faith we find in scripture and in our conversations. Join us for this time of fellowship and learning.

Adult Studies at Other Times of the Year

Other adult focused studies were held over the course of the year. In the early months of 2023, a Lenten study was led by Rev. Michael. In the Summer a study using the book **On Holy Ground – You and Your Faith Story** by Rev. Dr. Ross Bartlett was held. In the Fall a study on the Book of Romans from Homebrewed Christianity was led by Ryan Goodale.

Church in a Pub?

The men enjoyed getting together over the course of the year. Several times we met at Finbar's and other times we met in one the men's houses. Rev. Michael brought a variety of topics for discussion. This fall we began to use **Pairings: The Bible and Booze** as a source of discussion on everyday drinks and the inspiration of scripture can lead us to understand our faith in a new way.

Cole Harbour Woodside United Church Annual General Meeting

FEBRUARY 26, 2023

Present: Church Community – see list of meeting participants within this report

The CHWUC annual general meeting was held in person, via Zoom and Livestream as part of the regular worship service on Sunday February 26, 2023. The service started at 10:33am and generally followed the order of service as printed in the bulletin, including the motions listed with Rev. Michael Mugford welcoming everyone, presenting the Acknowledgement of Place and Charlotte lead the Call to Worship.

10:43am, the meeting was turned over to the board chair, Jane Parmiter with Penny MacDonald as the recording secretary.

Constitution of Meeting in the Name of Jesus Christ

Jane Parmiter constituted the meeting of the congregation of Cole Harbour Woodside United Church in the name of Jesus Christ, the Head of the Church, and for all business that is appropriate to bring before it. She also welcomed everyone to the meeting and commented how this is the second AGM held via Zoom.

Motion 1: Voting Privileges for Adherents

That all people who are not in full membership in the congregation be permitted to vote on all matters.

moved by John Siteman – seconded by Sally Morash - All in favour. Motion carried.

Motion 2: Acceptance of Agenda as Outlined

Acceptance of the agenda as outlined in the order of worship.

moved by Jeff Parmiter - seconded by Susan Grant - All in favour. Motion carried.

Children's time with three children in attendance with a hymn following as listed in the bulletin.

Motion 3: Adoption of the Minutes

Adoption of the Minutes of the Congregational Meeting held March 14, 2022.

moved by Margaret Crowell - seconded by Margi Bain - All in favour. Motion carried.

Remembering Those We Lost

Jane Parmiter read the names of those who passed 2022 and expressed sympathy to the congregation and all those of grieve the loss of a loved one. God's blessing is extended to all those who mourn.

Celebrating our Life & Work Together in 2022

Roger Kent: Pointed out that at the beginning of the year, there were sign up lists and a need to register to come to church. There were between one and three choir members permitted to sing each week. Thank you to the choral members who were willing to sing alone, and to Charles and Greg. Thank you for the commitment of those in the sound booth.

Joann Chapman: A shout out to Jill Brogan for putting on the children's play and for bringing back the dinner theatre.

Jill Brogan: Thank you to Joann. It was an honour and a pleasure to be able to bring back the shows and for those who helped out from the ages of nine years to up to the 80 years old. Happy to be a part of that.

Linda Stonehouse – Thank you to Rev Michael Mugford and Rev Krista Elizabeth Winn for keeping us together during this time of upheaval. They kept the church together, they kept everyone informed and always brought wonderful messages. Also, a thank you to the Unified Board who has done a tremendous job. I thank them for their past work as well as the future.

Roger Kent: Posed the question to everyone in attendance, who can tell me which of our groups kept going through Covid on through 2022. Shout outs were: UCW, Share and Care, the Finance Committee, Foodbank, Technology, Worship Committee, Pastoral Care, Hope Cottage, Tuesday Morning Thinkers, Sunday School, and the church office.

Rev Michael Mugford: Thank you to each and every one of you, who followed the services through Zoom, and YouTube and who have come back to in person worship.

Motion 4: Acceptance of Annual Reports and Financial Statements

Bob Wight thanked everyone who helped during his and Shirley's apprenticeship year of being co-treasurers.

At the start of the year, the budget was in a loss of \$30,000 which is not a budget for success as the resources were just not there due to the years of Covid lockdowns. The year was defined as a time of controlling cash and trying to get life back into the church in order to get the church's revenues back and be able to pay the bills as they came due. The church was very successful in exceeding the budget by increasing revenue and is a reason to celebrate as the year ended with a small loss. The getting back on track campaign was quite successful and there was a lot of fundraisers which not only brought life back into the church it also brought in some cash. The growth in the givings and fundraising was just great. Bob talked about the financial statements and the treasurer's goal to make them more focused on getting the cash revenues to exceed expenses and to rebuild the financial reserves.

- Trustees' funds in their building fund account were used to pay the extension board loan
- Investment certificates were liquidated to pay off operating loans with the Credit Union
- Getting Back on Track campaign generated \$15 - \$20 thousand in one-time givings

The information on the budget sheet has been made more transparent to show all the different funds such as the food bank, mission and service, memorial fund, UWC and the building fund. Bob made the motion in his and Shirley's name to have the budget approved. Jane mentioned two errors in the annual report about the amount budgeted for guest clergy which was approved by the Unified Board in November. The church's financial reserves stand at about \$2,300 to \$2,500.00.

Moved by Bob Wight and Shirley Clouter - seconded by Roger Kent. All in favour. Motion carried.

Motion 5: Pastoral Charge Mission & Service Goal

To keep the Mission & Service goal at \$14,500.

Moved by Bob Wight – seconded by Susanna Morash - Kent. All in favour. Motion carried.

Motion 6: Pastoral Charge Budget

To accept the budget as presented.

Moved by Bob Wight - seconded by Margaret Crowell. All in favour. Motion carried.

Motion 7: Nominating Committee Report/Additional Nominations

Jane opened the floor to nominations in any area of the nominating report and mentioned that the Unified Board is looking for two more members at large. The question was asked three times with no nominations. A motion was made to accept the nominating report as is.

Moved by Susan Grant - seconded by Margi Bain. All in favour. Motion carried.

Motion 8: Removal of a Trustee

Motion: To remove Randy Settle as a trustee as per his request.

Moved by Jill Brogan - seconded by Ron Barker. All in favour. Motion carried.

Rev Michael explained that Randy's name is being removed as per his request and thanked Randy for all the years of service he has provided.

Motion 9: Bylaw Adjustments

Jane explained the purpose of this motion is to add the vulnerable sector check as a requirement in the screening procedures for the positions of trust and authority which is in appendix A in the bylaws. Also, to add pastoral visitors as a position of trust in the bylaws. She listed the changes based on the pages of the 2022 Annual Report.

Motion: To approve the five changes/additions listed just now to Appendix A of the bylaws.

Moved by Lee Ayer - seconded by Margaret Crowell. All in favour. Motion carried.

Margaret Crowell advised that the M&P Committee monitors the criminal records checks etc and that she has a spreadsheet that is reviewed and kept up to date.

Motion 10 – Motion Regarding the Associate Minister Position

In the fall after receiving notice from Rev Krista Elizabeth that she accepted a full-time position, the Unified Board had discussions as to what would be done with the associate minister position. After communication with regional minister, David Hewitt and after considering the proposed budget for 2023, the Unified Board approved the following motion to present to the congregation.

The motion was: *To put the position of part time associate minister on hold for two years while Cole Harbour Woodside United Church's finances are evaluated. The hold would be until the annual general meeting in 2025.* A committee of Jill Brogan, Lee Ayer and Ann Woods was formed who met with David Hewitt to discuss if any changes needed to be made to the church's profile. (JNAC) No changes were needed, and an addendum was made summarizing the process.

Motion: To put the position of part time associate minister on hold for two years while Cole Harbour Woodside United Church's finances are evaluated. The hold would be until the annual general meeting in 2025.

Moved by Bill Middleton - seconded by Ron Barker. All in favour. Motion carried.

Dedicating Congregational Ministers -

Rev. Michael Mugford asked all those who serve on a committee, a board, the Sunday School, choir etc. to stand. *We celebrate with joy and gratitude to each and every one of you have been called by God and chosen by the people of Cole Harbour Woodside for leadership in this church. This ministry is a blessing, an honour, a responsibility and it recognizes your gifts and your call to be among us, with us and on our behalf. We thank you and we challenge you to offer your best to God and to all God's people. As you come to assume the duties of your office or committee, let us make a covenant with God and with one another.* Jane: *As disciples of Jesus Christ, will you continue to*

live out your faith with praise and thanksgiving. Will you carry out your responsibility within the leadership which you have been called in this congregation with integrity and joy? (An answer of we will was received.) Rev Michael: As the family of CHWUC would you assist these people through daily prayer, generous support, personal example so that together we may be a faithful church of Jesus Christ? (An answer of we will, God be our helper was received.) Rev. Michael Mugford shared a prayer and a blessing.

Dreaming of the Future

Joann Chapman- The visioning committee trying to figure out how the church is going to move forward from this point. The church is doing really well with having lots of people back in person in the congregation. What direction does the church want to go? What more is needed? What message do we want to project out into our community? If there was no barrier at all, what would you like to see happen within these walls, with groups going out into the community, or anything you could dream of?

Shared thoughts – A youth/children’s choir, just from the church, but from the community to bring them into the church and share their light with us. Use social media to stay in touch with youth in junior high, high school and university with weekly reports, and queries paying attention to the youth. The parish nurse ministry is being missed. A drop-in time especially for caregivers looking after loved ones. Is there a way to use church space as a respite for family members, such as setting up card tables, serve coffee, have some music. Or provide a service - running errands for example. Reach out to Joann if you have any ideas.

Final Motion (to Adjourn Meeting)

Moved by Sally Morash - seconded by Margaret Crowell. All in favour. Motion carried.

Adjourned: 12:04pm

Respectfully submitted by: Jane Parmiter (chair) and Penny MacDonald (secretary)

Cole Harbour Woodside United Church Statistical Summary 2023

Marriages - 0

Baptisms - 4

Confirmations - 2

Received by Profession/Re-affirmation of Faith - 2

Received by Transfer of Membership - 4

Removed by Transfer of Membership - 0

Members Removed by Death - 8

Number of Funerals/Memorial Services - 6

Number of Households Under Pastoral Care - 197

Resident Members - 356

Non-Residents - 6

Adherents - 130 (approximately)

Average Weekly Attendance @ Worship: Zoom: 15 - YouTube: 6 - In Person: 69

Unified Board Chair

Thanks to all of you, this has been another exciting year at Cole Harbour Woodside United Church! It has been wonderful to worship together on Sundays and to participate in all the outreach ministries and activities that we offer at our church. We are absolutely blessed to have our beautiful building, and to have such a strong and vibrant community of faith. We are also blessed to have an amazing combination of members at CHWUC. Some members have been here for many years and provide a wealth of experience and history, which of course, is invaluable. We also have, with equal importance, many members that have joined our church over the years and bring with them new ideas and experiences that adds to the character of our congregation.

As a Board we have had another busy year. We had four members participate in a Stewardship program with the goal of developing a committee that would plan for our needs moving forward. We are still looking for members of this committee, so if you are interested please let us know.

With the leadership of our treasurers, we realised part way through the year that we had to make some changes to our expenses to reduce our monthly deficit. This led to the difficult decision to reduce our full-time office administrator position to a half-time position. We also had some changes with our caretaker position throughout the year. Many thanks to the members of the Unified Board and of the Standing Committees. Your dedication to CHWUC, and your commitment of time and energy is very much appreciated.

We are so thankful to have Carolyn Steele as our Sunday School Coordinator. Carolyn and Nathalie have also restarted our youth group this year, which is invaluable to our youth and to the growth of our congregation.

We also had the addition of the Cole Harbour Community Fridge and a Lending Library to our parking lot. A heartfelt thank you to everyone involved in getting these up and running.

We have had another very successful year of fundraising. To name a few, we had auctions, bake sales, maple syrup sales, and of course dinner theatre. A sincere thank you to everyone involved, those who organised, donated, and purchased. We are so fortunate here at CHWUC to have so many members that get excited about and participate in all of our activities. We wouldn't be successful without you.

Sincerely,

Jane Parmiter

Affirming Report

Our Affirming Team met twice in 2023 to accomplish two things: to revive its work and to plan a service for Pride Sunday. Both meetings went very well with much enthusiasm for the work. We spent some time looking at a new resource for inclusive hymns called "Songs for the Holy Other" from which we explored several new hymns set to familiar tunes. We plan to continue to draw from this source for Pride Services and as part of regular worship. We also spent some time exploring the idea of Queer Church as has been done by First Baptist in Halifax.

As 2024 begins we hope to build on what we started in 2023 in continued commitment to being an Affirming Congregation.

Board of Trustees Report

Cole Harbour Woodside United Church Trustees met three times in 2023.

In the absence of a Chair with the retirement of Randy Settle, Rev. Michael Mugford was made Chair due to there not being any other volunteers. For 2024 we will need to appoint or nominate a new Chair.

In March our insurance on the building and contents was renewed after a review of the policy offered by the United Church of Canada and a property assessment by Kempton Appraisals. This change in provider realized a savings of \$2604.00 for the church.

Over the year Bill Middleton and office administrator Penny MacDonald oversaw the rentals to groups wishing to use our facilities on an occasional basis. Revenue ended up exceeding our expectations.

The Trustees did a review of the insurance coverage that may be necessary for individuals and groups to use our facilities and ensured all was in order.

Possible capital projects were discussed - heat pumps, new roofing shingles, etc. - the Trustees and Unified Board will look into these projects and the Trustees will enquire about Regional and National church and other funding for such projects.

Our safety systems and equipment were inspected and found to be all up to date.

Building and Property



Building and Property ensures the day-to-day maintenance of the facility. The team of volunteers works with the administration to ensure that the building and property is maintained. There are a number of things that are managed behind the scenes by this group of people.

These include:

Maintenance and repairs as required. Like any building, there will always be something that comes up requiring a volunteer to step up and manage a situation. Whether it is a leaky valve in the furnace room or repairing and replacing doors.

Coordinating yearly inspections of air exchanges, fire and emergency lighting systems, and furnace maintenance.

Outside property maintenance.

I would like to thank all the volunteers who help keep the facility operational and functional.

Respectfully Submitted

Terry Hines

Building and Property Maintenance Co-ordinator

CHILDREN & YOUTH



Following a session in June with Rev. Catherine Stuart (Regional Minister for Children, Youth, and Young Adults) to discuss ideas for Christian Education Programs for Children in Region 15, Katrin Jacob, Nathalie Poirier & Carolyn Steele got together with a few other interested adults within our congregation to create a Children & Youth Education Committee in September. The first committee meeting saw us revive our Youth Group for grades 6-9. The focus is on continuing faith development and exploration, fellowship, outreach, and community. We discuss many relevant topics and issues, giving the youth opportunities to lead worship, do fundraising and outreach projects, and just have fun together. So far, we have had a smudging ceremony with Jarvis Googoo, we carved prayer pumpkins with roasted seeds to share with the congregation, we highlighted Remembrance Day by inviting over a veteran (Stuart Micklethwaite) to tell us about his journey, we held a Christmas fundraising sale and a family movie night.

Meetings are currently being held bi-weekly on Friday evenings from 7-8:30 pm in the Hall. We are open to ideas and participation from youth who are not members of our congregation.

If you know if any youth who would like to participate, fill out the registration form: <https://forms.gle/fAbKYT6hh1JJAcNh8> and contact Nathalie Poirier or Carolyn Steele.

Thank you!

Nathalie Poirier

**Cole Harbour Woodside United Church Choir
Financial Statement
as at December 31,2023**

Opening balance as January 1,2022		\$ 2,480.82
offering	\$ 1,277.00	
Total Receipts	\$ 1,277.00	\$ 1,277.00
Total Credits		\$ 3,757.82
Christmas gifts	\$100.00	
Bank Charges	\$ 13.09	
Summer Party	\$ 41.56	
Donation to CHWUC	\$ 1,000.00	
Total Expenses	\$ 1,154.65	\$ (1,154.65)
Balance as at December 31,2023		\$ 2,603.17

The choir (Marylou Foster and Lee Ayer) have managed the sale of Sobeys and Superstore gift cards since 2007.

In those years we have averaged commissions of around \$2,000 per year-over \$32,000!

We gave a commission cheque of \$1,470 this year, and another for \$850 in January '24.

The gift cards have all been sold.

**This was certainly a worthwhile fundraiser for the church
over the past number of years.**

Respectfully submitted,

Lee Ayer

treasurer

Cole Harbour Cares

Cole Harbour Cares has been diligently working on our latest refugee application for the last few years. Our family had received their interview appointment at Canadian Embassy in Beirut, Lebanon, and we were anticipating a favorable result.

Unfortunately, we received devastating news that our family had not passed their interview. They had lived as refugees in Lebanon for 4 years. Due to the instability and political upheaval in Lebanon, they had been unable to register with UN or a refugee camp. They had been living in hiding and had no documentation to back up their refugee claim status.

After consulting with Cole Harbour Cares and their family members living here and in Lebanon and Syria, our little family have made the painful decision to opt out of the Canadian application process and are researching other avenues.

After two successful sponsorships, Cole Harbour Cares was hoping and planning for our third and final sponsorship to be successful. Our refugee family had other family members living in HRM and we had high hopes that we were well placed to help them emotionally and financially.

Due to this latest setback, Cole Harbour Cares has taken the painful decision to disband. Key members have passed on over the last 8 years and our remaining members are no spring chickens!

We will be asking permission at AGM to disband. We cannot tell you how painful this decision has been, and we are devastated.

We asked ourselves two questions, did we try our best and did we make a difference?

We can honestly say, with all your help, we certainly did. Thank you for all your support over the past 8 years. It was a wonderful opportunity to help our fellow human beings make a better life for themselves and their children in Canada and we look back with no regrets

Anne Woods
Co-Chair Cole Harbour Cares

Comfort Quilters
Cole Harbour Woodside United Church
Statement January 1, 2023 to December 31, 2023

INCOME:

Quilt Sale	\$ 1,212.20
Quilting - Commissions	170.00
Miscellaneous Sales - Pre-Quilted	<u>215.00</u>

TOTAL INCOME \$ 1,597.20

EXPENSES:

CHWUC	\$ 3,000.00
CHWUC – Quilt Sale	750.50
Quilt Expenses – Expenses	100.00
Maintenance Fees	<u>7.50</u>

TOTAL EXPENSES \$ 3,858.00

Expenses over Income (2,260.80)

Balance on Hand, January 1, 2022 \$5,333.71

Balance on Hand, December 31, 2022 **\$ 3,072.91**

Recap:

Bank Balance	\$2,790.95
Cash on Hand	<u>281.96</u>

Balance on Hand, December 31, 2022 **\$3,072.91**

Respectfully Submitted

Shirley Clouter

Dinner Theatre (*and more*) Annual Report – 2023

Resort To Murder!



This year, CHWUC brought the original Dinner Theatre Play, "Resort To Murder!" written and directed by me, Jill Brogan into production between April 27th and May 7th. We put on four, full roast beef dinner shows, one dress rehearsal, and one afternoon, dessert theatre show. We had a total audience of approximately 500 people and made a profit of just over \$18,000! Since we serve meatballs and rice for our dress rehearsal show, we decided to donate \$5.00 from every ticket we sold for dress rehearsal night to Hope Cottage which equated to a total of \$375 for which they were most grateful. We intentionally limited our seating to just over 100 seats per night as not to overwhelm our kitchen crew and to allow for more room between tables given the new social norms. Tickets were \$45 per regular show and \$25 for dress rehearsal and dessert theatre. It was another success for CHWUC and all who participated.

We are so fortunate at Cole Harbour Woodside United Church to have such a large number of people who eagerly participate in our Annual Dinner Theatre productions! Many thanks to our amazing cast members, young and old alike. Their dedication and commitment to these events is always amazing. To our home-grown band, "Southern Comfort" under the leadership of Susanna Morash-Kent a very big thank-you! It is always an honour to work with all of you. Thank-you also to our fantastic "Techie, Prop and Set Team", our "Kitchen Crew" and everyone who donates their time and talent to this very large endeavor! We really appreciate all of the time and effort everyone puts into these very important aspects of Dinner Theatre.

The Synopsis

It's the 1970's and you've been invited to stay at Le Resort Mer d'Or! Don't get too comfortable though as its' zany owners and unruly guests will have you laughing and packing (in more ways than one!) Throw in a shot gun wedding, a few mob hits, a jewel heist and the world of fashion and you have the making of this laugh out loud show!

The Cast

Emily Ayer

Clare

Jill Brogan:

Julie Smith

Joann Chapman:

Miss Tibbits & Sammy D

Liv Corrigan:

Fizz & Paisley

Janis Fisher:

Charles Arthur Remington Wesson 3rd aka "Remi"

Roger Kent:	Charles Arthur Remington Wesson 4 th aka "Wes", Guy Valour and Dino Marichino
Brock MacNamara:	Louis – "Mr. C."
Sally Morash:	Mrs. Hibbits,
Jennifer Myers:	Polly-Ester
Heather Scotland:	Mrs. Ribbits
Logan Stark:	Fezz & Tweed
Trish Whitehead:	Marie "Mrs. C."

The Band – "Southern Comfort"

Lee Ayer, Cyndy Barclay-Hill, Ed Barnstead, Mary Lou Foster, Susanna Morash-Kent, Penny MacDonald

Creative Team and Crew

Writer/Producer/Director:	Jill Brogan
Musical Consultant:	Susanna Morash-Kent & Southern Comfort
Graphics/Programs:	Penny MacDonald, Jill Brogan, John Eaton
Kitchen Coordinators:	Dolores Adams, Alison Stark, Michael Mugford, Susan MacAlpine-Gillis
Set Design & Build: many more	Roger Kent, Hazen Taylor, Ron Barker &
Lights and Sound Team:	Ron Barker, Don White
Ticket Sales:	Penny MacDonald
Marketing/Websites:	Nathalie Poirier, Penny MacDonald
Kitchen Support & Cast Meals:	Gayle Crooks/Susan Grant
Willing Workers:	Too many to name individually!
Wine Steward:	Catherine Bradshaw

Thanks again to EVERYONE who helped to make dinner theatre in 2023 a reality once again! Without the efforts of so many, this fund raiser would not be possible. Mark your calendars for "Jail Tales" – Dinner Theatre 2024!



Between June 11th and June 18th the **Sweet and Savoury On-Line Food Auction** using the Platform "32 Auctions" was held. We had 40 items available for auction and raised a total of \$1,468.

Many thanks to all who contributed to this fund raiser with donations or by bidding on the delicious food items!

Teriyaki, Roast Pork Dinner

On Sunday, December 3rd a Teriyaki Roast Pork Dinner was held. We sold 100 meals at a price of \$20 each and raised a total of \$1,650. Thanks to everyone who helped out with the take out dinner!

I pray that 2024 will be a great year for CHWUC and that we will all be able to do the things that we enjoy most! As always, Be Kind in ALL that you do, and Let Your Inner Muppet Shine!

Respectfully submitted,

Jill Brogan ❤️ ❤️

Writer/Producer & Fun, Fund Raiser

Finance Committee Report

Members-Jill Brogan (acting chair & trustees rep), Shirley Clouter, Bob Wight (treasurers), Lee Ayer (Envelope Steward), Adell Thomas (UCW rep & secretary), Romy Aquino (member at large), Joann Chapman (visioning rep) Ian Short

The Finance Committee continues to conduct regular monthly meetings and have tracked our Congregational Budget and monitored our expenses and revenue, reporting regularly to the congregation and the Unified Board.

2023 was another year of making changes to bring our operating fund revenues and expenses in line with each other. We are pleased to have contributions remain stable at the level we had in 2022. Fund raising revenue continued to grow exceeding the very high amounts we made the prior year. We thank the congregation for its continued support to the church and ministry to meet our monthly commitments through their continued support through the PAR program, weekly envelopes, and online donations. We were pleased with fundraising efforts which were well supported by the congregation: the purchase of Sobeys and Superstore gift cards, maple syrup sales, the annual auction held in person and on zoom, take-out meals, cookie sales, the quilt sale and auction along with the Dinner Theatre.

This was another challenging year for CHWUC and for its Treasurers. We are looking forward with hope to a more stable 2024.

1. Our operating revenue for the year was less than our costs and we incurred a deficiency of \$12,867. We have incurred operating fund deficits every year since the covid pandemic started. They have served to diminish our financial reserves which are at a very low level at the end of 2023.
2. Operating Fund revenue for the year was down from \$257,000 to \$240,000 The drivers were \$7,000 lower contributions (we had large one-time donations the prior year) and we had a \$20,000 one-time tax recovery the prior year. These were partly offset by higher fundraising that delivered an increase of \$4,000 and rent increased by \$5,600, Fundraising has carried us during our Getting Back on Track period.
3. We celebrate the continuing trend of increasing fund-raising revenue. We had another successful dinner theatre. This event raises almost half of our revenue in the fund-raising account. We also had successful maple syrup sales, take-out dinner, 2 auctions, a children's theater, and The Knitting Pilgrim event. These all contributed to our financial success and bringing life to our building. In the process we updated our website, introduced a debit/credit card reader, online event site (Event Bright) and a QR code to broaden our opportunities for contributing to support our ministries. All in all, a very busy agenda in 2023.

4. In 2023 we contributed \$15,436 to The Mission and Service Fund. Almost exactly the same amount as we contributed in 2022.

5. We all are aware of the burden that inflation has had on families in our community. Our foodbank has grown by multiples to address this hunger. Because this outreach is about delivering food for the most part it happens outside our accounting records, so we are not able to share the numbers of the amount of support our volunteers are delivering to this community in this report. We do account for the food bank's cash donations and the cash that is used to buy food and supermarket gift cards. In 2023 we received \$19,364 of contributions designated for the food bank and we disbursed \$21,174. This is the highest level of cash support ever. In 2023 the Food Bank Fund balance declined like it did in 2022 as we disbursed more than was donated. (Remember this doesn't include donations of food). The fund balance stands at \$18,840 at year end. One of our most important objectives in 2024 is to have sufficient funds available for when the food bank needs the money. We are making a real impact on our community and our Food Bank volunteers should be celebrated.

6. The annual cost of operating declined by \$10,000 in 2023 to \$253,000 or \$21,100 per month. Inflation has had a big impact on our costs with fuel oil and insurance rising around double the amounts we spent in 2022. The cost of maintaining and cleaning our building also increased by about \$9,000.

7. We have taken difficult steps to contain these cost increases. We did not replace our part time minister last winter or our piano accompanist in the fall when the positions became vacant. We changed the church secretary's position to part time and cut the hours in half starting in January 2024. Our minister has donated some of his salary to help us balance the 2024 budget. This generosity will save us about \$5,000 in 2024. We expect that with resilient contributions, continued strong fund raising and these cost containment measures, we will return to a surplus in 2024 after too many years of deficits.

8. Another step we took to shore up our cash reserves was to liquidate the \$20,000 invested in the grocery gift card program. Marylou and Lee have managed gift card sales for many years and raised thousands of dollars for our operating fund and various initiatives. We owe them a BIG Thank you for their leadership and dedication.

9. Your ongoing support and donations are greatly appreciated. We encourage each and every member to prayerfully consider the ways in which we can financially support the ministry that happens in response to God's call in this place. We are grateful that we are able to meet in person and continue offering the care and comfort of Christ with those in our congregation and wider community.

Respectfully submitted by your Finance Committee.

The Food Bank has continued to operate from the parking lot on the first and third Tuesday of each month. We have become accustomed to this arrangement and will continue to operate in this fashion. We have noticed a steady increase in our numbers over 2022. In the fall of 2023, our numbers doubled. In the past, we typically gave out 25-30 orders but in the fall this number doubled. We received increased donations from individuals and the community. The congregation has responded as well and the donations at Christmas 2023 were overwhelming. A list of needed and wished for items for the Food Bank is published by the church office each month, so please think of us when you are shopping. We have continued to use the financial donations contained in the Food Bank funds account to buy needed groceries and other items for the orders each Tuesday. This has included food, eggs, laundry detergent, dish detergent and toothpaste. As you can imagine, these extra items are gratefully received by families who, at times, cannot afford to make these purchases. The church treasurers and the Finance Committee have made a commitment to honour these expenses.

In the summer of 2023, Brian Adams spearheaded the construction of the Cole Harbour Community Fridge. He was assisted by Ron Barker, Jeff Parmiter, Dave Thomas, Hazen Taylor, and Wayne Reinhardt. The Community Fridge officially opened in late October 2023 and is operated by a community group of which I am one member. There has been a high level of support from businesses in the form of cash donations and commitments to stock the fridge occasionally. The traffic all day for the fridge has been very high with many community members regularly placing items for pick up. This service illustrates the incredible level of food insecurity in our community.

In January 2023, I started another program, working with Terra Crowe, a staff member with Schools Plus. Tara is responsible for three local elementary schools and one junior high school. I became aware that some students are coming to school on Monday hungry. Tara and I decide to pack eight cloth grocery bags with food items and she would distribute them to needy families. Between January and June 2023 we gave out 126 bags and fed 537 people. We commenced the program in September when school resumed.

I would like to thank the following groups, businesses and individuals for their support over 2023. I apologize if I have missed anyone:

*Palladium Restaurant
Krista & Devin Mason
Cole Harbour Lions Club
Barb Glawson
Auburn Drive High School
Heustis Insurance
Pampered Chef
Regal Vista 1 Apartments
Citizens on Patrol*

*Lois & Harvey Glibbery
Cedar Court Apartments
Harbour City Ringettes
Grace Lutheran Church
Astral Drive Junior High
Craig Walker
Debbie Davenport
Joseph Giles Elementary
Cole Harbour Under 15AA Hockey*

*Superior Foundations
St. Andrews Anglican Church
Manfred Hanish
Stellarton & Area Lions
Col John Stuart Elementary
Steiner Engeset
Astral Drive Elementary
Atlantic Funeral Home
Avery & Geroge MacLean
Margie Bain & Sister
Jennifer Grace
Nancy & John Stirling
Dolores & Brian Adams
Michelle Koharski-Studio 1081*

*Deb Kenney
Janine Brister & Travis Smithers
PROTx Clinic
Cluett insurance
Eunice Caldwell
Don & Diane Morrison
Joan & Bob McArel
Dartmouth Horticultural Society
Jennifer Muirhead
Mary & Stan Hopkins
Donna Dorrington
Betty & Steve Davyd
Hazel Rolfe*

Special thanks to our volunteers: Dave Thomas, Wayne Reinhardt, James Bain, Joe Maloney, Hazen Taylor, Dolina Starr, Gord Rose, Willie West, Sally Connors, Eric Green, Debbie Hines, Marie Foote, Catherine Bradshaw, Susan Grant, Arlyn Skinner and Doug Sweetapple. This is a dedicated group of volunteers who readily give their time and bring to the Food Bank a keen concern for the individuals who seek our help each month. They are consistently respectful, sensitive, and helpful to all of the individuals who utilize the Food Bank.

William Middleton
Food Bank Coordinator

Funeral Ministry Team Report



In 2023 Rev. Michael held a couple of workshops on the Funeral Ministry and Funeral Planning. Penny and Rev. Michael went over the Funeral Ministry Planning booklet and updated it. We have several people anxious to get pre-planning done for their services and the hope is to get them all completed and filed by early 2024.

The Funeral Ministry Team met twice in 2023 to look at where we need to work to renew our work, what resources we might need and go over our tasks around funerals and the Funeral Ministry. We are planning to meet in early 2024 to look at such things as the list of duties and what needs to be done to offer coffee/tea for visitation times. We noted that the Funeral Ministry Name Tags need to be found and updated; and that things like lamp shades and the card basket need to be replaced. Frames for the picture collages need to be refreshed. We talked about other equipment such as 'Family Parking Signs' and some small stands for picture frames.

Overall the conversations were very helpful, we have new interest in this ministry, and we have a clarity of our work ahead for 2024.

Hope Cottage



Another year at Hope Cottage begins with our thanks to all of our loyal volunteers who have supported this mission and made it such a success over the years. Sweet and sour meatballs with rice is still a favourite meal, and much appreciated by all patrons. To those who have cooked and/or provided rice for the meal, once again thank you.

Meals will be served on Thursdays and the dates for 2024 are:

February 29

April 25

June 20

September 5

October 3

December 19

Sweet and Sour Meatballs

Mix 2lbs of ground beef with grated onion, salt and pepper. Make small balls and place in baking dish. (You can also purchase premade meatballs and simply make the sauce)

Sauce: Mix the following ingredients together:

1 can Mushrooms (pieces and stems)

1 can drained Pineapple chunks, but save the juice

1 1/2 cups brown sugar

3/4 cup vinegar

1 Tbsp. dry mustard

1-2 Tbsp. corn starch

1 cup ketchup

3/4 cup liquid (pineapple juice and water if necessary)

Pour sauce over the meatballs and bake at 350 degrees for approximately 1hour.

A number of new members in the congregation have approached us to learn more about Hope Cottage and its beginnings. The following is a brief history from their site on how this ministry developed:

"50 Years:

Hope Cottage was started by Fr. Joe Mills on July 1, 1970. Fr. Mills, who was pastor of St. Patrick's at the time, noticed a growing number of homeless people, mostly men, knocking on his door for food and assistance. There were no soup kitchens in Halifax at the time that catered to the needs of people during the weekdays. Fr. Mills called a number of women asking them to prepare a meal which they would serve to the men. 34 people showed up on the first day.

Since then, this organization has grown into an institution which is entrenched in the social fabric of Halifax. It is most probably that when Father Mills started Hope Cottage, he expected (or maybe hoped) that this would be a short-term solution to a temporary problem. Now here we stand, in our 50th year of operation!

Hope Cottage, along with the Board, the Friends of Hope Cottage, are proud of the relationships we have built in the community over the years. And humbled by the generosity of our community that always steps up! Hope receives no government funding, all funds to run our operations are raised through donations, fundraisers, sponsorships, and our church groups who usually donate and serve the evening meal. Thank you on behalf of our clients, our staff, our volunteers, and the Friends!"

Respectfully submitted by Brenda and Joe Maloney

MINISTRY AND PERSONNEL COMMITTEE ANNUAL REPORT 2023

The Ministry and Personnel Committee for 2023 consisted of Linda Stonehouse, Rodger Noel, Janis Fisher, Lee Warren, and Margaret Crowell.

This past year has again been a challenge with changes in staff. Rev. Krista Elizabeth tendered her resignation in late 2022 for January 29, 2023. Rev. Michael was on his own again.

Don White, our caretaker, retired and a replacement was hired. Rachel Powell became the caretaker, with a contract from May 2023 until December 2023. Rachel's contract was not renewed.

Greg Myers, our accompanist, resigned and it was decided by the Unified Board not to find a replacement for that position.

Finances became a major issue in the fall and an Ad Hoc Committee was formed to look a Cost Management to determine how we could cut costs. The decision to cut Penny's hours from 35 hours/week to 17.5 hours/week was not an easy decision to make. However, after many discussions with Penny we were able to create a new title, job description, duties, and responsibilities for the newly named position. She accepted the new position. She also proposed that she would take over the Caretaker position. As of the week of January 8, 2024, Penny started both her new jobs, Office Secretary and Caretaker. She and Rev. Michael have worked out a schedule that is working for them.

Thank you to all the staff who worked so hard during the past year. To Rev. Michael who is now live and in person in the Sanctuary on Sunday mornings as well as on Zoom & Facebook for those who are still not comfortable attending in person. Thank you to Ron, Stu and Logan, in the sound booth, you have kept in church and on-line services running smoothly. What would we do without you??? Thank you to Charles and the choir who made wonderful music to enhance our services.

To Don, who made the church building a cleaner, safer place for us to gather. Especially since, in person gathering was allowed again, thank you. You are not often seen or heard, but thanks to you we can gather in a clean building without worry.

And, last but not least, to Penny, the glue that holds us all together, both congregation members and staff know that if we need to get information about anything happening at CHWUC, you will know or will find out. We are so blessed to have these people here at CHWUC. We hope you all know how very much you are appreciated.

We also approved vacation time for Rev. Michael and Penny as well as Continuing Education for Rev. Michael.

I would like to thank the committee members for their support for the past year. Having a supportive group of people who are willing to voice their opinions, discuss options, make informed decisions, and come to a consensus is the hope of every committee chair, and I have been blessed to have such a committee. Also, because confidentiality is important for our committee, it is good to know we are all on the same page in that respect.

Respectfully submitted,

Margaret Crowell

Chair Ministry and Personnel Committee

Nominating Committee Report of 2023

COMMITTEE	TERM	NAMES	START	END	NOTES
Affirming Committee	NA				Chair
		Janis Fisher			
		Helen Moser			
		Darlene Parker			
		Alison Stark			
		Margi Bain			
		Kathryn Burke			

Board of Trustees	NA	Rev Michael Mugford			Temporary chair
		Jill Brogan			Secretary/ Liaison with Finance
		Gordon Parsons			Treasurer
		Bob Wight			
		Joanne Donaldson			
		Michael Wall			
		Bill Middleton			Rental Co-ordinator
					(Auditors appointed annually)

Building & Property	2 year	Terry Hines	Jan 2023	Jan 2025	Coordinator
		Hazen Taylor	Jan 2023	Jan 2025	
		Brian Adams	Jan 2023	Jan 2025	
		Don White	Jan 2023	Jan 2024	
		Calvin Archibald	Jan 2023	Jan 2025	
		Jeff Parmiter	Jan 2023	Jan 2025	
		Ron Barker	Jan 2023	Jan 2025	

Communications	NA	Lee Warren			Website Consultant
		Ian Short			Website Consultant
Social media		Nathalie Poirier			Social Media
Fellowship	2 year	Dolores Adams	Jan 2023	Jan 2025	
		Brian Adams	Jan 2023	Jan 2025	
		Doug Sweetapple	Jan 2023	Jan 2025	
		Margaret Bain	Jan 2023	Jan 2025	Greeter's Coordinator

Finance	3 year	Jill Brogan			Acting Chair
		Jill Brogan			Trustee Rep
		Romy Aquino	Jan 2023	Jan 2026	
		Lee Ayer	Jan 2023	Jan 2026	Envelope Steward
		Adell Thomas	Jan 2023	Jan 2026	UCW Rep
		Joann Chapman	Jan 2022	Jan 2024	
		Ian Short	Jan 2023	Jan 2024	
		Bob Wight	Jan 2022	Jan 2026	Treasurer
		Shirley Clouter	Jan 2022	Jan 2026	Treasurer

Funeral Ministry	NA	empty			Coordinator
		Sally Morash			
		Lee Ayer			
		Anne Woods			
		Gayle Crooks			
		Cyndy Barclay-Hill			
		Dolores Adams			
		Jane Parmiter			
		Hazen Taylor			
		Helen Shedden			

Ministry & Personnel	3 Year	Margaret Crowell	Jan 2022	Jan 2026	Chair
		Lee Warren	Jan 2022	Jan 2025	
		Rodger Noel	Jan 2022	Jan 2025	
		Janis Fisher	Jan 2022	Jan 2025	
		Linda Stonehouse	Jan 2022	Jan 2025	

Nominating	2 Year	Susan Grant	Jan 2024	Jan 2025	
		Naomi Aquino	Jan 2024	Jan 2026	
		Anne Woods	Jan 2024	Jan 2025	
		Kelly Warren	Jan 2024	Jan 2026	
	NA				Office staff

Outreach		Joe Maloney	Jan 2023	Jan 2025	Coordinator
Hope Cottage		Joe & Brenda Maloney	Jan 2023	Jan 2025	Team Lead (+ volunteers)
Food Bank		Bill Middleton			Team Lead (+ volunteers)

Pastoral Care & Welcoming	NA	Jean Giddens			Grieving follow-up
		Joanne Donaldson			Cards of Care & Concern
		Sally Morash			
		Kathryn Burke			
		Nancy Bowes			
		Marylou Foster			

Serenity Garden & Outside Grounds		Hazen Taylor			Coordinator
Plant Care (Inside)		(roster)			
		Susan Smith			
		Debbie Kenney			
		Christine McKenzie			
		Ellen Leblanc			

Shawl Ministry	NA	Dolores Adams			
Recognition		Ellen LeBlanc			
		Susan Grant			
		Lee Ayer			
		Davilyn Williams			

Fundraising Volunteers	NA	Romi & Naomi Aquino			Maple Syrup
	NA	Brock McNamara			Auctioneer
		Janet Barker			Auction
		Marylou Foster			Auction

Technology	NA	Ron Barker			
		Don White			
		Jonathan Mugford			
		Logan Stark			
		Stu Micklethwaite			

Unified Board		Jane Parmiter	Jan 2023	Jan 2026	Chairperson
	NA	Michael Mugford			Clergy
		Terry Hines	Jan 2023	Jan 2026	Building & Property
	NA	Anne Woods			Cole Harbour Cares
		Joe Maloney	Jan 2023	Jan 2026	Outreach
		Margaret Crowell	Jan 2022	Jan 2026	Ministry & Personnel
		vacant			Regional Rep
	NA	Nancy Bowes	Jan 2024	Jan 2025	Secretary
		Ron Barker	Jan 2022	Jan 2026	Technology
		Bob Wight	Jan 2022	Jan 2026	Treasurer
		Shirley Clouter	Jan 2022	Jan 2026	Treasurer
		vacant			Trustees
		Joann Chapman	Jan 2023	Jan 2025	Visioning Committee
		Susan Grant	Jan 2022	Jan 2026	Worship & UCW
		Nathalie Poirier	Jan 2022	Jan 2026	Social Media Member-at-Large
		Lee Ayer	Jan 2022	Jan 2026	Member-at-Large
		vacant			Member-at-Large
		vacant			Member-at-Large

Regional Reps	NA	vacant			
		vacant			
Mission & Service		Susanna Morash-Kent			
Enthusiasts		Cyndy Barclay Hill			

Worship	NA	Rev. Michael Mugford			Clergy
	NA	Charles Myra			Choir Director
	NA	Carolyn Steele	Jan 2023	Jan 2025	Sunday School
	2 year	Susan Grant	Jan 2022	Jan 2024	Chairperson
	2 year	Alison Stark	Jan 2022	Jan 2054	Member-at-Large
	2 year	Janet Barker	Jan 2022	Jan 2025	Member-at-Large
	2 year	Deb Kenney	Jan 2022	Jan 2025	Member-at-Large
	2 year	Joyce Pye	Jan 2023	Jan 2025	Member-at-Large

Pastoral Care Team

The Pastoral Care Team meets monthly from January to June and September to December. Pastoral Care includes the visiting of our church family and sending out cards (condolences, thinking of you, get well, congratulations, etc.) as the need arises. In our meetings we discuss the Pastoral Care needs of the church and think of ways to best serve their needs. As we seek to Offer the Care and Comfort of Christ, we are always happy to have new people join our Team. Rev. Michael will be putting on a workshop in the Spring for anyone interested in joining.

SHAWLS OF COMFORT AND JOY



In 2023, Shawls of Comfort and Joy continued to be an active and vital ministry. We are so thankful for all those who support this ministry, through the work of their hands and the prayers in their hearts. In 2023 we were able to “offer the care and comfort of Christ” by giving out 32 shawls newborns, youth, to those who were ill, in the hospital, and with care centres in our community. We are always happy to welcome anyone who would like to knit or crochet a shawl or blanket. Patterns and yarn are available. If you have any unwanted yarn, please feel free to donate it to the shawl ministry.

Shawl Blessing

May God’s grace be upon this shawl...

warming, comforting, enfolding and embracing.

May this mantle be a safe haven...

a sacred place of security and well-being...

sustaining and embracing in good times as well as difficult ones.

May the one who receives this shawl be cradled in hope,

kept in joy, graced with peace, and wrapped in love.

Blessed Be!

© 2005 All rights reserved.

By: Janet Bristow - 2000

CHWUC Social Media Annual Report – January to December 2023

[Océan Communications](#)

Océan Communications has dedicated between 10-15 hours per month from January to December with less hours during summer months to:

- posting content on our social media channels
- posting on the website
- create an [Eventbrite page](#) to allow people to book tickets online for concerts (ex: Knitting Pilgrim)
- providing monthly reports to the Unified Board.
- Creating and printing 2 different banners for church outreach activities.



- Creating and printing donation cards in 2 different sizes



- Creating and printing booklets and brochures for the Community Expo in April 2023

Here is a summary of the growth of the CHWUC social media accounts and website throughout 2023.

Summary

	January 2023	December 31, 2023	Growth 2019	Growth 2020	Growth 2021	Growth 2022	Growth 2023
Facebook (likes)	493	540 (+57)	15,4%	22,1%	7,1%	9,55%	11,56%
Instagram (followers)	353	428 (+75)	317,5%+	34,1%	29,5%	21,7%	21,2%
YouTube (subscribers)	120	149 (+29)	-	350 %	21,1%	10,1%	24,2%
Twitter (followers)	73	81(+8)	100%	320%	64,3%	5,8%	10,95%

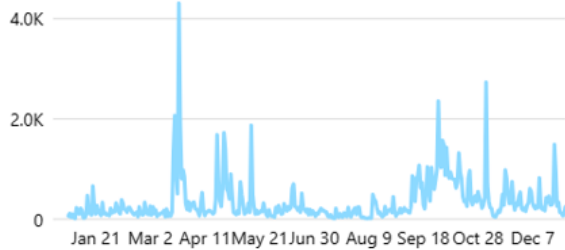
Facebook & Instagram (2022 vs. 2023)

Reach

Export

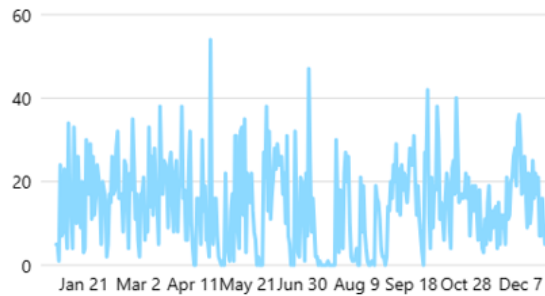
Facebook reach ⓘ

37,331 ↑ 35.2%



Instagram reach ⓘ

424 ↑ 49.8%

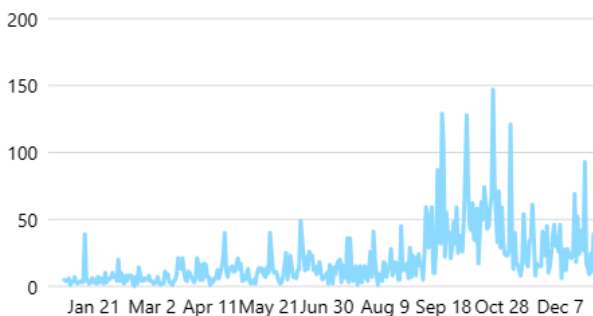


Visits

Export

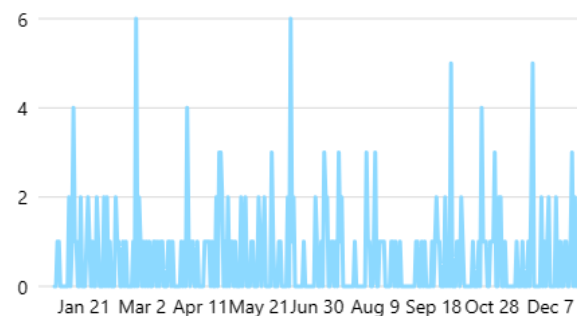
Facebook visits ⓘ

7,269 ↑ 261.1%



Instagram profile visits ⓘ

227 ↑ 51.3%

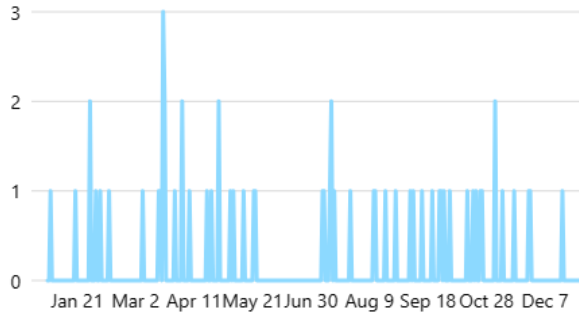


New likes and follows

Export

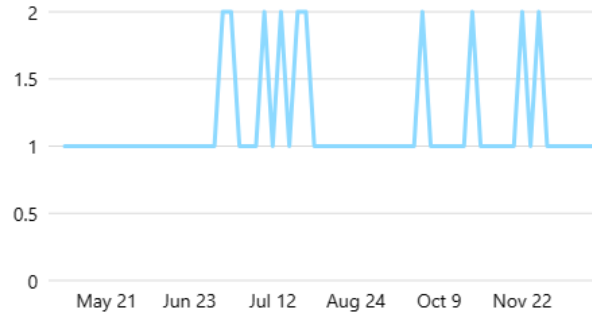
Facebook Page new likes (i)

57 ↑ 14%



New Instagram followers (i)

75



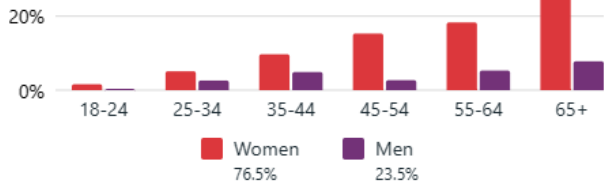
Facebook followers (i)

597

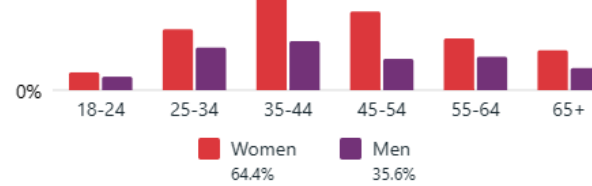
Instagram followers (i)

430

Age & gender (i)











Age & gender (i)

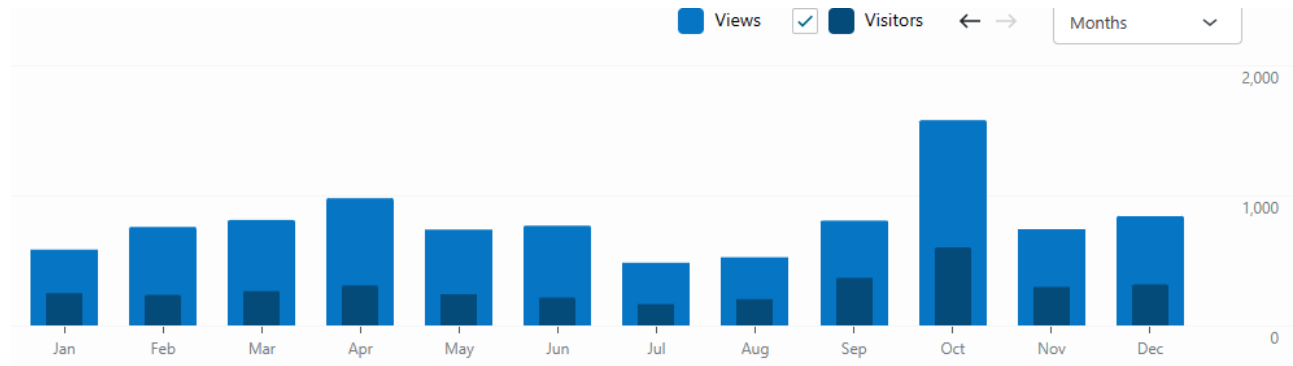


Top 10 Posts of 2023

Title	Date published ↑↓	Reach (i) ↓	Likes and reactions
The Knitting Pilgrim is coming to CHWUC! This ... Cole Harbour Woodside United Church	Boost again Sep 23, 2023	6.8K Reach	19 Reactions
We will be holding our annual Quilt Sale this Sat... Cole Harbour Woodside United Church	Boost post Nov 2, 2023	3.4K Reach	9 Reactions

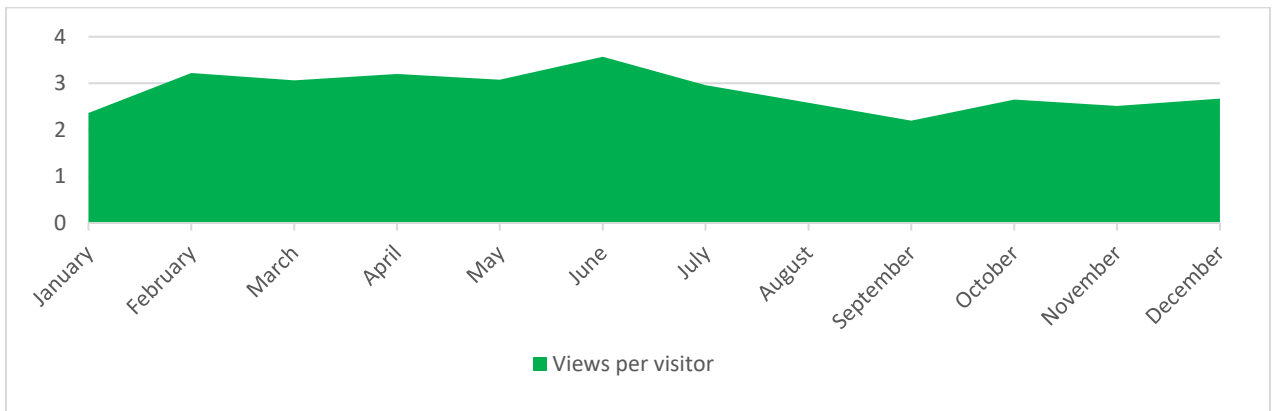
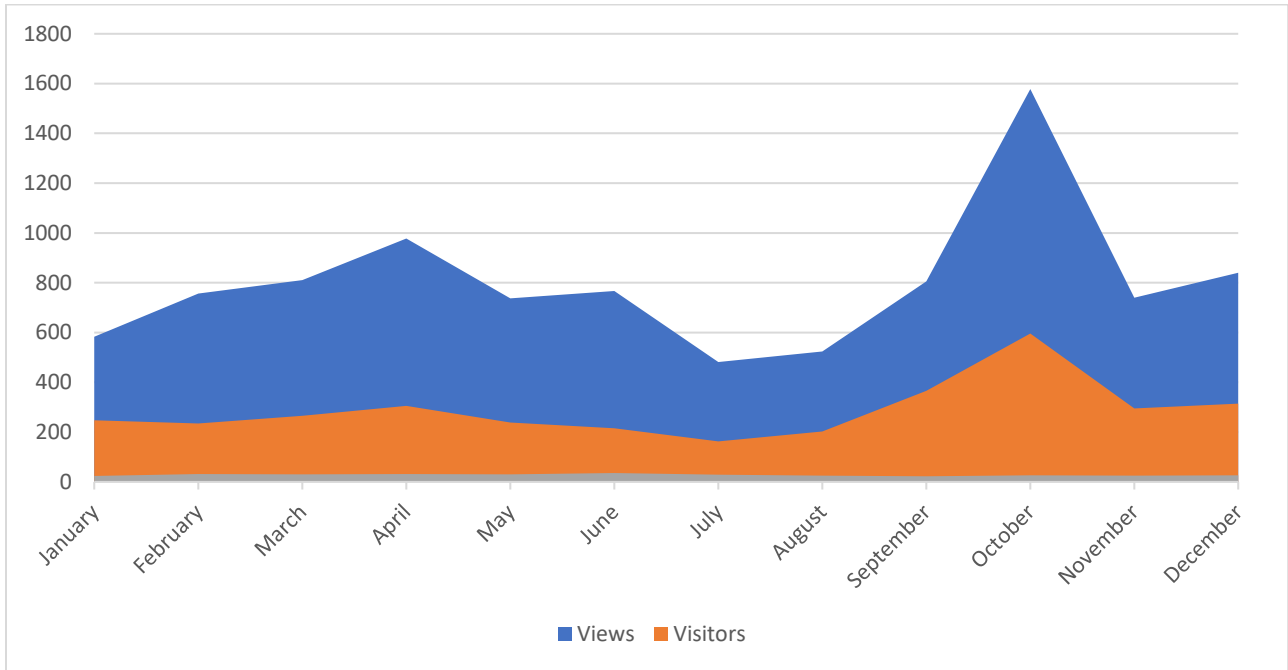
	Cole Harbour Woodside United Church present... Cole Harbour Woodside United Church	Boost post	Dec 23, 2023	2.3K Reach	2 Reactions
	Calling all youths from grades 6 to 9 from all loc... Cole Harbour Woodside United Church	Boost post	Sep 10, 2023	1.9K Reach	2 Reactions
	There is no room for hate in God's love! Cole Harbour Woodside United Church	Boost post	Sep 20, 2023	1.6K Reach	37 Reactions
	Calling all youths from grades 6 to 9 from all loc... Cole Harbour Woodside United Church	Boost post	Sep 29, 2023	1.3K Reach	4 Reactions
	Did you know that Cole Harbour Woodside Unit... Cole Harbour Woodside United Church	Boost post	Sep 13, 2023	1.3K Reach	7 Reactions
	The Rainbow Trout Band in the children's play "... Cole Harbour Woodside United Church	Boost post	Nov 14, 2023	964 Reach	8 Reactions
	Does anyone have a popcorn 🍿 machine we c... Cole Harbour Woodside United Church	Boost post	Dec 12, 2023	923 Reach	1 Reactions
	Time to celebrate the opening of the Cole Harb... Cole Harbour Woodside United Church	Boost post	Oct 21, 2023	858 Reach	60 Reactions

Website



Total views

	Months and years												Average per day
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Totals
2017		455	464	585	491	216	244	243	396	530	894	914	5,432
2018	668	479	845	567	481	488	552	444	607	876	1.0K	814	7,842
2019	626	835	875	901	737	580	604	453	572	838	901	884	8,806
2020	868	540	918	736	480	420	384	455	1.2K	600	1.5K	484	8,562
2021	475	598	611	467	458	451	526	523	514	489	806	703	6,621
2022	386	512	515	708	477	549	284	457	978	1.4K	805	544	7,598
2023	583	753	822	1.0K	718	748	494	522	833	1.6K	735	817	9,600



Posts & pages

Item	Views
Welcome	102
Food Bank	15
Follow Us	14
Staff	13
Contact	9
CHWUC's Annual Auction - Saturday, September 24th! (Postpon...	9
Fish Tales - A Play For All Ages, Free, 13 & 14 Jan	9
Calendar	8
Home page / Archives	7
Sunday School	4

Referrers

Referrer	Views
Search Engines	87
WordPress Android App	5
Facebook	2
Instagram	1
lens.google.com	1

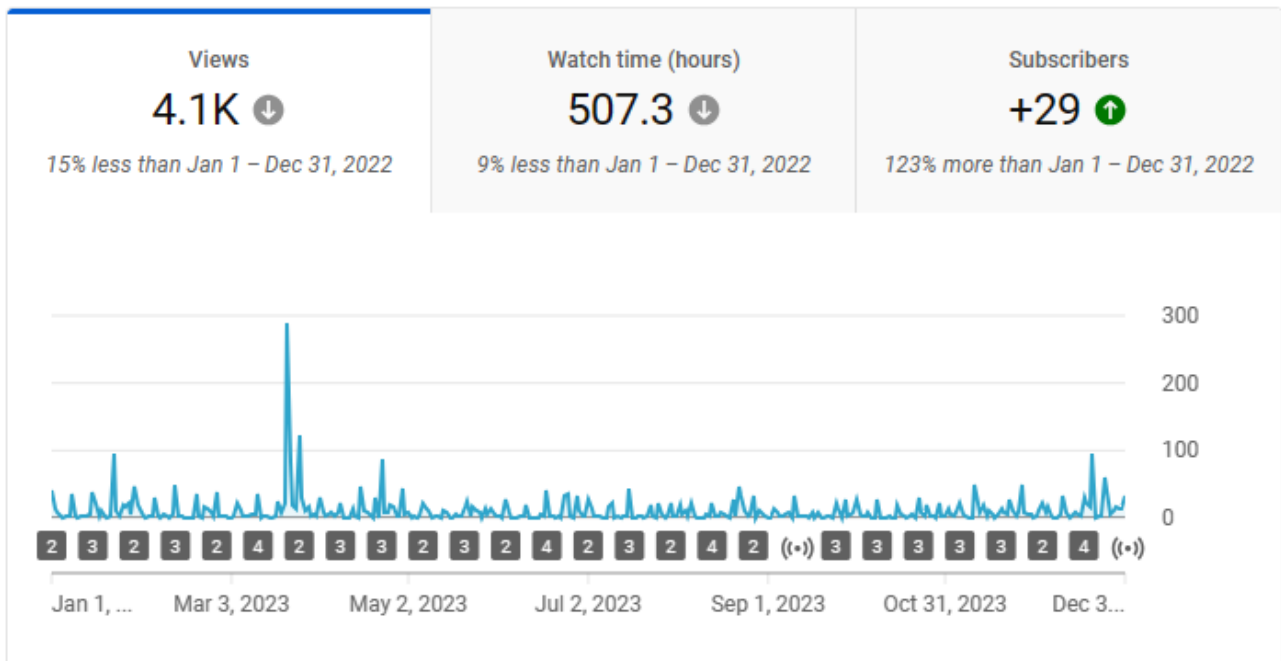
Emails

Latest Emails	Opens	Clicks
Fish Tales - A Play For All Ages....	67	0
Our Christmas Services	84	1
Youth Group Christmas movie ...	56	0
Christmas Cantata 17 Dec	59	0
Teriyaki Roast Pork, take out di...	96	1
Halloween classical piano conc...	71	5
Get Ready for the Annual Aucti...	74	1
The Knitting Pilgrim is coming ...	102	0
Trio KLM in concert Sunday 20 ...	80	3
The Sweet & Savoury Food Auc...	59	0


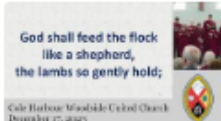
Countries




	Views
 Canada	214
 United States	16
 Sri Lanka	1
 Australia	1
 India	1

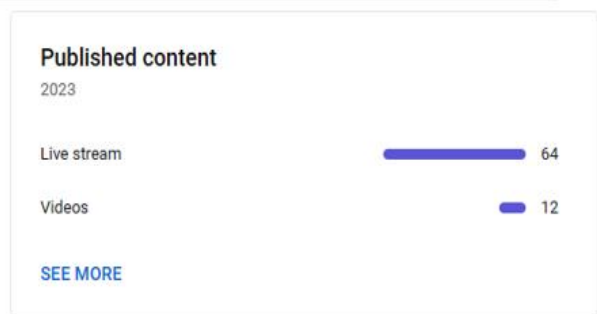
YouTube Stats



Your top content in this period

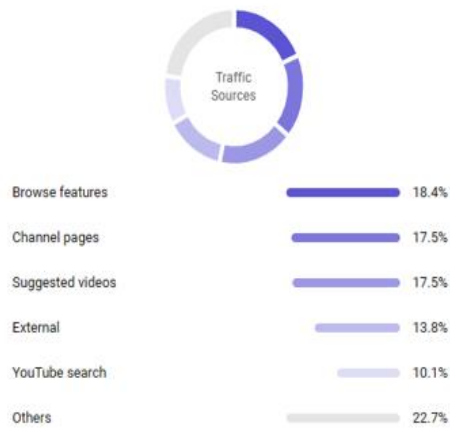
Content	Average view duration	Views
<p>1</p>  <p>March 22, 2023 Funeral of Matilda Thornhill Mar 22, 2023</p>	5:57 (10.8%)	211
<p>2</p>  <p>God shall feed the flock like a shepherd, the lambs so gently hold; Cedar Harbour Manse United Church December 17, 2023</p> <p>Worship - December 17, 2023 Dec 17, 2023</p>	6:24 (9.8%)	150

3	 <p>Go, Make a Difference More Voices #209 Cedar Harbor, Washville United Church January 22, 2023</p>	<p>January 22, 2023 Worship Jan 22, 2023</p>	<p>8:17 (10.6%)</p>	<p>124</p>
4		<p>March 26, 2023 Worship Mar 26, 2023</p>	<p>5:21 (7.0%)</p>	<p>112</p>
5		<p>March 19, 2023 Worship Mar 19, 2023</p>	<p>6:41 (9.0%)</p>	<p>101</p>



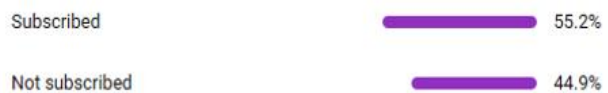
How viewers find you

Views - 2023



Watch time from subscribers

Watch time - 2023



[SEE MORE](#)

Treasurer's Reports for the Year Ended December 31, 2023

Cole Harbour Woodside United Church	2022	Actual	2023	2023	Actual	2024	
			Budget			Budget	
Operating Fund Revenue and Expenses							
<i>Contributions</i>							
Initial		69	100		102	100	
Local (Envelopes and E-Transfers)		80,831	60,000		57,678	54,000	
Local (PAR)		95,189	102,000		101,022	100,652	
Loose Collection		1,133	500		2,330	1,680	
Canada Helps.org		435	500		150	-	
Anniversary		80	100		80		
Easter/Mothers' Day		2,960	2,500		2,730	2,500	
Thanksgiving		1,340	1,200		1,495	1,500	
Christmas		3,375	4,000		5,420	5,000	
Sunday School		20			267		
Funeral Ministry		450			11,294	5,000	
Other		2,542	2,500		83	120	
Mission and Service Fund		15,494	14,500		15,436	14,400	
Foodbank Fund		13,075	4,500		19,364	9,000	
Building Fund		14,452	14,400		10,917	8,400	
Memorial Fund		188			640		
		231,634	206,800		229,008	202,352	
Allocation to non-operating Funds	-	36,568	-	26,200	-	40,803	-
<i>Net Contributions to Operating Fund</i>		195,066	180,600		188,205	174,752	
<i>Fund Raising</i>							
UCW			1,000		1,745	3,000	
Comfort Quilters		2,000	3,000		3,000	2,000	
Resource Centre		2,714					
Gift Cards			2,000		1,470	850	
Fundraising (Net of direct costs)		33,154	40,000		36,029	35,000	
<i>Fund Raising</i>		37,868	46,000		42,244	40,850	
<i>Other Revenue</i>							
Hall / Office Rentals		1,230	5,000		6,860	4,800	
HST/GST Rebate		20,341	3,500		3,225	3,200	
Other Revenue		2,483	500				
<i>Other Revenue</i>		24,054	9,000		10,085	8,000	
Total Revenues to Operating Fund		256,988	235,600		240,534	223,602	

Cole Harbour Woodside United Church

	2022	2023	2023	2024
	Actual	Budget	Actual	Budget
<i>Salaries</i>				
Minister and Secretary	169,933	133,700	151,339	124,800
Con-Ed	4,062	2,500	823	1,200
Minister Travel	3,535	2,500		
Staff Bonuses		700		
Guest Clergy Fees	448	2,500	2,424	3,600
Ministry of Music	18,032	16,200	15,521	15,720
Accompanist	3,426	3,250	2,620	
Custodial Salaries	8,084	7,500	11,908	14,400
Salaries and Benefits	207,519	168,850	184,635	159,720
<i>Operating Expenses</i>				
<i>Maintenance</i>				
Cleaning Supplies	350	600	1,042	1,200
Building Renovations, R and M	2,767	3,000	5,430	3,000
Grounds Maintenance	155	500	968	1,200
Tools & Equipment Maintenance	332	1,000	-	-
Snow Removal	6,986	6,800	7,705	5,750
Maintenance	10,590	11,900	15,146	11,150
<i>Utilities</i>				
Electricity	4,012	5,000	3,817	4,200
Heating Fuel	8,210	13,200	14,423	13,260
Water	634	1,000	1,090	1,200
Utilities	12,856	19,200	19,331	18,660
Insurance	5,072	6,000	7,287	6,107
Security Contract Costs	1,203	1,200	440	600
Operating Expenses	29,721	38,300	42,203	36,517
<i>Office Expenses</i>				
Bank Charges & ADP Fees	1,351	1,300	1,013	1,080
Office Equipment				-
Office Supplies	6,055	6,000	7,059	6,900
Internet access, Zoom and telephone	5,602	5,520	6,128	6,480
Computer supplies/Lease	410			
Copy Right / Licenses			509	500
Printing				
Miscellaneous	1,150	1,000	20	
Office Expenses	14,568	13,820	14,730	14,960

Cole Harbour Woodside United Church

	2022	Actual	2023	2023	2024
			Budget	Actual	Budget
<i>Ministry and Other Expenses</i>					
United Church Assessment		9,521	9,000	8,860	9,000
Confirmation			300		
Fellowship Committee					
Funeral Ministry		650	500	1,249	1,920
Ministry and Personnel					
Piano		535	500	499	500
Sanctuary Technology				207	240
Pastoral Care					
Outreach (including foster Child)		498		528	
Stewardship					
Sunday School		162	300	161	240
Property Tax		119	100	329	350
Worship Committee					
Youth Ministry					
<i>Ministry and Other Expenses</i>		11,485	10,700	11,833	12,250
Total Operating Expenses		263,293	231,670	253,401	223,447
Surplus/Short Fall		- 6,305	3,930	- 12,867	155

Cole Harbour Woodside United Church

	2022 Actual	2023 Budget	2023 Actual	2024 Budget
--	-------------	-------------	-------------	-------------

Financial Position

As at December 31, 2022

	2022	2023
Operating Fund Cash	35,530	23,061
Term Deposit (Credit Card Security)	20,000	20,000
Murtha Fund Investment	3,872	3,872
Term Deposit (Credit Card Security)		3,000
Other Investments (CUA)	100	100
	<u>59,502</u>	<u>50,033</u>
Building Contents (Insured Value)	289,000	289,000
Accounts Payable	<u>348,502</u>	<u>339,033</u>

Accounts Payable	294	
Fund Balances	47,855	51,546

Net Assets

Murtha Fund	3,000	3,000
Unrestricted	297,353	284,487
Total Liabilities and Equity	<u>348,502</u>	<u>339,033</u>

Notes:

Building and Land are not included in assets as the title is in trust for The United Church of Canada.
The Building has an insured value of \$4,700,000.

All other Funds (Annual)

Annual 2023	Dec. 2022	Receipts	Disbursements	Dec. 2023
Mission and Service	1,816	15,436	16,022	1,230
Foodbank	20,650	19,364	21,174	18,840
Memorial	9,887	640	10	10,517
Building Capital Projects	10,226	5,458	-	15,684
UCW	5,275			5,275
	<u>47,854</u>	<u>40,898</u>	<u>37,206</u>	<u>51,546</u>

Annual 2022

	Dec. 2021	Receipts	Disbursements	Dec. 2022
Mission and Service		15,494	13,678	1,816
Foodbank	22,501	13,075	14,926	20,650
Memorial	9,699	188		9,887
Building Capital Projects	9,906	7,226	6,906	10,226
UCW	5,275			5,275
Cogswell House	1,299		1,299	-
Ukrainian Relief		586	586	-
Cole Harbour Cares	1,050		1,050	-
	<u>49,730</u>	<u>36,569</u>	<u>38,445</u>	<u>47,854</u>

United Churches for Dartmouth (UCfD)

Representatives of the six United Churches in Dartmouth continue to meet, usually 5 times/year, under the able leadership of Mark Hazen of Grace United. We share information about programs, attendance, finances, and challenges. In 2023, UCfD initiated two events:

1. We invited the Moderator of the United Church of Canada, the Rt. Rev. Carmen Lansdowne, to visit Dartmouth. As part of her tour of eastern Canada, Carmen spoke at a service at Woodlawn United on Saturday April 15. She stressed the importance of communication – within our congregation, within our UCfD cluster and throughout our community. Carmen also pointed out that we have too many buildings to sustain our current membership. The service was very well attended by people from throughout HRM and was followed by a time for coffee and conversation. Later that day, clergy, and members of UCfD hosted a supper for our visitors.

Two weeks later, on Sunday, April 30, over 25 members of the six Dartmouth churches attended an event at Stairs Memorial to follow up the Moderator's visit. The afternoon addressed three questions: What? So what? and What now? Attendees were invited to recollect something that caught their attention in the Moderator's address, then to consider the meaning/significance of those recollections, then to suggest a path forward.

2. At our August meeting, we decided that each congregation (clergy or other leader) would offer a Bible/book study available to anyone in the six congregations. To enhance movement of people among the churches, we planned to ask a different church to host each study. In October, Mark Hazen led a study of Bob Joseph's book, *Twenty-One Things You May Not Know about the Indian Act* at Stairs Memorial. In November, Rev. Stephen Fram led a study about Scripture and trauma. In Advent, Rev. Catherine MacDonald led four sessions on the theme, "How Does a Weary World Rejoice?" at Port Wallis. More studies are forthcoming in 2024.

UCfD continues to seek avenues for cooperation and sharing among the United Churches in Dartmouth.

Respectfully submitted,

Nancy Bowes
CHWUC representative, with Rev. Michael, to UCfD

Cole Harbour United Church Women - Annual Report – 2023

Purpose: To unite women of the Congregation for the total mission of the Church and to provide a medium through which we may express our loyalty and devotion to Jesus Christ in Christian witness, study, fellowship and service.

The Cole Harbour Unit meets the first Monday of each month at 7:00 pm in the Chapel.

The following was our slate of officers for the year 2023:

President	Adell Thomas
Vice President	Vacant
Secretary	Joann Chapman
Treasurer	Lee Ayer
Cards & Flowers	Jean Giddens
Baptismal Candles	Joann Chapman
Unified Board	Susan Grant

Social Committee Dolores Adams (social convener), Suzanne Parsons, Susan Grant, Gayle Crooks, Donna Rasmussen, Joyce McLeod, Lee Ayre and Cyndy Barclay-Hill.

World Day of Prayer service was held on Friday March 3, 2023 at Iona Presbyterian Church.

“I Have Heard About Your Faith”, written by the women of Tiawan.

We continue to support Halifax District U.C.W. by attending regular meetings, rallies and the AGM. I now sit on the Executive as the Corresponding Secretary.

We dined out in June at Boondock’s in Eastern Passage.

We dined out in December at Jamieson’s Pub along with ladies from W.W.W.

We catered to 6 funerals throughout the year. We send cards to our seniors at Christmas and Easter. We again supported Phoenix House at Christmas, and with the help of the congregation we were able to provide 45 bags (2 car loads) of personal care items, clothing, hats, mitts etc. and over \$200 worth of gift cards.

Fund raisers for the year included Bake Sales at Easter and Christmas and a Chicken Burger takeout in conjunction with the Comfort Quilters.

We continue to support the finance committee of CHWUC by giving \$1,500, plus paying to have the floors in the kitchen and hall cleaned and waxed professionally for \$1,745.09. We also gave \$600 to the Mission Service Fund plus we gave \$25.00 to M&S at Easter and Christmas in Memory of our departed sisters. We also supported our local food bank by donating \$500 to help families in need at Christmas.

2023 was a year filled with sadness and joy for Cole Harbour U.C.W. Three of our members lost their husbands this year and we continue to keep them in our prayers. We celebrated the 90th birthday of Carole Reid on December 9th.

Thank you to everyone who supports our important work as we continue to live out our purpose as United Church Women. I am truly blessed to have these women in my life.

Respectfully Submitted,

Adell Thomas President

Cole Harbour UCW
Annual Statement January 1,2023-December 31,2023

Bank Balance Fwd **\$ 2,917.81**

Income

Dues	\$ 567.00	
travelling basket	\$ 120.00	
Regional Comm Lunch	\$ 50.00	
Chicken Burger Takeout	\$ 1,360.80	
Christmas family Collection	\$ 220.00	
Bake Sale	\$ 1,656.00	
Reception	\$ 2,625.00	
Calendar	\$ 10.00	
donations	\$ 250.00	
total Income	\$ 6,858.80	\$ 6,858.80

Expenses

Halifax Presbytery	\$ 84.00	
M&S quarterly payments	\$ 600.00	
M&S in memorium	\$ 50.00	
donation to CHWUC	\$ 3,245.09	
Chicken/buns	\$ 130.00	
Reception	\$ 62.99	
Christmas family donation	\$ 500.00	
Stamps/flowers	\$ 223.94	
Bank Charges	\$ 30.00	
	\$ 4,926.02	\$ (4,926.02)

bank Balance as at December 31,2023 **\$ 4,850.59**

Respectfully submitted
Lee Ayer, Treasurer

Proposed Budget : 2024
 United Church Women- Cole Harbour Unit

Balance forward		\$	4,850.59	
Projected Income				
Catering	\$	2,000.00		
Dues	\$	550.00		
Takeout lunches	\$	1,000.00		
Bake Sale	\$	1,500.00		
	\$	5,050.00	\$	5,050.00
Expenses				
M&S UCC	\$	600.00		
Halifax Pres. Des	\$	80.00		
Donations	\$	1,000.00		
Stamps/flowers	\$	250.00		
Catering	\$	200.00		
floor cleaning donation	\$	2,500.00		
bank charges	\$	30.00		
Donation to CHWUC	\$	2,500.00		
	\$	7,160.00	\$	(7,160.00)
			\$	2,740.59
Donation to CHWUC 2023			\$3,245.09	includes floor
Donation to CHWUC 2022			\$ -	cleaning
Donation to CHWUC 2021			\$ 557.85	
Donation to CHWUC 2020			\$ 1,500.00	
CHWUC "UCW FUND"				
Balance as December 31,2022			\$ 5,275.00	

Visioning Committee

The Visioning Committee met sporadically over the course of 2023 as our work involved two major projects. These projects were used to guide our next initiatives. The projects were two surveys of our congregation as we worked toward understanding what was in our hearts and minds in this post pandemic era.

The first survey was very informative, and its aim was to examine the types of things are important to our membership using the lens of the United Church of Canada's Call: Deep Spirituality, Bold Discipleship and Daring Justice.

The second survey used the results of the first to guide us in suggesting various programs and initiatives to address all the items that were identified in the first survey. Some of the suggestions were:

1. Form a social committee to help people draw closer to God by talking to others
2. Start a "walking church" and create a community harvest garden for people who feel closer to God while being in nature
3. Re-establish the Kitchen Party for those who feel closer to God through music
4. Ask people for book recommendations related to the teachings of Christ as learning opportunities
5. Create a committee who will search for Online Bible Studies and Webinars that provide learning opportunities and a base for putting those concepts into action

The Vision Committee wants to thank all those who helped us by completing these surveys and we look forward to seeing where this takes us in the future.

Our goals for 2024 are seek opportunities to strengthen our ties to the Cole Harbour community and other surrounding areas.

Respectfully submitted by: Joann Chapman, Chair of the Vision Committee

Reviewed by: Jane Parmiter

Worship Committee Report – 2023

The purpose of the Worship Committee is to plan the worship services for Cole Harbour Woodside United Church. This includes details such as looking after preparation and serving of Communion, arranging special services throughout the year, considering new forms of worship, reviewing guidelines for weddings, funerals and baptisms and being responsible for the Church Sanctuary.

Susan Grant continues to chair the Worship Committee. Members of the committee are Charles Myra, Janet Barker, Alison Stark, Carolyn Steele, Joyce Pye and Deb Kenney. Our committee is being guided by Rev Michael Mugford.

This year we continue to offer Zoom and YouTube church services for those who still don't feel comfortable to come out in person. However, we are seeing more and more faces each Sunday and also the Sunday School children are again coming.

Quiet Worship for the 9:30 a.m. service in the Chapel was able to resume in January, and we continue to offer this service until the long weekend in May and look at resuming in the Fall.

For the Lenten journey beginning with Ash Wednesday service on February 22nd, 12:30-1pm. The Lenten series for this year is entitled "Looking for Love in all the Wrong Places", by Marcia McFee. Palm Sunday service was on April 2nd, and the Choir held their Easter Cantata that evening at 7:30pm. Our April 6th Maundy Thursday potluck dinner was held again this year. Epiphany and Lenten and Easter services were attended in person this year and Communion was held on April 9th, Easter Sunday morning for the 10:30 am service.

Our Advent Project for this year was centred wholly on the Food Bank because of the hard times people are experiencing. We had the food stable once again in the sanctuary, and we encouraged people to support our grocery gift card program that is ending in 2023. We asked people to donate a gift card to the Food Bank to help with our growing need.

There were three services on Christmas Eve, the family service was entitled "Spontaneous Christmas Eve;" and the candlelight service at 8pm and the Quiet Worship with Communion at 11pm.

We are very blessed to have Ron Barker and his team of Stu Micklethwaite and Logan Stark, who continue to monitor and look after the sound booth on a weekly basis. We are so grateful for all your dedication.

The monthly regular "Quiet" worship services at the Parkland Retirement Home were able to resume this year as long as there were no Covid shut downs. Also, a thank you to Roger Kent & his helpers for looking after the Ocean View Nursing Home "Quiet Worship" services until the end of the year.

The Sunday School program was very fortunate to have Carolyn Steele step up and be their new Superintendent. We also want to thank the dedication and commitment of all our Sunday School teachers. We were able to hold "The Blessing of the Backpacks" in September, once Sunday School resumed after the summer break. The Sunday School raised over \$400+ for the Foodgrains Bank, Catherine Bradshaw provided a free soup luncheon on October 15th and the Sunday School presented the representative from the Foodgrains Bank who were able to join us for lunch.

Carolyn Steele is also involved in helping to start up the Youth Group this fall, which hopefully will be every second Friday evening. They are a small group but they are hoping to see it grow.

Our World Wide Communion service on October 1st with an assortment of breads.

This year we had the honour of accepting two infants into the family of CHWUC and two adults were accepted for baptism also.

Charles Myra continues as our choir director/pianist at CHWUC. Many thanks for his dedication as the congregation certainly enjoy the efforts by him and the choir and the wonderful Cantata's at Easter and Christmas, they perform.

We are always interested to talk to any members of the congregation, who feel that they would like to contribute to CHWUC by volunteering for the Worship committee.

A special thanks to the many people behind the scenes who I may have forgotten that continue to make CHWUC a meaningful, spiritual place to worship and may we never stop offering the "Care and Comfort of Christ."

Susan Grant, Chair

BY-LAWS

OF COLE HARBOUR WOODSIDE UNITED CHURCH

Adopted by Congregation - February 8, 1987

Approved by Presbytery - 1987

Amended by Congregation - February 3, 1991

February 9, 1992

February 7, 1993

January 28, 2018

February 9, 2020

February 26, 2023

1. Form of Organization

Pursuant to section B & G of the Manual (38th revised edition, 2019), Cole Harbour Woodside United Church, hereinafter referred to as “the congregation”, shall use a form of organization consisting of Standing Committees and Unified Board as described hereunder.

2. **Membership** in Cole Harbour Woodside United Church is encouraged for all members of committees and the Unified Board. It should be noted that, according to the Manual Section B.3.7.1 and Section B.3.7.2, “All full members whose names are on the membership roll have the right to vote at all meetings of the congregation. Adherents may vote at meetings of the congregation if the full members decide to allow adherents to vote.”

3. Elected by Congregation

The Annual Congregational Meeting shall elect:

Treasurer of the congregation

The Chairpersons and members of its Standing Committees as provided hereunder

The Chairperson of the Unified Board/Congregational Meetings

Members-at-large of the Unified Board as prescribed hereunder

Representatives of Cole Harbour Woodside United Church to Regional Council.

4. **Standing Committees**

The congregation shall elect to the extent possible equal numbers of men and women as members of the Standing Committees. Except where Pastoral Relations are under consideration, the Minister shall be a member of the Unified Board and of all the Standing Committees, Special Committees, Ad hoc Committees and Task Forces as provided herein and any Supervised Field Education Students or Interns assigned to the congregation shall be a corresponding member of the groups mentioned above.

The congregation shall establish the following Standing Committees with the common duties listed herewith:

Meet on a regular basis

Carry out the duties specifically assigned to them hereunder

Prepare budgets for its operation and program costs

Appoint one (1) of its members, preferably its chairperson, and one

(1) alternate in his/her absence, to be a member of the Unified Board

Be accountable to and report to the Congregational Meeting and between Congregation Meetings, to the Unified Board

4.1 **Building & Property Maintenance Committee**

-to oversee the maintenance and repair of the Church buildings and grounds

-to submit to the Unified Board annually a list of outstanding repairs and maintenance projects for the facility

-to submit to the Finance Committee an estimate of the cost of repairs and maintenance to the annual budget

-to liaise with groups using the building to hear about any concerns associated with the facility

-to arrange for a substitute in the absence of the caretaker

-to arrange for snow & ice removal

-to arrange for appropriate grounds keeping

Membership: at least four (4) members

Term: a two (2) year term, electing one-half of the membership each year

4.2 **Fellowship Committee**

-to create greater fellowship within the congregation

-to organize weekly after-service Coffee Hour following worship

-to co-ordinate special social events as requested by Unified Board

Membership: at least six (6) members

Term: a two (2) year term, electing one-half of the membership each year

4.3 **Finance Committee**

-to secure contributions for local expenses including Region 15 funds

-to disburse the money

-to prepare and present annual financial statements

-to prepare and present financial reports to Unified Board

-to prepare the annual budget for submission to the Unified Board

-to oversee the counting, recording and deposit of weekly offerings

-to oversee duties of the Treasurer

-to oversee all Memorial Funds

-to issue receipts and keep records

Membership: at least two (2) members + Treasurer + Envelope Steward + Church
Trustee + one (1) UCW Representative + Stewardship/Fundraising
Coordinator

Term: a three (3) year term, electing one-third of the membership each year

4.4 **Ministry & Personnel Committee**

- to provide a confidential setting for the support, consultation and assessment of all persons in the service of the congregation including the Minister(s), the Office Administrator, the Parish Nurse, the Choir/Music Director and the Caretaker
- to review and recommend annually to the Unified Board salaries, honoraria, travel allowances and working conditions of the Minister(s), staff members and others
- to oversee the implementation of the Screening Policy for Congregational members in a position of trust or working with children and/or youth
- consult with all members of the staff of the Church about their plans for continuing education and ensure that those eligible avail themselves of the provisions for continuing education and that money and time are made available
- review and evaluate annually the effectiveness of the staff of the church
- review annually the responsibilities of all staff of the Church and revise position descriptions when required or requested

Membership: **at least six (6) members**

Term: **a three (3) year term, electing one-third of the membership each year**

4.5 **Lay Supervision Team**

- to support, advise and evaluate student minister(s), or intern(s) acting as a liaison with the congregation
- report to the Unified Board

Membership: **at least four (4) members + Intern; 3 appointed by Unified Board; &
1 selected by intern**

Term: **one (1) year to coincide with Internship or SFE Placement**

4.6 **Pastoral Care & Welcoming Team**

- to ensure all newcomers to the Church are adequately welcomed
- to undergo training in the various aspects of Pastoral Care
- to commit oneself through a service of commissioning to become a lay pastoral caregiver
- to accept responsibility for visitation or particular persons/families and the exercising of pastoral care through listening, affirmation, referral and prayer

- to minister to new families, senior citizens, persons confined to home, the bereaved, the ill and those facing personal/family or marital crisis

Membership: members of the Pastoral Care Team are without term

4.7 Outreach Ministry

- to be responsible for the development of social action, social service and education under the umbrella of the church
- to be responsible for current outreach ministries: Food Bank, Funeral Ministry, Hope Cottage and Prison Ministry
- to cultivate knowledge and conviction concerning the Mission of the church in all its aspects among all age groups

Membership: one coordinator (two-year term) and members from each approved outreach ministry

4.8 Worship Committee

- to review and evaluate the worship practices of the Congregation
- to evaluate the Sunday order of worship regularly
- to share the planning of worship as required
- to encourage the study of the nature and meaning of Christian worship
- to plan worship for the Church year
- to encourage involvement of lay people in the leadership of worship and prepare those who are involved in services
- to consider new forms of worship
- to consider the language of worship
- to set policy regarding the invitation of guest ministers/preachers
- to arrange for pulpit supply in the absence of the minister

- to set guidelines regarding the use of worship facilities and space
- to review guidelines for weddings, funerals, and baptisms
- to review the guidelines for music in both the choir and Congregation
- to be responsible for the maintenance of the church worship equipment...i.e.
piano
- to be responsible for the Church sanctuary in order to enhance the richness of
our worship experiences
- to change pulpit hangings and communion runners in keeping with the
appropriate liturgical colour for the day or season
- to purchase flowers/plants as required
- to arrange for decorating of church at Thanksgiving/Easter/Christmas
- administration of the sacraments-provide juice and bread and arrange for
assistants as necessary
- in consultation with clergy to approve weddings and baptisms

Membership: **in addition to the Chairperson; One (1) Choir Director, one Sunday
School Representative: & Two (2) Members-at-large**

Term: **a two (2) year term, electing one-half of the Membership each year**

4.9 **Nominating Committee**

- to nominate a slate of officers and committee members for election at the
Annual Congregational meeting
- to nominate for vacancies as required on various committees to the Unified
Board
- to find creative ways of contacting potential volunteers
- to become actively involved in the work of the church

- to provide clear information regarding the work of committees for people encouraged to take part in church activities
- to be in touch on a regular basis with committee chairs and members to determine their individual and committee needs
- to encourage the sharing of individual gifts and talents by all members of Cole Harbour Woodside United Church in all aspects of congregational life
- to recommend suitable lay people to the region for license to preach
- to recommend suitable candidates for the ordained or for the Diaconal Ministry

Membership: The Chairperson of the Unified Board and three (3) others

Term: a two (2) year term, electing one-half of the membership each year

4.10 **Trustees**

- to ensure that the church buildings are suitably insured for all aspects of theft, fire or liability
- to ensure that all safety codes, necessary permits and equipment checks are conducted as frequently as necessary
- to devise a fire safety plan and conduct fire drills during church services once a year
- to ensure that fire and entrance alarms are working and to be responsible for assigning of entry codes to authorized members of the congregation
- to acquire, sell, mortgage, exchange or lease the property of the congregation
- to erect, enlarge, demolish, rebuild or effect major renovations to any building held by the congregation with the prior consent in writing of the Region
- to be accountable to the Unified Board

Membership: no fewer than three (3) or more than fifteen (15) members a majority
of whom shall be members of the United Church of Canada

Term: Without term

4.13 **Stewardship/Fundraising Committee**

- facilitate fund raising events and projects in support of the annual budget
- function as the source of approval for all fundraising events and projects held for the church
- submit in February and September a list of proposed fundraising events and projects to Unified Board
- liaise with the Finance Committee prior to the formation of the annual budget as to the fundraising needs of the congregation
- educate the congregation on the mission of CHWUC and the wider United Church
- educate the congregation on the funds needed for this mission and how they will be used
- assist and encourage the entire congregation in prayerful support of the membership covenant and mission through the contribution of their gifts and talents
- coordinate with the Unified Board to prepare, implement and monitor an annual stewardship campaign
- submit newsletter and bulletin articles regularly and provide verbal reports/information so as to regularly communicate to the congregation the status of any stewardship campaigns, current financial status and educational opportunities
- be accountable to the Unified Board

Membership: four (4) to six (6) members including representation from the Finance Committee + Stewardship/Fundraising Coordinator

Term: a two (2) year term, electing one-half of the membership each year

4.14 **Comfort Quilters**

The Comfort Quilters are a group of individuals who use their creative skills and talents to produce original handcrafted articles which they offer for sale to the public. An annual “Quilt Show” is held each fall in the Sanctuary. CHWUC provides a designated space within the church for this group. This is a unique ministry within the church as it gives these individuals an atmosphere which is supportive of each other. The Comfort Quilters have representation on the Unified Board.

4.15 **Technology**

- provide technical support to services held in the Sanctuary
- maintain the audio-visual equipment in the sound booth and the Sanctuary
- advise the Unified Board of relevant improvements in technology which, if purchased and installed, would enhance worship services
- assist in theatre performances and concerts held in the Sanctuary as fundraising ventures

Membership: two (2) to four (4) members

Term: Without term

4.16 **Faith Formation Committee**

- to recruit teachers and leaders for the Sunday School
- to plan for and provide teachers training and leadership enrichment resources including curriculum

- to oversee the planning of Sunday School closing, appreciation event
- to encourage persons of all ages and stages to grow in their relationship with God within the context of their Individual and church family experience
- to assess the educational needs of the church
- to develop current and new programs for life-long learning
- to encourage participation in learning programs
- to support and encourage the church's discernment process for ministry
- to create a directory of resources and personnel
- to facilitate and support the development of a youth group and/or youth activities
- publicize educational opportunities and events held within CHWUC and the wider community
- develop an estimate of budget needs in consultation with the Finance Committee
- be accountable to the Unified Board

Membership: In addition to the Chairperson, one Sunday School Representative, one Youth group representative, and two (2) members at large.

Term: a two (2) year term electing one half of the Membership each year

4.17 **Affirming Committee**

- A member of the Affirming Committee will be a part of Unified Board and provide updates regarding minutes, upcoming events, etc.
- provide at least one affirming service per quarter and a PRIDE service in July
- Join with other congregations to walk in the PRIDE parade annually
- Focus on other minority segments of the population (people of colour, people with disabilities, aboriginal peoples, the financially disadvantaged) to ensure that CHWUC is expanding to include them
- Provide support and advocacy for other churches in the area who are inquiring about the affirming process
- Budget annually to pay the dues associated with maintaining membership with Affirm United

- Have copies of the Affirm United newsletter available to the congregation
- Seek out learning opportunities/workshops on racism issues and gender issues, and notify the congregation of such opportunities
- Encourage regular inclusion of LGBTQ+ and other marginalized peoples in hymns and prayers
- Encourage regular conversation in Sunday School around family diversity
- Arrange to send a representative to the Affirm United Annual Conference when funding permits
- Review and revise action plan on an annual basis

Membership: five (4) people + one youth member + one coordinator

Term: a two (2) year term, electing one-half of the membership each year

5.0 Special Committees

The congregation may establish Ad hoc committees and task forces as it deems advisable with stated duties.

The Chairperson of an Ad hoc committee or task force shall be a member of the Unified Board during his/her term of office.

6.0 Unified Board

6.1 Duties: The Unified Board, subject to the direction, guidance and Mission

Statement of the congregation shall:

- co-ordinate specific activities of the various committees
- initiate specific activities to be undertaken by the Unified Board or appropriate committees
- receive, consider and act upon reports and recommendations of the committees
- submit to the congregation policy recommendations requiring their approval
- direct correspondence and related matters to the appropriate committee

- set time and place of meetings of the congregation
- establish committees when necessary to:
 - a) organize congregational visitation
 - b) be responsible for the conduct of members with power to exercise discipline
 - c) review the Mission Statement every three (3) years
 - d) receive and judge petitions from members
 - e) transmit petitions, etc. to Region 15
- establish other committees as required

6.2 Membership: The Unified Board is composed of:

- the Chairperson of the Board
- the Past Chairperson of the Board
- Secretary of the Unified Board
- Treasurer of the congregation
- one (1) appointee from each of the Standing Committees preferably the Committee Chairperson
- one (1) appointee from the U.C.W.
- one (1) appointee from the Trustees for one (1) year
- no less than four (4) or more than eight (8) members-at-large elected by the congregation including at least two (2) youth members appointed for a two (2) year term, one-half to be elected each year, experienced in various facets of the life and work of the Church, particularly in issues and concerns current and emerging
- the Chairpersons of Special Committees and of the Ad hoc committees and task forces appointed by the congregation or the Unified Board shall be members of the Unified Board during his/her term of office
-

6.3 Meetings

- except for the months of July and August, the Unified Board shall meet monthly
- the Unified Board may meet as needed in special meetings
- the Unified Board may establish Ad hoc committees and task forces as deemed necessary by the Board to perform its duties.
- the Unified Board may assign additional related duties to any of the Standing Committees

6.4 Quorum

- if there is a majority of the members of the Unified Board, including at least one (1) of the following: Past Chairperson, Chairperson, Secretary and Treasurer, present at the time and place notified for a meeting of the Board, the members present may act or make any decision in the name of or on behalf of the Board

6.5 Accountability and Reporting

- the Unified Board shall be accountable to and report to Annual or Special Congregational Meetings

7. Amendment to By-Laws

If a member of the congregation presents to the Secretary of the congregation a motion to amend the by-laws, the Secretary shall give within a week, notice of a Congregational Meeting to be held within three weeks to deal with the motion to amend and shall give with the notice a copy of the motion to amend.

APPENDIX A

Cole Harbour Woodside United Church

Screening Procedures for positions of Trust and Authority:

Introduction:

Cole Harbour Woodside United Church conforms to the policies of the United Church of Canada concerning the screening of volunteers as detailed in the handbook "Faithful Footsteps."

"Faithful Footsteps" states:

"The United Church of Canada has a legal, moral and spiritual duty to care for and protect participants in our Church programs. This is a legal principle called "Duty of Care", and Church groups have been, and will be, held legally responsible for ensuring reasonable measures are taken to ensure safety."

Responsibility: ***

Screening procedures will be administered by the Ministry & Personnel Committee as directed by the Unified Board. This Committee is responsible for:

- 1) identifying volunteers in a position of trust
- 2) identifying volunteers who work with children and youth
- 3) ensuring that the relevant screening procedures are completed by the volunteers
- 4) receiving and reviewing criminal records, child abuse records and vulnerable records checks
- 5) ensuring safe storage of personal information concerning volunteers
- 6) keeping all information confidential

Members of the Ministry & Personnel Committee are required to complete and sign a Confidentiality Agreement and to be familiar with the contents of the handbook "Faithful Footsteps."

*****Amended March 2016 to remove MOA with RCMP**

Individuals in a Position of Trust: ***

- 1) Individuals who hold a position of trust with regard to financial and personnel matters include:
 - a) Church Treasurer
 - b) Members of the Finance Committee with signing authority
 - c) Church Secretary
 - d) Treasurers/Signing Authorities for Church groups.
 - e) Ministry & Personnel Committee
 - f) Pastoral Visitors

These individuals are required to complete a Criminal Records Check form and take it to the RCMP Detachment at Cole Harbour or any HRM Police station. Relevant costs will be paid by Cole Harbour Woodside United Church. Police will return completed forms to the individual who will give it to a member of the Ministry & Personnel Committee or Church Secretary. Files will be established for these volunteers and kept in a secure cabinet.

An original Criminal Records Check that is not more than five years old will be accepted. A copy will be made, and the original returned to the volunteer. **

- 2) Individuals who work with or have contact with children and youth include:
 - a) Clergy/Intern/Student Minister
 - b) Youth Leaders
 - c) Sunday School Teachers
 - d) Nursery Staff
 - e) Pianist/Music Director
 - f) Church Caretaker
 - g) Sound Technicians

**** Amended November 2013**

***** Amended March 2016 to remove Offering Counters**

These individuals must complete the Criminal Records Check and The Child Abuse Registry check form. The completed Child Abuse Record form will be sent to the Department of Community Services by the individual. This form will be returned to the individual who will bring it to a member of the Ministry and Personnel Committee or the Church Secretary to have a copy made. The original will be returned to the individual; a copy will be filed with Ministry and Personnel. Files will be established for these volunteers and kept in a secure file cabinet.

Please note that an original Child Abuse Record check from another organization that is not more than three (3) years old will be accepted. **

Security:

Ministry & Personnel Committee members will have access to a locked filing cabinet for storage of personal files for volunteers. Only designated members of this committee will have the keys to this cabinet.

Negative Records Checks:

When a negative record check is received the matter is to be referred to the Nominating Committee of the Unified Board. This committee consists of the following individuals;

- a) Minister
- b) Chairperson Unified Board
- c) Chairperson Board of Trustees
- d) Chairperson Ministry & Personnel Committee or Co-Chairperson

The Nominating Committee will review the received information, consult with the police or Department of Community Services as necessary and make a decision as to whether the applicant will be accepted as a volunteer. If necessary, a letter will be sent to the individual if he/she is deemed not acceptable as a volunteer.

Members of the Nominating Committee are required to complete and sign a Confidentiality Agreement and to be familiar with the content of the handbook "Faithful Footsteps."

**** Amended November 2013**

Vulnerable Sector Check

People who volunteer where they are in a position of trust or authority over children or vulnerable persons will be required be asked to obtain a vulnerable sector check. Being in a position of trust or authority is more than having contact with children or vulnerable persons. To

meet the legal requirements for a vulnerable records check, the nature of the position – not the person – must cause the person to have authority over, or trust of, children or vulnerable persons.

Children are defined as being anyone under the age of 18. Vulnerable persons are people who because of age, disability, or other circumstances, are more vulnerable than others.

Individuals who work with or have contact with children and youth include:

a) Clergy/Intern/Student Minister

b) Youth Leaders

c) Sunday School Teachers

d) Nursery Staff

e) Pianist/Music Director

f) Church Caretaker

g) Sound Technicians

These individuals must complete the Criminal Records Check, The Child Abuse Registry check form, and the Vulnerable Sector Check. (this is on the same form as the Criminal Records check. If both are required, check both boxes) The completed Child Abuse Record form will be sent to the Department of Community Services by the individual. This form will be returned to the individual who will bring it to a member of the Ministry and Personnel Committee or the Church Secretary to have a copy made. The original will be return to the individual; a copy will be filed with Ministry and Personnel. Files will be established for these volunteers and kept in a secure file cabinet.

Please note that an original Vulnerable Sector Check from another organization that is not more than five (5) years old will be accepted. **

Amended February 2023

UCW and Pastoral Care Committee:

Members of the UCW and the Pastoral Care Committee are to make home visits with two people present whenever possible. This is deemed to be a cautious and safe procedure for both the visitors and the person being visited.

The President of the UCW is to ensure this policy is followed for the members. The Minister is to ensure that the Pastoral Care Committee complies with this procedure.

Reports of Physical and/or Sexual Abuse:

Complaints of physical and/or sexual abuse will be referred to the Department of Community Services by the individual who becomes aware of the incidence. It is the law in Nova Scotia that anyone who witnesses, or suspects child abuse must make an immediate report to the Department of Community Service to the appropriate district office. The complainant will then inform the Nominating Committee that a complaint has been made.

Duration of Records *

Criminal Records and Vulnerable Records checks will be in effect for five (5) years. Child Abuse Registry Checks will be in effect for three (3) years.

Destruction of Records *

The records of individuals who, as a volunteer, are no longer subject to the Screening Procedures Policy of Cole Harbour Woodside United Church will be held on-site for 12 months and then destroyed by shredding. This destruction of records will be witnessed by two members of the Ministry and Personnel committee and a record will be kept as to the name of the individual, the date of the destruction and the witnesses present.

Commitment:

“The United Church of Canada is committed to providing a safe environment for worship, work and study in all Pastoral Charges, congregations, institutions, agencies and organizations, or other bodies which operate under its name. The United Church of Canada seeks to ensure that all staff, volunteers and ministry personnel who work with vulnerable individuals in United Church settings share this common commitment. This commitment will be demonstrated by staff, volunteers and ministry personnel showing respect for personal boundaries, protecting others from harm and abuse, and enabling those in their care to learn and grow without fear of exploitation.”

***Amended January 2013**

APPENDIX B

COLE HARBOUR WOODSIDE UNITED CHURCH - CATERING POLICY

Introduction

Cole Harbour Woodside United Church Women (UCW) are asked frequently to cater to functions held at the church. This can involve a reception for a funeral, an anniversary, a choir performance, a Presbyterian function. There will be no fee for a CHWUC sponsored functions.

Supplies for refreshments are purchased and/or supplied by the UCW. History has shown that most of these events involve large numbers of people and certainly tax the energies of the members of the UCW. It is important for the group to receive an appropriate level of remuneration for each catering event.

Prices

Catering prices are as follows:

Sweets and refreshments (coffee, tea, juice) \$5.00 per person

Sandwiches, sweets, and refreshments (coffee, tea, juice) \$7.00 per person

The suggested minimal donation for funerals etc. is \$200.00.

Office Procedures

Groups or families wishing to have the UCW cater their event are to speak to the Church Secretary and/or the Minister who will contact the President of the UCW concerning availability.

The Church Secretary will indicate the price arrangement and ascertain the number of guests attending the event. This will allow the Church Secretary to give an overall price for the function.

Exception to this policy:

The Church Staff have the discretion to alter the pricing structure under extraordinary circumstances such as: financial considerations, as well as funeral receptions for Church members and adherents. There will be a minimum donation of \$200.00 for a funeral reception. This decision will be discussed with the President of the UCW.

Effective Date: April 1, 2023

APPENDIX C

Cole Harbour Woodside United Church - Social Media Policy - September 24, 2017

Cole Harbour Woodside United's Mission Statement:

Offering the care and comfort of Christ

Social Media Policy Purpose:

- Create more opportunities for the congregation and its community to engage with one another.
- Build a sense of community internally.
- Increase visibility/profile externally, demonstrating the nature of Cole Harbour Woodside United Church's (hereafter referred to as CHWUC) faith community and its involvements and focuses.

Currently, audio recordings of Sunday services are being made for those who are unable to attend. It is generally considered that anyone who actively participates in a church event, i.e. making announcements at Sunday service, doing the Call to Worship, etc., is giving their consent for any media recordings. Permission forms are available to allow under aged participants to be photographed/recorded.

Using new technologies to share and celebrate our faith and to conduct outreach is best done in a collective, collaborative manner – the greater the participation of the faith community, the more effective the celebration and outreach will be. Along with this comes a loss of some direct control on the part of the church leadership. In order to maximize the benefits of these activities and minimize the risk, CHWUC will adopt and promote the following guidelines.

1. CHWUC will employ social media and online tools including, but not limited to, Facebook, YouTube, Twitter, Instagram, and Live Streaming, and content will include, but not be limited to, text, photo, video, audio, or chat.
2. CHWUC will seek to ensure that its online presence respects all applicable rights, including copyrights with respect to intellectual property, and legal protections. These are not limited to, but may include such legal concepts as 'reasonable expectation of privacy', under which a church sanctuary does not meet the definition of private space and, as such, photography and videography within the sanctuary is legal. In general, such photography/videography will be of those in worship leadership, although there may be times when the congregation will be the subject. For social occasions, i.e., concerts, dinners, coffee time following worship, videography and photography may be taken.

3. Beyond the 'letter of the law', CHWUC will seek to ensure that its online presence respects the sanctity of certain faith activities. For example, no photography or video may be taken during funerals, unless there is express written or verbal consent from the family. Verbal consent must be witnessed by two (2) people. For other occasions, worship should not be disrupted by those taking pictures. Please consult applicable policies, i.e. the Wedding Policy, for particulars.
4. All members of the CHWUC community who contribute to CHWUC's online communication shall refrain from identifying individuals in captions, tags, or any other aspect of content without the individual's consent.
5. Communications must be respectful of others. Communications that are obscene, defamatory, profane, libelous, threatening, harassing, abusive, hateful, ridiculing, or embarrassing to others will not be tolerated. As the social media belongs to a faith community, users will not participate in secular political debates. See Item #9 of this policy.
6. Communications that advertise, solicit, market, or promote any business or commercial interest, chain letters, or pyramid schemes will not be tolerated. See Item #9 of this policy.
7. Except for posts created or authorized by CHWUC leadership, posts made to the online networks of CHWUC express the views of the individual author and not those of CHWUC. Users should state that these views are the contributor's personal opinions and that the views expressed are the contributor's own, unless authorized to speak on specific issues. Posts will be moderated and may be deleted. See Item #9 of this policy.
8. CHWUC leadership will actively monitor its online presences which allow community contribution to ensure no breach of these guidelines and to speedily address any such breach. CHWUC will utilize its online tools' available functions which support or enhance monitoring, such as moderated comments, blocks, bans, etc. Below is listed the persons/committees which will be involved with the various media used by CHWUC.
9. Users who do not comply with these policies will be banned from posting on CHWUC's online networks.

Your participation in social media should adhere to the following United Church policies: Ethical Standards and Standards of Practice for Ministry Personnel; Human Resources Policy Manual: Code of Conduct, Policy 3.1; Social Media Guidelines for People Involved in Youth Ministry in the United Church of Canada.

The above policies can be found at the following links:

http://www.united-church.ca/files/handbooks/pastoral_ethical.pdf

http://www.united-church.ca/files/handbooks/hr_manual.pdf

http://www.united-church.ca/files/local/duty/caring_social-media-guidelines.pdf

If you spot a potential issue on Social Media and believe that a response is required from CHWUC, please forward via appropriate channels. ***Note:** Until a Social Media Committee is formed, the contacts are as follows:

- CHWUC website - Lee Warren, Michael Mugford, Ian Short, Nathalie Poirier
- CHWUC Facebook - Michael Mugford, Nathalie Poirier
- Twitter/Instagram - Michael Mugford, Nathalie Poirier
- YouTube - Ron Barker, Nathalie Poirier Schofield

APPENDIX D

Cole Harbour Woodside United Church

Wedding Policy



“Love is patient; love is kind and envies no one.

Love is never boastful, nor conceited, nor rude; never selfish, nor quick to take offence.

Love keeps no score of wrongs; does not gloat over the other person’s sins but delights in the truth.

There is nothing love cannot face; there is no limit to its faith, its hope, and its endurance.

Love will never come to an end.”

(1 Corinthians 13: 4-8)

Weddings

Greetings. You are planning your marriage and we at Cole Harbour Woodside United Church are pleased that you are considering having your wedding at our church and we are here to help you in this journey.

Marriage is seen as a Holy Moment in which two people pledge themselves to one another in the presence of God and those gathered. This is an ongoing commitment and is not to be entered into lightly, the end pursuit being that lives are enriched and strengthened, and love, in all its fullness, might find a place for expression without fear and in security.

Planning - Requests for marriage should be made to the Worship Committee through the minister at least 4 months prior to the wedding. Those requesting to be married are required to participate in a marriage preparation course and attend church services before the ceremony as part of the marriage preparation. Couples are encouraged, in consultation with the minister, to choose a wedding service that suits their particular needs. A wide variety of resources is available for this task.

If your wedding is scheduled for Saturday, the wedding rehearsal will normally be held on Thursday or Friday evening. Everyone involved in the wedding is asked to be present.

Pictures - During the service, only professional photographers will be permitted to take non-flash photos from a non-obtrusive location. We allow weddings to be videotaped but ask that the person responsible check with the minister about the appropriate place to stand. **Flash**

photographs are allowed as you walk up the aisle, sign the documents and leave. Photographs are not permitted during the actual service. You are however welcome to remain after the service to “re-stage” pictures.

Confetti is not permitted, but you may use bird seed or bubbles outside the Church.

Music - Our pianist is usually available to play at weddings. You are required to be in touch with him as soon as you confirm your wedding date with the minister. Soloists and other musicians are also welcome but please inform us about your plans. **If pre-recorded music is requested**, you will be required to contact the church’s sound technician in advance to arrange this. The musician cost recovery fee will be deducted, and sound technician cost will be added altering the cost recovery amount.

Facility - The caretaker will open the church for you if you need to decorate the sanctuary. Please call to set up the time.

Deportment - The Marriage Ceremony is a happy occasion. It is also a worshipful celebration. The consumption of alcoholic beverages or non-prescribed drugs prior to or during the ceremony by the wedding party, contributing to any state of intoxication, is unacceptable. If the wedding couple, official witnesses or presiding minister are intoxicated the wedding cannot legally proceed.

Our cost recovery for weddings held in Cole Harbour Woodside United Church is as follows:

\$800.00 *

(Which includes the services of our minister, pianist, caretaker and church administration and use of the sanctuary. Extra costs may include bulletins, sound technician, etc.)

If you only want to book the minister to perform your wedding at another location, the fee would be \$400.00. This fee includes the Church administration.

**Fees to be paid 2 weeks in advance.

Pianist - Charles Myra 902-433-1256

Caretaker - Contact Church office 902-434-7714

Cole Harbour Woodside United Church

15 Bissett Road Dartmouth, NS B2V 2T1

Phone: 902-434-7714

Email: chwuc@eastlink.ca www.chwuc.ca

“Offering the care and comfort of Christ”

