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ANNUAL REPORT



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Darkwood
PRESBYTERIAN CHURCH



In Memoriam

Albert De Boer

Bob Foster


Bob Game

Floyd McPhee

Dianne Mindel

Yaman Ozcan

Norma Porter



Proposed Agenda

Annual Congregational Meeting

Saturday, February 25, 2023 – 7:00 p.m.

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* added post-meeting

A Word from the Minister

Philippians 4: 8-9 - "Finally, brothers, whatever is true, whatever is noble, whatever is right, whatever is pure, whatever is lovely, whatever is admirable — if anything is excellent or praiseworthy — think about such things. Whatever you have learned or received or heard from me, or seen in me — put it into practice. And the God of peace will be with you." (NIV)

Looking over the annual report for the past year for Parkwood Church, I am struck afresh by the number of people doing a number of good things, the memories of which continue to be blessings to many. As we gather these up, and reflect upon them, I am reminded of Paul's parting words to the church in Philippi. The apostle begins his letter by saying, "I thank my God every time I remember you ... " (Philippians 1: 3, NIV) — and he ends it by encouraging them to remember and to think about all that is good.

In a world — our world — filled with bad news, we do well to dwell on the good things. One of the best and healthiest antidotes to the steady stream of bad news stories and stressful, problematic happenings in the world around us is to think about "whatever is noble, pure, lovely, admirable, excellent, and worthy of praise". This will promote mental and spiritual health, not to mention physical well being.

I encourage you to read, reflect upon, and remember the record of the good things — the true, the noble, the right, the pure, the lovely and the admirable — all those things that are excellent and worthy of praise — that are to be found among the record of the witness of the people of Parkwood during the past year. Even better, if you have been blessed by one or more or many of them, join in giving thanks to God for the witness of His church to Jesus Christ.

Let us give thanks together for all such things, and commit ourselves afresh to add to the list in the year ahead, that all of us — and others, too — may have reason to say, "I thank my God every time I remember you," and have more good reasons to remember and reflect upon and to put into practice "whatever you have learned or received or heard ... or seen ..." in us, as the body and community of Christ.

Your pastor, thankful once again for God's faithfulness to and through His people,

James T. Hurd.

Annual Meeting Minutes 2022

The annual congregational meeting of Parkwood Church, Ottawa was held on Saturday, February 26, 2022 via Zoom conference.

Call to Order

The meeting was called to order by the minister, James T. Hurd, at 7:10 p.m., following a brief introduction to the use of Zoom conference procedures, and the noting of a couple of necessary corrections made to the original printed copies of the annual report subsequently corrected in the pdf version published online.

Opening Devotional Exercises

The minister led in prayer, and read Romans 12 and offered brief comment thereon, and then led again in prayer, including the offering of thanksgiving for the life and witness of members and adherents called to the Lord's nearer presence during the year 2021, namely Robert Blanchard, Marion Campbell, Joyce Dance, Sibby Fennema, John Moors, Nouha Nasser, Gwen Norminton, Cedric Pettigrew, Jean Sida, and Duane Townsend.

Attendance

In addition to the minister, forty-two members and adherents were present, as follows: Dora Brown, Jean Elder, Stewart Elder, Asuquo Eniang, Mahshid Eshtiagh, John Fair, Martha Fair, Brenda Featherstone, Dennis Featherstone, Marcia Harten, Carolyn Herbert, John Huber, Karen Hurd, Victoria Mabie, Holly MacDonald, Jim MacDonald, Alta MacFie, Jim MacFie, Philip MacFie, Don MacMillan, Suzanne McBurney, Terry McBurney, Claire McPhee, Floyd McPhee, Margaret McPherson, Olivia Meyia-Takoukam, Paul Mkandawire, Derek Newton, Kathy Newton, Dianne Nickerson, Betty Paul, Peter Paul, Don Pestaluky, Pamela Pestaluky, Regan Rambally, Judy Reeves, Stewart Reeves, Lorne Roach, Margaret Roach, Dianne Smith, Dale Tuck, and Gord Walford.

Election of Secretary

The chair called for the election of a secretary for the meeting.

H. MacDonald nominated P. Mkandawire. The nomination was seconded by D. Nickerson. P. Mkandawire accepted the nomination.

The chair called for further nominations. None were forthcoming.

It was moved by T. McBurney, duly seconded, and agreed, that nominations cease.

The chair declared P. Mkandawire elected secretary by acclamation.

Approval of Agenda

A motion to approve the agenda was agreed by Terry McBurney, seconded by Alta MacFie.

Approval of Minutes

Dennis Featherstone agreed to approve minutes of the previous annual congregation meeting held on 25 February 2021, seconded by John Fair.

Dennis Featherstone also agreed to approve the minutes of the special meeting held on 1 May, 2021, seconded by Dale Tuck.

Reports of Session Officers

Regan Rambally made a motion for the congregation to first receive all the reports before opening the floor for questions and comment on each one of them. Suzanne McBurney seconded the motion, and it was agreed.

A. Clerk of Session

Dennis Featherstone moved to approve the report and the motion was duly seconded.

A recommendation by Jim MacFie that Session should study the concept of gracious dismissal on page 9 of the report was approved by the congregation.

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- B. Roll Clerk Marcia Harten moved to approve the report duly seconded.
- C. Communion Clerk (Laura Game & John Huber)
- D. Representative Elder (Gord Walford)
- E. Memorials Clerk (John Huber)
- F. Benevolent Fund Co-ordinator (John Huber)
- G. Youth Leadership Fund (Marcia Harten)
- H. Refugee Fund (Dale Tuck)
- I. Planned Giving (Dennis Featherstone)

All of the reports were adopted.

Reports of Ministry Teams

A. Policy & Planning – moved by Dianne Nickerson, seconded by John Huber.

B. Worship Co-ordination (including Choir report) – moved by John Fair, seconded by Don Pestaluky.

C. Christian Education (including Youth and Young Adults report and Library report) – moved by Holly MacDonald and seconded by Dianne Nickerson.

D. Pastoral Care – moved by Dora Brown and seconded by Margaret Roach.

E. Fellowship (including Bible Study report) – moved by Don Pestaluky and seconded by John Huber.

F. Outreach (including Barrhaven Bible Study) – moved by Dale Tuck and seconded by Don Pestaluky.

A recommendation by Philip MacFie for Parkwood to develop an outreach strategy in response to the changing demographics resulting in part from the pandemic was approved by the congregation.

G. Mission - Stewart Elder moved, seconded by John Huber. The Moderator reported that Leah Hope is planning to come back home for furlough on May 15 2022 and that she is looking forward to connecting with the congregation during this visit.

H. Facility Management (including Furnishing Group report) – moved by Terry McBurney.

I. Media Support (including Audio & Visual report, IT Support Group report, and Website report) – moved by Jim MacDonald, seconded by Philip MacFie.

J. Finance – Moved by Dennis Featherstone, seconded by Gord Walford A recommendation to increase its target for donations to the Loan Repayment Fund to \$12,000 for 2022 was approved by the congregation.

All of the reports of the Ministry Teams were adopted.

Other Reports

A. Leading with Care – moved by Marcia Harten, seconded by Dianne Nickerson

B. Audit Team – moved by Kathy Newton, seconded by Stewart Elder.

The congregation approved Parkwood's financial statements for the year 2021 following a motion made by Margaret McPherson and seconded by Gord Walford.

New Business

A. Budget Team Report - Holly MacDonald agreed to adopt the 2022 budget and Dianne Nickerson seconded the motion.

The congregation approved expenditures for Local Purposes of \$210,313 for 2022.

The congregation approved a target for givings for Local Purposes of \$180,000.

B. Target for Presbyterians Sharing for 2022

The congregation considered a recommendation from Session to set the target for Presbyterians Sharing for the year 2022 at \$12,000. After discussion, the congregation decided not to commit to any target for the year 2022. The main reasons for this decision included apparent lack of transparency regarding how the national church uses the funds it collects from congregations for Presbyterian Sharing and fears that the national church may be using some of this funding to support issues not well aligned with or even opposed to the interests of Parkwood.

C. Appointment of Treasurer and Envelope Secretary

The congregation re-appointed Ugo Kejeh and Betty Paul as Treasurer and Envelope Secretary, respectively.

D. Appointment of Audit Team for 2022

The congregation re-appointed Kathy Newton,

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Stewart Elder and Rachel McGregor as members of the Audit team.

E. Election of Trustee

A motion by Dennis Featherstone on behalf Session recommending the nomination of Jim MacFie for the position of Trustee was seconded by Dianne Nickerson. The chair called for further nominations, none were forthcoming. Jim MacFie accepted the nomination. A motion that nominations cease was made by Holly MacDonald and was seconded by John Huber and carried. The chair declared Jim MacFie elected as trustee by acclamation.

F. Membership of Ministry Teams

The congregation considered a list of members for different teams. The name of Philip MacFie was added to the Worship Coordination and name of Olivia Meyia-Takoukam was added to Media Support and on Outreach. The motion by John Fair and seconded by Don Pestaluky to approve the members was carried.

G. Other

Jean Sida's Bequest

On behalf of Session the Moderator presented two separate recommendations from Session with respect to the use of Jean Sida's bequest \$10,000 from as follows:

- i) That \$1000 be designated for Gracefield Camp Christian Camp and Retreat Centre.
- ii) That the balance of \$9000 be designated for the purpose of replacement of windows in the church building.

The congregation approved the two recommendations on motion of Dianne Nickerson, seconded by Don Pestaluky.

A motion of Gord Walford and seconded by Dale Tuck asking Session to consider alternatives to Presbyterian Sharing for mission donations from Parkwood was defeated.

Karen Hurd made an appeal to the congregation to support a fundraising event for Gracefield planned for 20 August 2022.

Adjournment

A motion to adjourn the annual congregation meeting advanced by Dianne Nickerson was seconded by Brenda Featherstone and carried.

Closing Prayer

The moderator closed the meeting with prayer at 9:30 p.m.

Paul Mkandawire
Secretary

Rev. James T. Hurd
Moderator

6. Reports of Session Officers



Paul Mkandawire
Clerk of Session

A. Clerk of Session

Four main issues preoccupied session's attention on ongoing basis during the past year:

- Session spent considerable time evaluating Covid-19 measures with respect to safe reopening of Parkwood to in-person worship.
- Session devoted significant amount of time and energy at different points over the year grappling with the budget and exploring ways of bridging the projected expenditure deficit in our operating account.
- Session devoted significant attention towards supporting the establishment of the Assembly of God (Portuguese) congregation here in Ottawa.
- Session has continuously reflected and debated on the implications for Parkwood of the General Assembly's changes effected by Remit B and C.

Session's work on Covid-19 measures includes:

- Regular review of public health mandates from the Provincial Government and the City of Ottawa and communicating them to the congregation through various channels including posters, the Bulletin, and the Pulse.
- Exercising its discretion with respect to lifting of Covid-19 measures and making recommendations to the congregation correspondent with the health needs of Parkwood members.
- Re-designating pew sitting and space in the sanctuary for safe in-person worship consistent with public health mandates.

Session's work on Parkwood's operating budget included:

- Review and approval of stewardship letter appealing for increased giving by members of the congregation.
- Placing announcements in the bulletin and making verbal appeal for more support during worship.

- Review and approval of a proposal from the Budget team for a fundraiser.

Sessions work on supporting AG (Portuguese) included:

- Review and approval of terms of reference for renting the church building.
- Delegating authority to relevant teams to ensure that support systems needed for the AG (Portuguese) conduct service of worship are in place.
- Communicating to the congregation about the presence of AG (Portuguese) in our midst and the need to make them feel welcome at Parkwood.

Session's work concerning changes to Remits B and C included:

- Meetings with members of session from Grace Orleans, St. Paul's, and Knox Manotick to learn from each other and for mutual support.
- Review of the communique prepared by Rev. James Hurd to the congregation on Remit B and C.
- Make plans to convene a separate congregational meeting to hear the views of members of Parkwood about changes to Remit B and C.

Other activities:

- Complied minutes of the annual congregational meeting convened in February 2022.
- Prepared and submitted the 2022 Canada Summer Jobs application for Summer Program Assistant position at Parkwood.
- Reviewed the visitation report compiled by the delegates sent by the Presbytery of Ottawa to Parkwood.
- Appointed a force to design an outreach strategy for Parkwood.
- Reviewed and approved terms of reference for Worship Coordination and Security Guidelines for the church building.
- Approved the offer of loan of grand piano.
- Approved the baptism of Keegan Meyia-Takoukam and Alexandra Meyia-Takoukam.
- As clerk, I attended two presbytery meetings on behalf of Representative Elder in March and May 2022.

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As of December 31, 2022, the following are the ruling elders of Parkwood: Paul Mkandawire (clerk); Dennis Featherstone; Daniel Akat; Asuquo Eniang; Laura Game; Pamela Pestaluky; Mohammad Raouf; Dale Tuck; John Huber; Holly MacDonald; Alta MacFie; James Hurd (minister and moderator); Dianne Nickerson; Marcia Harten; Linda Robinson; Gord Walford.

Submitted by:

Paul Mkandawire

Clerk of Session



Marcia Harten
Roll Clerk

B. Roll Clerk

Number of members on the roll,
December 31, 2021 **169**

Number added during 2022	
By transfer	0
By profession	0
By Session resolution	1
Total added	1

Number removed during 2021	
By transfer	1
By death	3
By Session Resolution	2
Total removed	6

Number of members on the roll,
December 31, 2022 **164**

Number of members on the roll for the previous three years.

	2019	2020	2021	2022
Number added	0	0	2	1
Number removed	6	3	12	6
Number Dec. 31	182	179	169	164

Submitted by:

Marcia Harten
Roll Clerk



Laura Game
&
John Huber
Communion Clerks

C. Communion Clerks

The record of communion for 2022 is as follows:

March 6:	43 reported
April 14 (Maundy Thursday):	25 reported
June 5:	47 reported
October 2:	51 served/reported
December 4:	65 served/reported

A special thanks to all who helped in the preparation, serving of communion and the clean-up that follows.

Communion Clerk
- Laura Game



Gord Walford
Representative Elder

D. Representative Elder

The Presbytery of Ottawa consists of twenty churches and one mission work, the Jesus the Only Way Arabic Evangelical Mission, which began in 2015 as an initiative of Grace Church Orleans. In the fall of 2022 Presbytery was informed that the church plant in Rockland was likely to be ceasing regular worship services by the end of the year. The Presbytery in partnership with the Presbytery of Seaway-Glengarry employed a part-time Ministry Animator, Cheryl Gaver, up to Cheryl's passing in April 2022; a process of discernment is currently taking place regarding the future of the position. The presbytery also oversees the operation of Gracefield camp through a Board of Directors. 2022 saw no departures or inductions and one retirement; one minister continues as stated supply - Ruth Draffin at Rockland

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Community Church. Three churches are vacant: St. Andrew's Aylmer (operating under a long-term supply arrangement), St. Martin's & St. David's, and Trinity Carp, into which a new minister was inducted on January 8, 2023. The presbytery met seven times in 2022.

I serve the Synod of Eastern Ontario as the convener of the Finance Committee and as such am a member of Synod Council. The Synod consists of five Presbyteries: Quebec, Montreal, Seaway-Glengarry, Ottawa and Lanark-Renfrew. Synod Council met twice in 2022, in April and September, via Zoom; Synod met in October. James also sits on Synod Council, as clerk of our presbytery.

Our minister is the Presbytery Clerk; the Moderator is Jonathan Dent, minister at Grace Church, Orleans. A number of Parkwood people sit on Presbytery committees.

It has been an honour and a privilege to represent Parkwood at Presbytery and Synod this past year. The Presbyterian Church in Canada continues to face considerable challenges, especially navigating through the issue of human sexuality. General Assembly in June 2021 adopted two contentious remits that threaten the future of The Presbyterian Church in Canada as we know it. By the time the Annual Meeting takes place, two meetings will have taken place outlining options for Parkwood going forward.

Gord Walford



John Huber
Memorial Clerk

E. Memorials Clerk

During 2022, in memory of individuals, Parkwood received gifts directed to the following Funds: Benevolent, CanHave, Loan Repayment, Memorial, Operating Budget, and Pastoral Care. Gifts were received in memory of Bob Foster, Bob Game, Gayle Dumsday, Dianne Mindel, Floyd McPhee, Marion Campbell, Mac Paul, Albert DeBoer, and Tom and Evelyn Warburton.

Donations are received by the Treasurer, who reports the balance of the Funds monthly to the Memorials Clerk (who advises the Session). A memorial record is also kept. In the financial statements, the amounts received, spent, and the balance in the Funds are reported in the table "Continuity Schedule of Reserved Funds." All gifts are held in trust; designated gifts are used for the purpose stated, and use of the undesignated gifts is decided by Session, for the glory of God and for use at Parkwood.

Memorial Clerk

- John Huber



John Huber
Benevolent Fund Coordinator

F. Benevolent Fund

Throughout the year, funds from the Benevolent Fund confidentially and quietly assist members and adherents of the congregation and people in the community who face unexpected financial expenses. Funds come mainly through the Christmas Eve church service and White Gift offerings.

Emergency funds and food vouchers (gift vouchers) are requested through the elders or the church office. This year white gifts were given as food vouchers and cheques thanks to Marcia Harten and Alta MacFie.

Monthly needs are provided for throughout the year so donations to the Fund at any time are much appreciated. The Fund is audited each year. Please continue to pray for Fund support and the community of people it helps.

Benevolent Fund Coordinator

- John Huber



Marcia Harten
Youth Leadership Fund

G. Youth Leadership Fund

The Parkwood Presbyterian Church Youth Leadership Fund was established to financially assist youth with the cost of participating in activities which develop their Christian leadership skills. By participating in events which foster leadership, youth grow in their skills and confidence as leaders, becoming valuable leaders in their community. To assist youth, ages eight to eighteen, funds can be requested by a confidential recommendation of two elders.

The fund is audited annually.

In 2022, many activities were cancelled due to the restrictions of COVID-19. No requests for funds were submitted this year.

Submitted by Marcia Harten



Dale Tuck
Refugee Fund Coordinator

H. Refugee Fund

In last year's report we expressed our prayer that suitable housing be found for a family in our church. We are thankful for answered prayer as the family has had a house to call home in a very supportive community since July. We thank Romero Veras as well as some professional movers for their help in moving and assembling the furniture. This was an unexpected blessing. Appliances were found, transported, and installed.

We are thankful to Duane Mayo for the use of his truck. A set of dining table and chairs was donated. Support and encouragement were given through visits, household repairs, replacement of dishes that were broken in storage and drives to and from church.

Some assistance in the form of warm clothing was given to a second refugee family that arrived in Canada very recently and facing cold weather for the first time.

We thank Dale Tuck, Alta MacFie, Jim MacFie, Philip MacFie, Marcia Harten, Terry McBurney, John Huber, Derek Newton, Peter Paul and Betty Paul for their help this past year. We are also thankful for all those who have given money, household articles and furnishings.

Respectfully submitted by:
-Dale Tuck



Dennis Featherstone
Planned Giving Ministry
Team Member

I. Planned Giving Ministry

In 2022, there was a donation of \$5,000 to the Planned Giving Ministry. The donation was transferred to the separate bank account for the Planned Giving Ministry at BMO. As of the end of 2022, a total of \$34,000 has been donated to the Planned Giving Ministry.

There were three goals in 2022. First, clarifications of our preferences were successfully communicated to BMO, including BMO putting the interest earned from maturing GICs into our bank account rather than wrapping them into a renewal GIC and ensuring that we have the lowest cost bank account. Second, electronic access to our bank account was established which means that Parkwood can minimize the bank fees being charged and will enable e-transfers when earned interest is donated to charitable projects such as Gifts of Change.

The third goal was to take advantage of the rising trend in interest rates for GICs. Maturing GICs and the new donation were pooled into an investment late in 2022 at a GIC rate of 4.25 per cent per annum.

The team continues to prepare a detailed tracking of the several GICs which make up the investment portfolio. With the exception of \$100 kept in the bank account, the remainder of the total-to-date donations of \$34,000 is invested. The cash balance as of December 31 is \$552.42. In 2023, some of the cash balance will be distributed to the Gifts of Change project.

The team is Marcia Harten, Asuquo Eniang, Stewart Elder, and Dennis Featherstone.

Submitted by

Dennis Featherstone

7. Reports of Ministry Teams



Dianne Nickerson
Team Leader

A. Policy and Planning Team

The Policy and Planning Team (P&P) is composed of elders appointed by Session, with the Minister and Clerk of Session as ex officio members. P&P assists Session in the general planning and policy development on matters relating to the life and work of the congregation.

As of December 31, 2022, the following are members of P&P: Dianne Nickerson, Holly MacDonald, Dennis Featherstone, Paul Mkandawire (*ex officio*), and Rev. James Hurd (*ex officio*).

Our team did a considerable amount of work reviewing, creating, overseeing, and updating terms of reference for various teams and personnel including, the following: Finance Team,

Budget Team, Worship Co-ordination Team, Historian, Media Support Team, Trustees. Input from team members was very helpful and much appreciated – thank you.

We continue to search for someone who would be willing to accept the position of Historian. This is one job that does not have deadlines! Simply gathering information for our history book and writing it down for future generations can be very interesting and rewarding. Please prayerfully consider this as one way you can serve God's church at Parkwood by contacting any member of Policy and Planning as listed above.

Parkwood is overdue to have its important records transferred to microfilm. To that end we investigated through the head office of the Presbyterian Church in Canada as to what records they have on file for us, as well as current costs for microfilming. In order to save money, Rev. Hurd usually transports the material to Toronto "the next time he is going there". Needless to say, during Covid, this has not happened, giving P&P more time to look into what needs to be sent. Because of our current finances due to Covid, it has been decided to budget for this endeavour in 2024. In the meantime, P&P will be asking team leaders to begin organizing their material before the fall, so that we can calculate the costs for inclusion in the budget for 2024. The leaders will receive an e-mail shortly from P&P in this regard.

The cost of Parkwood's insurance has increased, and we have been discussing issues regarding cost, as well as other matters, with our insurer. This has been very time-consuming and frustrating because we do not seem to be receiving answers to our questions from the appropriate people. This is a work in progress for 2023.

New policies are being worked on regarding the possibility of secure external access to electronic data, especially in these times of remote working, and other remote activities. Also, we continue to consider future goals and strategies for growth, participation, outreach, rentals, etc.

Respectfully,
Dianne Nickerson, Team Leader



John Fair
Team Leader

B. Worship Co-ordination Team

The year 2022 was a busy year for the Worship Co-ordination Team (WCT). One of our responsibilities involves the Lenten and Easter Services plus the Sunrise service. At a Zoom meeting of the WCT and Fellowship Teams, we were able to organize both the services and the following breakfast.

Ed and Vicki Steenhorst and Carolyn Herbert were willing recruits to do all the breakfast preparation. We were so grateful for their help in putting on the breakfast.

In 2021 Policy and Planning commenced work on reviewing the Terms of Reference for the WCT. That work continued into 2022 with further input from the WCT. The final version was issued by Session on September 26, 2022 and is available on the Parkwood website.

WCT does a regular check to ensure that the prayer request card, welcome card and visitor offering envelope are available in each pew on any given Sunday.

One of the major duties of WCT is ushering. Before the end of each year a fresh roster is sent out to the ushers. Currently we have six teams, and a total of twelve people that graciously serve on their appointed Sunday. Ushering tasks begin by turning on the lights in the Gathering Place and the Sanctuary.

They then bring out the Pulpit Bible, the bulletins for the service, the offering plate and the reserve signs for the ushers on the back pew. One of the ushers places the Bible on the pulpit and marks the Scripture texts for the reader. The ushers are then ready to greet all who come, especially visitors and ensure that all receive a bulletin. They are always there to provide assistance in any way before, during and after the service. During the

singing of the last hymn, an usher retrieves the Bible from the front of the Sanctuary and precedes the minister down the center aisle after the Benediction.

We welcomed Ruth Ibelegbu and Barbara Kondric to the roster of ushers in 2022 and now for 2023 and thank them for their willingness to serve. We would welcome others to come and join in this work. Think of yourself as a doorkeeper in the house of the Lord. Psalm 84:10.

One of the major events that needed our attention in 2022 was the acquisition of a grand piano for the sanctuary. Parkwood had received the offer of a loan of a grand piano for an indefinite period of time. The offer was first referred to the WCT for comment and recommendation back to Session. However, our opinions were split and so our comments were sent back to Session without recommendation. Session went ahead and approved the piano being brought to Parkwood.

It has enhanced worship and the appearance of the sanctuary. It has also led to trying new arrangements for the pulpit, lectern and choir. On October 2, 2022 there was a joint meeting of the WCT with the Media Support Team and Christian Education. The purpose was to offer suggestions on how to use the space at the front of the Sanctuary in relation to the placement of the grand piano. The WCT wrote a report to Session with the ideas expressed by the participants. Things have yet to be determined as to a final arrangement. Parkwood is grateful for the piano.

We thank Holly MacDonald and Pam Pestaluky and their two elves who decorated the Gathering Place and the Sanctuary for Advent and Christmas. Thank you as well for those who volunteered and read Scripture at Advent and Christmas plus those who read each week as part of the worship service. This provides an opportunity for the laity and the youth to participate in the worship service.

Our thanks to Susanne and Ted Johnson for providing the decorations for Thanksgiving. Thank you to the Audio Visual Group of the Media Support Team who provide the technical expertise for the weekly broadcast of the Sunday worship service and those who prepare the bulletin and

the slides each week. Thank you as well to Dianne Smith and the choir for their weekly work supplying music and song for worship. Much goes on behind the scenes to ensure that we honour the Lord God which is our ultimate goal.

Respectfully submitted by
John Fair



Susanne Johnson
Choir President

Choir

The choir's main function is to assist in leading the worship music during the Sunday service both live and online to the glory of God.

The choir and various instrumentalists provide offertory music, preludes and hymns. All music has to be approved for live streaming copyright.

2022 was an exciting year for the Choir! We experienced many challenges and changes and we managed to adapt to each situation. The Choir members remained active and dedicated through it all!

The Choir members are Gord Walford, Diane Walford, Asuquo Eniang, Ted Johnson and Susanne Johnson. To accompany the congregational singing, Dianne Smith played the piano or organ, Gordon Walford played guitar, Diane Walford played piano and the Djembe. Asuquo Eniang played the bass guitar, saxophone and drums, Susanne Johnson played the flute and piano.

In January and February 2022 rehearsals were held on Saturday evenings via Zoom which Dianne Smith hosted from her home. We were so happy that Lori Stewart was able to join in with us on our Zoom practices. For Sunday services, we used some recordings we had on hand from earlier services that were held at Parkwood. Dianne Smith

also chose pieces which included a wide variety of contemporary and traditional music selections. These selections were recorded and prerecorded following social distancing protocol and were then blended by our very talented tech people. Some of these lovely prerecorded pieces included a gorgeous saxophone/piano duet which Asuquo recorded in his home studio. We enjoyed a beautiful vocal solo called Only By Grace, which was sung by Lori Stewart and was recorded at her home on Grand Turk Island. Dianne Smith got permission to share a YouTube video of a piece of music called Calon Lan (Welsh for Pure Heart) which was sung by a group called Only Boys Aloud. We also enjoyed prerecorded music which featured the Parkwood Band and Susanne on Flute. Susanne also contributed a vocal solo, His Eye is on the Sparrow as well as some prerecorded piano and flute solos.

March 2022 Choir practice returned to in person rehearsals on Thursday evenings at 7:30. Once we were back together again the Choir had the joy of learning some new anthems and singing them to God's Glory on Sunday mornings.

In May a powerful storm came through leaving us without power. The Choir once again adapted using miner lamps in order to read our music and we enjoyed unplugged, acoustic services singing from the hymn books with the piano moved over to the window for light. Like the old days before electricity!

Summer supply was provided by pianists Sunny Kim, Janice Gray and Andrea Gibson who did a wonderful job. Ted and Susanne helped to lead the hymns during the summer months.

During the summer months Dianne Smith attended two online Conferences held by SICM (Summer Institute of Church Music) and Getty Sing! Dianne Smith extends many thank to Parkwood for their support in attending these conferences. The "Theme Song" for Getty Sing! was "He Will Hold Me Fast" and the highlight for us for 2022 was the honour of singing He Will Hold Me Fast at the memorial service for Floyd McPhee on July 2, 2022.

Come September we were thrilled to have been given the opportunity of storing and using a 10-foot Hyundai Grand Piano. We are so excited to have the use of such a beautiful instrument and we believe

that it truly enhances the music. We are most grateful to Parkwood for this wonderful opportunity.

In November we were delighted to have Isabelle Anguezoo and Olivia Meyia-Takoukam lead praise singing *Qui es comme toi?/Who is like unto Thee?*, in both French and English.

The Choir made an announcement looking for new members and as a result of that plea we welcomed two new choir members just in time for Christmas. We welcomed Grace Wiens and Katherine Finter to our group.

We were delighted to have Lori Stewart with us for two services this Christmas. Lori joined in with Diane Walford singing the Alto parts in all the Carols and Anthems.

One of the Christmas highlights was Lori Stewart's solo *Consider the Stars* accompanied by Dianne Smith with Susanne Johnson on flute.

Many thanks to all the Choir members, instrumentalists, soloists and everyone who contributed to the music ministry at Parkwood. We appreciate everything you do and pray that you will continue to join in with us to praise the Lord through music in 2023.

We also wish to send a special thanks to the Media Team and the Power Point operators for all their support and a special thank you to Brenda Creighton for all her organizational help filing music, looking after copyright requirements and so many other things she does for us. We are most appreciative.

We are always looking for new choir members! Everyone is welcome. Being able to read music is an asset but not a requirement. Just come make a joyful noise to the Lord!

Susanne Johnson
Choir President



Holly MacDonald
Team Leader

C. Christian Education Team

Parkwood's Christian Education Team is responsible for helping people to learn about the Bible, our faith in Christ Jesus and how to apply these teachings in our daily lives. We run programming for children, teens and adults of all ages. The following are members of the team:

- Holly MacDonald (chair)
- Victoria Henry (ex officio)
- James T Hurd (ex officio)
- Pamela Pestaluky
- Marcia Harten
- Alta MacFie

Since 2020, the COVID 19 pandemic has made it difficult for the team to operate as it normally would. Many opportunities for learning were over ZOOM or hand delivered materials. Thank you to the team members for persevering and being agile and flexible as we dealt with providing Christian Education in trying circumstances! In 2022 we have begun to do more in person learning and rebuilding our programs. Below are reports from the various programs and activities that the CE Team have undertaken in 2022. Thank you to all who have volunteered and supported the team with prayer and support over the year.

Church School

Church school has gone back to in person lessons. Attendance is small but enthusiastic. The children/youth are divided into two groups – Kindergarten to Grade 6 and Grade 7 to high school. With the help of Laura Game, Lorrie McEwen and Peter Paul I have been working with the younger group and Victoria Henry is leading the older group.

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On Easter Sunday, after the service, the younger children handed out jellybeans along with the Jelly Bean Prayer to members of the congregation.

During Advent the younger group had their own Advent wreath which we lit each Sunday of Advent, and they took turns with each of the readings.

After the May long weekend windstorm, Alex and Keegan M-T helped with the back yard cleanup. Their muscle power was appreciated.

*Submitted by
Pamela Pestaluky*

Logos

Logos is Parkwood's mid-week activity for children in grades 1-8. Due to the Covid 19 pandemic we were forced to cancel Logos in the spring of 2020. As things are returning to normal, we decided to begin Logos again this Fall. We started up again on October 4th and we had our last Logos night on November 30, 2022. Many of our former Logos participants are now in High School and we have had to start to rebuild the program. There were 7 children enrolled and we were happy to have 6 teen volunteers on a regular basis. It was good to have these former students back with us! We rented and used the Elizabeth Wyn Wood Alternate School gymnasium again this year for the teens and older children.

Throughout the Fall the children have enjoyed great food and fun at our theme-based dinners, learned Bible stories and principles, learned how to play hand chimes, played games and had fun together!

Holly MacDonald has continued as director of Logos, Victoria Henry has been decorating the Fellowship Hall each week for the themes. We had a regular staff of 11 adult volunteers at Logos, with various others helping from time to time. These motivated, caring and creative people, from our congregation, cook, serve and clean up theme-based dinners, teach Bible and worship skills and plan and supervise games and recreation. Their gifts were put to good use in the nurture and education of these children from our church and community.

The following is a list of Logos leaders:

Cooks: Ed and Vicky Steenhorst
Assistant Cook: Marcia Harten

Dinner Dean:
James Hurd

Bible Teachers:
Gr 1-4: Lorrie MacEwen
Gr 5-8: Victoria Henry

Worship Leaders:
Holly MacDonald, Pamela Pestaluky

Recreation Leaders:
Gr 1-4: Holly MacDonald,
Gr 5-8: Jim MacDonald, Victoria Henry, Michael Burdo

Helpers:
Golda Akat, Joelle Hanna, Shako Basho, Jubran Abou Kasem, Tony Abou Kasem, John Diaz

Thank you to all members of the congregation who have supported Logos with their gifts and prayers.

*Submitted by
Holly MacDonald*



**Victoria Henry
Christian Education
Support Worker**

Youth and Young Adults

The year 2022 remained to be a time of changes and adjustments in the youth ministry at Parkwood. Throughout 2020 and 2021, we had adapted to switching primarily to online ministry, having youth events and high school Sunday school classes over Zoom. After reopening in person for youth group for a couple months at the end of 2021, everything shifted back to online just before Christmas, which meant, we were back to online youth group at the beginning of 2022.

We continued meeting virtually every second week, generally on Friday nights for a couple hours to play games and have a Bible lesson and discussion. Those who came out still enjoyed being able to connect with their friends despite not being able to see them in person. Thankfully, this period of going back to online only lasted a couple months.

By late winter, we were easing back to being in person once again, holding our meetings in the Fellowship Hall where we had plenty of space to keep distance between ourselves while still wearing masks to keep each other safe. As we adjusted to being in person again while knowing COVID-19 was still around us, we were able to figure out a way to once again run the youth ministry at Parkwood in person while maintaining health protocols and keeping each other safe.

In April, the Parkwood youth group attended No Other Name, the annual youth conference that takes place on Good Friday. This was the first year that No Other Name met in person in three years due to the pandemic. At their new location, Cedarview Alliance Church, a large number of youth groups from across the city met that afternoon and evening for times of worship, speakers, discussions, games, and so much more.



Everyone was so excited to be back in person, getting to reconnect with their friends and make new ones. Parkwood had nine youth and two leaders attend.

We continued to meet throughout the spring for events, including in-person game nights, an afternoon water balloon fight, bowling and an end-of-school-year BBQ. The number of youths who came out tended to fluctuate, but overall, there was a gradual increase as we continued to learn how to do youth group in a "post-lockdown" world.



Throughout July and August, our summer student, Violet Busat, ran our youth events. She led the youth in a rock painting night where they could paint rocks with inspirational words or sayings, cute pictures or anything else that might brighten someone's day when they saw it in a garden. She held another event where she led them through a virtual escape room that focused on Nehemiah. This had them working as a team through a number of puzzles that went along with the story of Nehemiah and the rebuilding of the wall.

We began our regular bi-weekly youth meetings again in September, starting up with a games and devotional night at the church. We met later that month for outdoor mini putt at Mini Golf Gardens, enjoying one of the last "good weather" nights before it got too cold. We had a couple of other games and devotional nights at the church throughout the fall. We also met with the youth group from Knox Presbyterian Church Manotick on two separate occasions, for a night of games and learning to cook and bake. In October, the family

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ministries coordinator from Knox led the group in baking red velvet cupcakes. In December, the two groups joined together to put together a spaghetti dinner. Both evenings were a time of good fellowship, witnessing the youth from Parkwood connect with kids and teens from another church.



Our final youth event before Christmas was our annual Christmas party. Due to the nasty winter weather we ended up moving the party to the Sunday before Christmas, following the church service. We had a good turnout, even having a couple of youth join us who are usually unable to join on our regular youth group meeting nights. We all enjoyed a fun afternoon of a taco lunch, a Christmas devotional, ugly Christmas sweater cookie decorating, and a gift exchange.

We have a wonderful team of helpers working with the youth on Friday nights, made up of Philip MacFie, Derek Newton, and Violet Busat. They have connected well with the youth and are a blessing to this ministry and all who are involved. We are all very thankful for their help on Friday nights and their guidance and love for the youth.

The high school Sunday school class had remained online throughout 2021 and continued in the same manner at the beginning of 2022. Numbers were consistent but low, and eventually we found there were a number of weeks where no youth came to the online class. As restrictions eased, we decided to try going back in person, but as a hybrid model – meeting in person, but still offering a virtual component. We had been meeting at 11:15 a.m. on Zoom, following the Sunday morning worship

service. Once we began to meet in person again, the youth requested to have the time of the class go back to the regular time slot of during the worship service. This encouraged more youth to attend, and attendance began to increase again. The hybrid model was offered until late spring, but eventually stopped as none were attending virtually anymore. We also welcomed the grade 8's into the high school class as we moved into the hybrid model.

We worked through a curriculum from RightNow Media, and other individual lessons on various topics they face in day-to-day life. We worked through Easter lessons during the Lenten season, focusing on Jesus' life, death and resurrection. After Easter, we moved into a curriculum from Fuller Institute called Faith in an Anxious World. This looked at stresses that teens today face and how to deal with them in a constructive way instead of turning to coping mechanisms that are not helpful and are possibly more damaging. We got through a couple of lessons before the summer, took a break over July and August, and then picked up where we left off in September. We wrapped up this material near the end of October.



A few individual topics were covered in the weeks leading up to Advent, where we then began a four-week Advent curriculum from Ministry to Youth called The Arrival. This looked at different parts of the Christmas story that don't often receive as much attention, such as the history of Advent, the prophets, the obedience from Mary and Joseph, and the responses from the Magi and King Herod.

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It was a busy but exciting year as we adjusted to being back in person, learning how to run youth ministry again in a very different world than where we were before covid shut things down three years ago. A lot of the youth have moved into the youth group age and it is exciting to work with them and see them growing and developing into wonderful young people.

Thank you to everyone who has helped with the youth ministry this year. It takes a village to run a youth ministry and Parkwood has a wonderful group helping to guide our teens. You are all a blessing to the youth and to myself.

Blessings,

Victoria Henry (Mabie)



Parenting Course

For three weeks in November Michael Burdo led a Parenting Teens Course. The participants felt it was a success and asked that it continue in the new year as a support group.

Submitted by

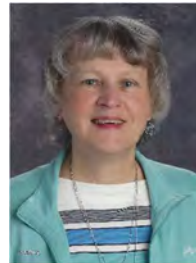
Pamela Pestaluky

Mid-week Summer Fellowship

The Mid-week Summer Fellowship was held on Wednesday evenings during July and August. Our studies centered on the narrative of the Great Flood recorded in Genesis and its disruption to life, and how some of its lessons apply to the disruptions arising from the present pandemic.

The studies were led by the minister on July 6 and on August 10, 17, and 24, and by John Fair on July 13, 20, and 27, as well as on August 3.

Submitted by,
James Hurd



Alta MacFie
Librarian

Library

Only a few books were purchased this year in keeping with the budget restraints. The catalogue of books may be consulted by searching <https://www.librarything.com/catalog/Parkwoodlibrary>.

Children's books continue to be used the most. A few book reviews were written for inclusion in the Pulse. All are encouraged to borrow books from the library in order to deepen our understanding of the Christian faith through reading and study.

A notice was placed in the bulletin for the January Calvin College lecture series available online.

RightNow Media

Through reminders in the bulletin, the congregation was encouraged to sign up and use RightNow Media, a library of Christian films featuring a wide variety of topics offered for free to those affiliated with Parkwood Church. There were five users added in 2022 for a total of 43, 39 of whom are active. All are urged to sign up and use this valuable resource.

<https://app.rightnowmedia.org/join/ParkwoodChurch>

Alta MacFie
Librarian

On-line Course: Reformation

During March and April, Jim MacFie led Part II of the Reformation course that started in 2021. Part II comprised five one-hour segments covering the English Reformation, the Scottish Reformation, the Book of Common Prayer, the King James Bible and the Puritans. The format for the course was an illustrated lecture on PowerPoint prepared by Jim followed by Question and Answer on Monday or Tuesday evenings from 7:30 pm to 8:30 pm. Alice Veras again contributed her graphics skills to the preparation of the slides.

Submitted by:

-Alta MacFie



**Dora Brown
Team Secretary**

D. Pastoral Care Team

The members of Parkwood's Pastoral Care Team were Rev. James Hurd, Margaret Roach, Betty Paul, Dale Tuck, Marcia Harten, Dora Brown and on (LOA). Laura Game, Barbara Townsend. Rev. Hurd is chair and Dora Brown secretary.

The team met monthly on Zoom, except in July and August. Each meeting was opened with prayer and devotions by a team member. We reviewed and discussed activities in relation to the pandemic and other issues arising from pastoral care team visits in person or telephone.

Team members responded to referrals, make phone calls to those on our pastoral care list and other members of the congregation to keep in contact and check how they were managing. Pastoral care communion and monthly lunch and learn sessions were cancelled. Spiritual care volunteers were not allowed to visit patients in hospitals or Nursing homes and only recently started limit visitation. In November 2022 we held the first lunch and learn since the beginning of the pandemic. The impact of the pandemic on our

community, hospitals, and Nursing Homes was at times overwhelming for those who had a family member ill. Team members continued to respond to a pastoral care need if it was brought to the attention of a member of the pastoral care team. Issues and concerns that were brought to the attention of Parkwood's Pastoral Care Team were discussed and dealt with according to our recourses, information, and knowledge.

Worship services at Starwood Nursing Home, Crystal View Lodge and City View Retirement Residence were cancelled. Worship services at Peter D. Clark were cancelled and Spiritual Care volunteers who had been visiting residents and helping at the Home were suspended. We cautiously restarted worship services at Peter D. Clark. Rev. Fair has restarted conducting once a month service at the home. Dora Brown continues to help by contacting pastors and communicating with the home by telephone and email for resident worship services. We were often short of pastors to conduct the services or visit residents. The Spiritual Care Team of Peter D. Clark held regular spiritual care meetings by Zoom during the pandemic. Rev. Hurd and Dora Brown attended these meetings.

Finding ways to provide media to members, especially those in hospital or Nursing homes, to enable contact or connection to the church services was one of the issues brought to our attention. Some did not have computers, iPads or phones, were unable to use them or had no connection to the internet. Cost or technical ability remains a problem for some. Dale Tuck continues to follow up on these issues. The Nursing Home Spiritual Care committee reported that TV/you tube church services were provided to Nursing Home residents by use of iPads and help of staff. Transportation for those unable to take Para Transpo or drive a car to come to church service were discussed and a notice placed in the church bulletin. This still remains an issue. A concern was voiced about the impact of telephone calls or media giving wrong information or making false statements. This will be addressed in a future lunch and learn. Dale Tuck brought to our attention that some members of our congregation had difficulty paying for their medications. We established that a referral could be made to the

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local Community Resource Centre or contacting the Ontario Trillium Drug Program.

Pastoral Care has in their budget the large print "Today" devotional booklets provided to the Peter D. Clark residents and to individuals within Parkwood Church and beyond. These were mailed out by the church office and delivered by Betty Paul to the Nursing Home. Booklets were also made available by the church office for pickup by any interested person.

The Prayer Chain, co-ordinated by Jean Elder, continued to contact prayer members weekly by e-mail and as new prayer requests were received. Once again this has been a busy year for Jean as several members of our congregation have asked for prayers for their loved ones.

2022 was another busy year for people requesting prayer for loved ones. 554 prayer requests were received and we had 86 people giving thanks for answered prayer.

If you feel drawn to pray for people we would love to have you join the prayer team.

The booklets "Journeying Through Grief" were sent to families or individuals who had suffered a loss. The booklets expressed care and support for those grieving. Margaret Roach is the contact person to organize and send out the booklets. Laura Game on behalf of the Pastoral Care team sent cards and notes to congregation members who had experienced a loss of a loved one, suffered an illness or experienced a special event.

Pastoral care visits to patients of the Presbyterian faith at the Ottawa Hospital Civic Campus and Queensway Carleton Hospital were suspended. Rev. Hurd is the Presbyterian Presbytery representative on Queensway Carleton Hospital Pastoral Care Advisory Committee and will advise us about future pastoral care visits to the hospital.

Unable to meet for worship service in church or to enjoy the social time after church service limited the ability to connect with each other and to meet new members of the church. Isolation, lack of contacts and anxiety of getting the vaccine or Covid

continued to impact the physical and mental health of many.

The ability for people to come together on you-tube for church service and Zoom for social time, attend meetings and make contacts was helpful to maintain our connection and spiritual, mental well being.

Through out 2022, it was difficult to contact people and to do follow up. Changes were constantly being made in pastoral care due to the pandemic and following the guidelines for physical distancing, masks, sanitizing protocols and isolation.

The Ottawa Pastoral Care Training Program, part of the requirements for pastoral care and to serve as a pastoral care visitor in hospitals, was held on Zoom. The Ottawa Pastoral Care Training Program also held Spiritual Care continuing education events and advanced courses on Zoom. We encouraged more congregation members to take the Pastoral Care Training Program.

*Submitted by the Pastoral Care team secretary
Dora Brown*



**Don Pestaluky
Team Leader**

E. Fellowship Team

It is with Thanks and Praise to God for the following Parkwood Church events and activities that occurred during the past year and for the many persons who gave of their time and resources to these events and activities.

The Fellowship Team is especially grateful to those who donated foodstuffs and kitchen supplies/kitchenware for various Fellowship events and activities.

On March 13th the Fellowship Team held a meeting to discuss plans for an Easter Sunrise breakfast and the return of a Fellowship time with refreshments following the Sunday Worship

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Service. In attendance were Pamela Pestaluky, Susanne Johnson, Carolyn Herbert and Don Pestaluky.

Special thanks to Ed and Vicki Steenhorst and Carolyn Herbert who on behalf of the Fellowship Team assisted the Worship Team in hosting the annual Easter Sunrise breakfast. This breakfast was held in the Fellowship Hall after the Sunrise Service at the Arboretum on Sunday, April 17th – and after what was a sunny and relatively pleasant morning. With free will offering this breakfast raised \$29.00 for the Fellowship Fund. Thank you!

On April 24th, for the first time since the onset of Covid, coffee and tea were served in the Fellowship hall following the Worship Service. Scott Nickerson was the first to enjoy a cup of coffee. As well, for the months of July and August lemonade and water were made available in the Gathering Place. Coffee and Tea Hosts for the year were Ed and Vicki Steenhorst, Carolyn Herbert and Claire McPhee, Tami Kamou and Heather Peckett and Don Pestaluky.



A Strawberry Social was held after the Worship Service on Sunday, June 26th. Special thanks to the anonymous donor who paid for the berries and ice cream for us to enjoy. No free will offering was taken at this event however a balance of \$11.02 from the donation was deposited to the Fellowship fund. Thank you.

On Saturday, July 2nd the Fellowship Team hosted a reception following the Memorial Service for the Rev'd Dr. Floyd R. McPhee, Minister Emeritus of Parkwood Church. The Fellowship Team extends special thanks to our Church Family for their generous contributions of sandwiches and dainties to this reception and to those who helped set-up for the reception, who helped in the kitchen, who helped with the clean-up and who served as ushers and lift and parking lot attendants.



Mid-Week Fellowship began on Wednesday, July 6th and continued through the summer to Wednesday, August 24th. Special Thanks to Violet Busat who ensured that cold drinks were available for the participants.

A Corn Boil was held after Worship Service on Sunday September 11th. Thanks to John and Martha Fair and Ted Johnson for their assistance in husking the 6 dozen of corn which were eaten at this event. With free will offering the corn boil raised \$3.00 for the Fellowship Fund.

In celebration of Jan Sheridan's (a formerly acting and long serving elder of Parkwood Church) 90th birthday, a birthday cake was served in the Fellowship Hall after Worship on November 13th.



Virtual Fellowship Hour:

This year the Fellowship Team hosted a total of 14 Virtual Fellowship Hours with an average of 13 persons attending. Until the end of March the Fellowship Hour was primarily held bi-weekly and for the remainder of the year was held monthly. Since its commencement in late 2020 there have been 42 Virtual Fellowship Hours averaging 17 persons in attendance. Special Thanks to Rev. Hurd for his assistance in sending a zoom link to those wishing to participate.

The Virtual Fellowship Hour which follows the Sunday Worship Service will continue into the New Year on a monthly basis. If you would like to connect with friends at Parkwood Church please contact a member of the Fellowship Team or the Church office.

Parkwood Elves at Work:

Easter: Jelly Bean Prayer

This year the Parkwood Elves put together 24 Easter treat bags to deliver to seniors in our congregation. These bags included different coloured jelly beans to represent the colours in the jelly bean prayer. A special thank you to Marcia Harten, John Huber, Alta MacFie, Susan McCullough and Kathy Newton who faithfully delivered and, when possible, visited with our seniors.

Christmas: Pinecone Bouquets (Mason jars)

The Parkwood Elves increased their numbers with the addition of several young ladies from our congregation. A special thank you to Kloe G., Eileen & Lilly T., Joelle H., Amanda Black and Placid Akat for helping to create our bouquets. It was a very enjoyable afternoon reconnecting with these talented young ladies. 42 bouquets were created and once again delivered by our very dependable Elf drivers (Asuquo Eniang, Marcia Harten, Laura Game, Alta MacFie, Kathy Newton and Dale Tuck).



Thank you to those of you who donated mason jars and Christmas decorations that were used in these bouquets. The buttons were not used this time. The Elves over estimated what they could accomplish but will keep them on hand for future endeavors.

Christmas: Outdoor Pots

The Parkwood Elves once again put together and delivered 18 Christmas pots with funding from the Fellowship Team. They were only spotted once, by Pastor James, as they were doing their deliveries.

Submitted by:

Pamela Pestaluky

Through sharing together and with one another our Christian Fellowship is strengthened. Through our activities relationships are built within and beyond our Church Family.

The current members of the Fellowship Team are: Susanne Johnson, Carolyn Herbert and Don Pestaluky. The Fellowship Team's Session representative is Pamela Pestaluky. Dianne game is currently on Leave of Absence. You are invited to join this Team and we would be delighted to have you share your talents at Parkwood. Please give this your prayerful consideration and speak to Don Pestaluky (613-226-3089) if you have any questions. Thank you.

Fellowship Team Leader

Don Pestaluky

Sunday Bible Study

Members of Sunday Bible study have been faithful in meeting on a regular basis on Zoom to study the Word of God. We met after church service at 12:15 to 2:00 PM. We completed the "Operation Timothy" Bible study and began a new study "Thirty Discipleship Exercises The Pathway to Christian Maturity. This study features 30 different topics with six Bible verses for each lesson. The Scriptures selected are basic to Christian life and witness. We used our Bibles and looked at each verse in its context. We discussed how these verses applied to our every day living. We encouraged new members to join us by placing notices in the pulse and church bulletin.

Submitted by

Dora Brown

Barrhaven Bible Study Group

The year 2022 was the twelfth year for the Barrhaven Bible Study Group which began January 16, 2011. We met in our basement until COVID hit in the spring of 2020 but we were back in operation by the fall of 2020. We were different in two ways. One, we could no longer meet in person as we had done and so ZOOM became the means by which we were able to continue. Second difference, thanks to ZOOM, our group expanded in number and that growth continued in 2022 and already in 2023. We are indeed thankful to God for the new folk who have joined us and for those who have remained faithfully with us, some since we began.

We study various books of the Bible and topics suggested by participants. Study notes are distributed in advance; we go through the Scripture text and then have discussion and questions.

In going back through our notes for 2022 we realized how much study we actually did in that year. We concluded our 2021 study of 2 Peter and then went on to Titus and from there a brief study of Heaven. Before we broke for the summer we spent some time in Philemon.

We began the fall session with a few weeks of study of Christian doctrine. We began by defining what doctrine is, the history of doctrine, how it came to us, plus how it is linked to theology. The apostolic period, AD30-90 produced the New Testament consisting of the four gospels and the epistles, particularly of Paul and John and the writer to the Hebrews. The New Testament has given us rich doctrine from the rich theology of its inspired writers. The Reformation and the Reformers beginning in the 16th century brought the church back to the Scriptures and thus to its doctrinal teaching and theology through the public preaching of the word in the language of the people, plus the writing of much commentary on the New Testament.

We studied the doctrine of God, the doctrine of the Trinity, the Five Doctrines of Grace or Five Points of Calvinism and the Five Solas of the Reformation. We finished with a quote from John Calvin, 1509-1564, when he said – "Doctrine is the soul of the Church for quickening." Doctrine and theology which belong together are therefore to be valued and taught.

After that we began a study of 1 John. This has

proven to be a rich study of the inspired work of that gospel writer. John constantly challenges his readers of the first century AD church and those of the twenty first century AD church to test the genuineness of their conversion and as Peter challenged his readers in 2 Peter 1:10 to make their calling and election sure. As we enter 2023, we are about halfway through 1 John. Come and join us – there is room on Zoom.

Respectfully submitted by

Martha and John Fair.

Tuesday Bible Study

A small group of women are holding a Bible study at Stirling Park Retirement Home, on the second and fourth Tuesday of the month, 1:30 - 3:00 pm.

Please consider joining us. Men are very welcome. We study the Bible together, to consider His word, and how to apply it to our lives today.

For more information, contact Claire McPhee



Dale Tuck
Team Leader

F. Outreach Team

Again, this year, John and Martha Fair were present at Algonquin College during first term exams, providing some nourishment to students. We do thank those who provided baked goods for this welcome support for our young people.

We have been drawing on some of our young people to get ideas on what direction we should put our limited resources. Martha Fair put together an extensive analysis of our "neighbourhood" so that we might be better able to understand what direction we should take. Meetings are ongoing and we would ask anyone who would like to join us in these deliberations and in the tasks that might be decided upon.

Currently there are only two people on this Team, so help is desperately asked for.

Dale Tuck



Stewart Elder
Team Leader

G. Mission Team

This year, thanks to Rev Hurd and Asuquo Eniang, we continued using Zoom technology as a hosting vehicle for our regular monthly meetings. With the exception of the months July and August, in 2022, a total of ten Mission Team meetings were held on the first Tuesday of each month from 7:00 to 8:30 p.m.

In 2022, the following served as members of the Mission Team: Rev James T. Hurd (Ex-Officio), Asuquo Eniang, Derek Newton, John Huber, Paul Mkandawire, and Stewart Elder.

We would like to express appreciation to the congregation for the generous response in prayer and funding offered in support of the projects and appeals brought forward by the Mission Team throughout the year.

In 2022, the Four Mandated Special Appeals were:

- The March 27, Appeal in support of the "Jesus the only Way Evangelical Arabic Ministry", through which \$575 was received.
- The June 12, "Sat 7 Canada" ministry, Appeal received \$300 in support.
- The 25 September, Appeal given on behalf of the Algonquin College Campus Ministry, received \$508 in support.
- The 20 November, Wycliffe Bible Translators, Appeal received a Total of \$355 in support.

In addition, to our mandated, Four Mission Team Special Appeals each year, the Mission Team brought forward before the congregation, a Special Appeal, on behalf of the Presbyterian Church in Canada's support request with respect to the crisis in Ukraine. As a result, \$1,575 was received On behalf of our Parkwood Church congregation in support of this additional special appeal.

Operation Christmas Child:

In 2022, 30 prayerfully packed shoeboxes, each one

a tangible expression of God's love and an opportunity to show the Good News of Jesus Christ with a child, their family, and community, were presented as Christmas gift donations at Parkwood Church in support of the 2022 Christmas Child Shoebox program. This Samaritan's Purse project, which started in 1993, in 2023 celebrated the collection and distribution of their 200 millionth Christmas Child Shoebox. The Mission Team would like to thank all those who assisted in this year's project through their prayer, financial support and the packing and filling of the Christmas Shoeboxes.



The Christian Salvage Ministry:

For a long time now, the Parkwood Mission Team has collected and sent Christian material to Christian Salvage in Hamilton, On, through local Ottawa area volunteers. CSM normally distributes these donations to various Christian churches, missions and ministry communities in Africa and India, where they are eagerly received. However, since CSM no longer has a collection depot here in Ottawa, they are hopeful that if we can collect a normal pallet-sized load, they will be able to arrange for a truck company to pick the pallet up and deliver it free of charge to their warehouse in Hamilton. Consequently, the Christian Salvage Ministry Collection Box has been placed once again in the Church Gathering Place Coat-Room and the congregation is now encouraged to once again donate their slightly used Christian literature to it. It is hoped that when sufficient material is received appropriate transportation to Hamilton, arrangements can be successfully concluded.

2022 Annual Report of Parkwood Presbyterian Church, Ottawa

The Mission Team Budget AGM approved ministries in 2022 are listed as follows:

Major Mission Team Budgeted Support:

- Congregation Lay Mission Support in behalf of Leah Hopp, Orthodox Presbyterian Church, Uganda.
- Gracefield Christian Camp and Retreat Centre.
- Carlington Community Chaplaincy
- Intervarsity Christian Fellowship in support of Alaina Johnston, Associate Director of Strategic Growth and Multiplying, Eastern Ontario.
- Ottawa Innercity Ministries.

Additional AGM approved Budgeted Expense Item:

- Church Around the World-monthly Bulletin inserts



What went well?

- Derek's Algonquin College write up and Appeal was very well done and received.
- The Good News about the Carlington Community Chaplaincy recent Drop- in Program restart, after being closed for so long is certainly a good news, wellness sort of thing.

What can we do better?"

- Encouragement of volunteers to consider offering support at the Carlington Community Chaplaincy, Drop- in Program.
- Possibly a follow-up with a Pulse review article of "What's happening there?"

In His service,

*Stewart Elder
Mission Team*



Terry McBurney
Team Leader

H. Facility Management Team

During 2022 FMT saw the loosening of Covid restrictions and the return of some activities into the church. It also saw turnover in both the Administrative Assistant and Caretaker positions and major storm damage to the Church building and property- in all a challenging year.

Everyone has been happy to return to in-person worship and to the ability to meet together as Teams and as a Congregation. At the same time, some people are cautious about meeting in person and many of us enjoy the convenience of meeting electronically and remotely. The combination has presented both opportunities and challenges.

In June 2022, David Joiner, who had served as caretaker for several years, retired. In September, Mahshid Eshtiagh resigned as Administrative Assistant to move to a challenging management position that will utilize her skills and abilities; we wish both David and Mahshid well. We have been fortunate to recruit Sunkyu Kim to the position of caretaker as our needs fit well with his schedule as a student at the University of Ottawa. Also, in September, we were pleased to have Elizabeth Mabie join as Administrative Assistant.

In mid-year, Ottawa was struck by a major wind and rainstorm that did significant damage across the city, and indeed across the Ottawa Valley. At Parkwood, we had several trees blown down and the wind did significant damage to the property and also to the building, breaking windows and damaging our roof. Thanks to the effort of many volunteers we were able to clear the debris strewn on the property relatively quickly. Because of supply chain issues that have made it difficult for anyone to access construction and other materials, and because of the shortage of workers to do the repairs, it took five months to complete the recovery. However, in the process we replaced the shingles on our roof under our insurance coverage.

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In past reports we have noted the need to replace several windows in the Sanctuary, the Administrative office area and the Meeting Room. As a result of a generous donation we were able to replace these windows in November.

As we study our building, there are other projects that will require attention in the short term future:

- The repair/replacement of soffits, fascia and eavestroughs for the building;
- The painting or covering of wood surfaces on the exterior of the building;
- The replacement of tile and carpet flooring in several areas of the building; and
- The replacement of ballasts and light fixtures in areas such as the Fellowship Hall.
- The installation of a backflow tank on our sewer system, as required by the City of Ottawa- in 2023.

As we have a large building, it is certain that other capital repair priorities will be added to the list.

The operating budget of the Facility Management Team in 2022 was \$58,706. If you remove, that salary and insurance costs budgeted at \$24,700, that leaves \$34,000 to operate our facility. This includes \$9,000 for snow removal and yard maintenance, and \$11,000 for utilities. The remainder of the budget is sufficient only to cover minor maintenance of problems that arise. We need to plan for significant capital or maintenance costs to protect our investment in our Church building.

We appreciate the dedication of Brenda Creighton in fulfilling the role of Events Coordinator.

We also appreciate the work of the Furnishings Group, under Alta Macfie's leadership.

As Team Leader, I want to also express my appreciation for the dedication, effort and support of the Team members- Alta and Jim McFie, Dale Tuck, Jim Elder, Marcia Harten and Martha Fair. At the same time I want to extend an invitation to other members of the Congregation to join our team and contribute your skills and effort to help maintain and improve our Church Building.

Respectfully submitted,

Terence McBurney, Facility Management Team Leader

Events

2022 proved to be a year of returning to a new scheduling of groups and meetings hosted at the church or on Zoom. I continue to schedule all of the regular Parkwood groups and meetings hosted on Zoom so we can ensure that there is someone who can run the meeting and that there isn't an overlap as we only have one Zoom subscription. The office sets up the Zoom invitations and sends them out to the person hosting a meeting.

We continue to provide space for the Ottawa Korean Presbyterian Church (OKPC) who meet on Sunday afternoons for worship and other times during the week. We have also welcomed the Ottawa branch of the Assembly of God who meet for worship on Sunday evenings and another Saturday evening each month.

Beginning in August, we welcomed Recovery on the Hill (a new AA group) on Thursday evenings. There were a few rentals from groups who had rented before Covid and were ready to meet in person again.

There are many smaller churches in the Ottawa area looking for space to meet. Most requests are for Sunday which are politely refused as our building is full on Sundays. Some requests have just too many attendees for us to accommodate. Each request is considered according to Parkwood's guidelines and not all inquiries result in a rental. Use of the Sanctuary requires approval from the minister and perhaps Session, depending on the circumstances.

With the replacement of the chairs and 12 new round tables, Gord Walford took new pictures for the website. Dan Moffet created new layout plans for the Fellowship Hall to include the 12 tables and chairs. We are only able to accommodate 96 attendees and still allow space for serving tables and adequate circulation. A lot of time was spent in December to find a company who would provide liability insurance for groups who rent our building. Parkwood's insurer no longer provides insurance for church events in a timely manner.

Parkwood Church Activities appear on a calendar in the Gathering Place, on the website and on the back page of the Pulse. All booked uses of the building appear on the **Parkwood Events** calendars in the Volunteer Room. They are updated weekly.

Parkwood Events calendars are emailed to team leads and other affected people.

As we have a part time caretaker and many events occur on the weekend, it is appreciated when people clean up after their meetings and return tables and chairs to their regular arrangement. I couldn't do this work without the support of our caretakers, Dave Joiner who retired in May, and Sunkyu Kim who has taken on the challenge.

And finally, thanks to Dennis Featherstone, Paul Mkandawire and Pastor James for their continued guidance.

If you wish to book a meeting or rent space for a private event, please contact me at parkwoodevents@yahoo.ca or leave a message at 613-225-6648 x 414.

Brenda Creighton
Parkwood Events Coordinator



Jim MacDonald
Team Leader

I. Media Support Team

The Media Support Team was formed late 2021 with Jim MacDonald as the Team Leader. The purpose of the Media Support Team is to facilitate the development and implementation of a media plan or strategy to support and encourage all ministry teams (Worship Co-ordination, Christian Education, Fellowship, Mission, Outreach, Pastoral Care, Facility Management, and Finance) and the congregation as a whole to reach out, using audio-visual technologies, to the congregation and the broader community to achieve the mission of Parkwood Church.

The Support Groups will include:

1. The Audio-Visual Support Group
2. The IT Support Group
3. The Website Support Group
4. The Content Support Group

The following are the reports from the Support Groups:

Audio Visual Group

Much foundational work has been done by Mohammad Raouf to improve and upgrade the audio-visual (AV) equipment and its performance. The purpose of this work is to promote the spread of the gospel of Jesus Christ.

Mohammad Raouf, Jim MacDonald and Violet Busat have been running the Sunday morning live streaming. Joelle Hanna, Samantha Sutherland, Alta MacFie, Tony Abou Kasem, Gerald and Rhoda Reid ran the power point. We are thankful for their service in the worship of our Lord.

During the past year, there were 960 views of the Parkwood church services streamed live at 10:00 am Sunday morning. However over 2,400 people accessed the YouTube channel recording after the 10:00 am worship service.

The Audio-Visual group has prepared a list of Parkwood's audio-visual capabilities. These are available to Parkwood's ministry Teams as well as to renters of the church. Mohammad has been instrumental in teaching some of these capabilities to the office administrator and to renters.

People today, especially the newer generation are very dependent on the use of applications such as Facebook, Instagram, YouTube, etc. Our presence in these places is a way to promote Christianity. Any ideas you have for making short videos or music recordings are welcome. Any ideas or requests for help in promoting events or messages by the ministry teams at Parkwood are also welcome.

IT Support Group

Members of the IT Team are Brenda Creighton, Asuquo Eniang, Jim MacDonald, Regan Rambally and Gord Walford.

This year we worked on the following:

- Installed upgrades to the Windows operating systems on all computers and laptops.

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- Installed new versions of the Church Windows software which is used in the office to prepare documents like the Congregational Directory and the Christmas and Easter letters.
- Brenda did Norton antivirus and Windows updates and backups of the network which are stored offsite. The Admin did backups of the Admin computer.
- Brenda prepared a laptop for the Summer Programs Assistant so she could work offsite.
- Brenda prepared the computer environment for the new Church Administrative Assistant.
- Asuquo provided a File Server to allow for more effective sharing of files between staff.
- Asuquo solved networking problems.
- Attempts were made to speed up the volunteer computer by adding additional RAM memory and updating the hard drive. Unfortunately, no improvements can be realized.
- Provided support for all IT related issues encountered at the church.
- Unused Bell e-mail accounts were deleted to realize some savings on our monthly bill.
- Regan continues to support and troubleshoot the telephone system (FortiVoice). Note that this system is "end of life in 2022".
- Asuquo continues to program the outside electronic sign.
- Gord maintains the website with Asuquo's support and provides behind the scenes support for office email.

Brenda Creighton & Asuquo Eniang



Website

(<https://www.parkwoodchurch.ca>)

Parkwood church has had a presence on the world-wide web since April 1996. The site is maintained by Gord Walford. While in-person worship was suspended from Christmas 2021 through the end of February 2022, services were livestreamed and the video recorded during the "broadcast" and archived on our YouTube channel, "Parkwood Ottawa" with one exception: the day after the "derecho" hit on May 21/22, an in-person worship service was held in a church without power. Although the power was

not restored in the neighbourhood for over a week, the next Sunday's service was recorded and broadcast after-the-fact. – so recordings of services are available for the entire year except for one Sunday. Thanks to Mohammad Raouf and his team of volunteers. Weekly bulletins, monthly calendars and Pulse newsletters are provided by the office admin Elizabeth Mabie, events coordinator Brenda Creighton and the Pulse editor, Carrie Morris. We continue to publish the monthly Pulse newsletter (including summer months when the printed edition goes on vacation). A one-year archive of newsletters is available on the website.

There are some issues with the online statistics for 2022 rendering certain comparisons inaccurate. Comparisons available show number of pages visited declining 6%, number of hits down 3% and bandwidth down 7%. Looking at pages accessed, other than the "home" page (9,916 "hits"), most-accessed page is the contact-us page (1,882 "hits"), followed by the news page (1,877). Next in is the page of [Tshiluba worship songs](#) (created a few years ago by Gord and Alta Macfie - 611 hits - follow the link and check it out). Following that are the terms of reference of the various teams (471), links page (432), staff page (428), rentals (400), recordings of past services (371) and activities (346).

In 2022 when in-service worship services took place throughout the year, online attendance was not monitored weekly, but in the fall it has been between generally 15 and 20. Our YouTube channel had 132 subscribers at the end of 2022, up from 104 at the end of 2021. In the four weeks prior to the writing of this report (16/01/22) our YouTube channel had 419 views and 178.8 hours viewed.

Parkwood continues to maintain a presence on Facebook. Posts to our Facebook page tend to be links to the livestreamed services. In addition to the webservant, our minister, Christian Education Support Worker and the CE Team person who is liaison with RightNow Media have editing/posting privileges. A member of the Outreach team is also in the process of being added.

In addition to our main Facebook page, Parkwood Youth have a presence on Facebook maintained by our CE Support Worker.

*Gord Walford,
Webservant*



**Dennis Featherstone
&
Gord Walford
Team Co-Leaders**

J. Finance Team

There are several volunteers who handle the various aspects of the financial affairs of Parkwood. Betty Paul is the Envelope Secretary and maintains an accounting system for donations and income received. Dianne Nickerson prepares cheques to pay non-payroll invoices. Dennis Featherstone prepares cheques to forward donations for special appeals and the donations budgeted for the Mission Team. Ugo Kejeh is the Treasurer, prepares the monthly payroll and posts all cheques to the SAGE accounting system.

Kathy Newton prepares the bank reconciliation and financial statements and also makes various adjustments. Ugo then finalizes the standard monthly financial statement for use by each team and communication to the congregation by the Finance Team. Gord Walford processes the monthly e-transfers and provides general assistance to the financial process. The congregation is appreciative of the many hours the above volunteers provide to the financial process for Parkwood.

Loan Repayment Fund

A. History

As shown in Table LR1, the donation to the Loan Repayment Fund in 2022 was \$7,995 somewhat less than our target of \$10,000 for the year. The total donation less the loan payment led to a decrease in the fund balance of \$1,878 bringing the total balance in the fund to \$10,667. There have been four extra payments totalling \$16,394 which decreased the loan repayment period by over two years and saved total interest payments of roughly \$10,000.

Table LR1					
Donations to and Payments from Loan Repayment Fund					
Year	Donation	Required Payment	Paid on Loan	Extra Payment	Change to "Reserve"
	(1)	(2)	(3)	(4)	(5)=(1)-(3)
2016	\$5,270	\$3,125	\$5,270	\$2,145	0
2017	13,844	4,167	7,416	3,249	6,428
2018	12,399	4,917	4,917	0	7,482
2019	6,230	5,167	13,167	8,000	-6,937
2020	13,251	6,292	6,292	0	6,959
2021	8,655	7,042	10,042	3,000	-1,387
2022	7,995	9,873	9,873	0	-1,878
Totals	\$67,644	\$40,583	\$56,977	\$16,394	\$10,667

A. Going Forward

Parkwood must make repayments on two loans in 2023, not just on the primary loan. In 2023, the required total loan repayment is \$17,118. The detailed financial repayment requirements for the retirement of the loans are set out in Table LR2. The required average annual repayment over the next five years is \$15,815. The current balance in the fund of just over \$10,000 should be used for any shortfall in donations over the next five years, not to provide the main source of the repayment in 2023.

Table LR2

Required Loan Repayments, 2021 to 2029

	Primary Loan		Secondary Loan		Total
	Principal	Interest	Principal	Interest	Repayment
2021	7,042				7,042
2022	7,167	2,706			9,873
2023	7,167	3,201	6,000	750	17,118
2024	7,167	2,699	6,000	600	16,466
2025	7,167	2,198	6,000	450	15,815
2026	7,167	1,696	6,000	300	15,163
2027 (yr. 12)	7,167	1,194	6,000	150	14,511
2028	7,167	693			7,860
2029	2,727	191			2,918

C. Challenges

Parkwood is facing two challenges in the repayment of the loans. The immediate challenge is to make donations to be able to meet the required repayments for the two loans. The down-the-road challenge is to repay the main loan by 2027 in order to get a return of the roughly \$13,000 in interest payments. Parkwood's current focus should be on the immediate challenge. That challenge is to make donations of nearly \$16,000 annually for the next five years to meet the requirements to repay the loans.

D. Recommendation

The congregation increase its target for donations to the Loan Repayment Fund to \$17,000 for 2023.

Dennis Featherstone

Finance Team

8. Other Reports



Marcia Harten
Team Leader

A. Leading with Care

Leading With Care is "a policy for ensuring a climate of safety for children, youth and vulnerable adults in the Presbyterian Church of Canada". It is designed to prevent abuse and protect the vulnerable by providing a safe environment. This includes:

- leaders and teachers obtaining police checks for working in the vulnerable sector whether employed or volunteering,
- the training and support of leaders and teachers, and
- reporting any incidents of abuse, neglect, and harm to the appropriate agencies.

Police checks for individuals working with vulnerable persons are completed and up to date.

To find the Leading With Care document, please go to our website at <http://parkwoodchurch.ca>. Under the heading "LINKS", the Leading With Care policy is available under "internal".

Submitted by:

Marcia Harten



**B1. Parkwood Audit Committee: Report
for the year ended December 31, 2022**

The Parkwood Audit Committee was appointed at the February 2022 annual congregational meeting. The team consists of Kathryn Newton, Stewart Elder and Rachel MacGregor.

In order to provide that the financial accounts of the congregation are “properly audited”, the General Assembly of the Presbyterian Church in Canada has set out in the Book of Forms Section 170 that ...a congregation may seek volunteers to provide an independent and diligent scrutiny of the records. The committee’s mandate is set out in this same section of the Book of Forms.

The committee began its review of the financial records during the fall of 2022 and will complete its review of the financial records in January and February 2023 with a report to be given at the February 2023 annual meeting.

Respectfully submitted,

Kathryn Newton

Audit Committee Lead

**B2. Final Report of the Audit Committee:
- for the year ended December 31, 2022**

The Parkwood Audit Committee was appointed at the February 2022 annual congregational meeting. The team consisted of Kathryn Newton, Stewart Elder and Rachel McGregor.

The team began its work in late November 2022 and was completed in early February 2023. The findings of the audit committee, based on the work performed, is that the books and records of Parkwood Presbyterian Church for 2021 appear to be in order.

The detailed findings of the audit committee were presented to the Treasurer and the Finance Team at the February 13th Team meeting

The “review” of the Planned Giving Fund records for 2022 was undertaken during this same time period and appears to be in order. Details of this review were presented to the Planned Giving Fund Managers.

We would like to extend particular appreciation to Dianne Nickerson, cheque preparer, and Betty Paul, envelope secretary, for their meticulous work in preparation of cheques, deposits and documentation supporting the weekly offering, receipts and disbursement records. Their detailed work enabled the audit committee to be most efficient in its work.

I have confirmed that Stewart Elder and I are willing to serve as the Audit Committee for the year ending December 31, 2023. Rachel McGregor will not be continuing for the 2023 year. On behalf of the Committee I wish to extend sincere thanks to Rachel for her help these past few years.

As such, there is a need for an additional volunteer to join the committee, in particular to assist with “review” of the Planned Giving Fund records .

Respectfully submitted,

Kathryn Newton

Audit Team Lead

February 25, 2023

9. New Business



A. Budget Team Report and Recommendations

Overview for 2022

Donations for local purposes were up marginally (\$1,500) from 2021 and rental income increased marginally as well. Parkwood was again eligible for special government and utility subsidies which together led to revenue of over \$11,000. Total income for local purposes was \$221,318 while total expenditures for local purposes was \$217,934. As a result, there was a surplus for local purposes of \$3,384. It should be emphasized that without the subsidies there would have been a deficit.

Financial Goals for 2023

The three major financial goals are:

- Keep Parkwood a desirable place to worship by having sufficient staff, and attractive and safe building and support for a range of programs.
- Make a significant contribution to the Loan Repayment Fund to meet the higher repayment requirements for our two loans
- Continue to make important contributions for other goals such as our Benevolent Fund, Presbyterians Sharing and various missions such as PWS&D.

Recommendation #1

The Budget Team recommends that the congregation approve a target for offerings for Local Purposes of \$185,000 in 2023. (Line 1 in the table)

Recommendation #2

The Budget Team recommends that the congregation approve expenditures for Local Purposes of \$217,782 in 2022. This amount is

essentially unchanged from spending in 2022. (Line 14 in the table)

Budget Deficit

The combination of the two above recommendations, together with the forecast for rental and other income, would lead to a deficit of \$14,782 for 2023. (Line 25 in the table). Hopefully, generous donations and the typical lapsing of approved expenditures will lead to a lower deficit. As well, the Budget Team will monitor financial developments through the year and take action to work towards reducing the magnitude of an emerging deficit.

Please see table on page 34.

Submitted by:

-Dennis Featherstone

B. Recommendation regarding Presbyterians Sharing for 2023

Parkwood Session on Sunday, February 12, 2023, met briefly to consider recommending setting a target for Presbyterians Sharing for the year 2023, and if so, what target might be proposed.

Recommendation

That the congregation set target of \$10,000 and encourage members and adherents to designate their support for either Presbyterians Sharing or Presbyterian World Service and Development, or both.

C. Appointment of Treasurer and Envelope Secretary for 2023

D. Appointment of Audit Team for 2023

2022 Annual Report of Parkwood Presbyterian Church, Ottawa

Overview of Total Sources and Uses of Funds, 2020-2022

	2020	2021	2022	2023	2020-22
	Actual	Actual	Actual	Goal	Average
Source of Funds					
Offering					
1 Offering for Local Purposes	191,680	190,158	191,634	185,000	191,157
2 Loan Repayment Fund	13,251	8,655	7,995	17,000	9,967
3 Benevolent Fund	10,232	5,763	6,358		7,451
4 Donations to other Designated Funds*	6,876	16,947	10,834		11,552
5 Presbyterians Sharing	14,534	11,424	8,881		11,613
6 Special Mission Appeals	8,495	4,536	5,283		6,105
7 Planned Giving Ministry	5,000	5,000	5,000		5,000
8 Sub-total	250,068	242,483	235,985		242,845
Other income (rentals, recoveries)					
9 Rentals and recoveries	10,329	10,403	12,965	18,000	11,232
10 Federal Student Grant	4,356	4,360	5,615		4,777
11 Subsidies (Federal Wage + Energy)	13,570	0	11,104		8,225
12 Sub-total	28,255	14,763	29,684	18,000	24,234
13 Total Source of Funds	278,323	257,246	265,669		267,079
Use of Funds					
14 Expenditures for Local Purposes	213,312	213,524	215,434	217,782	214,090
15 Net cost of roof repair			2,500		
16 Loan Repayment Fund	6,292	10,042	9,873		8,736
17 Benevolent Fund	6,963	6,609	8,720		7,431
18 Other Designated Funds	3,107	10,669	6,664		6,813
19 Presbyterians Sharing	14,534	11,424	8,881		11,613
20 Special Mission Appeals	8,495	4,536	5,283		6,105
21 Planned Giving Ministry	5,000	5,000	5,000		5,000
22 Total Use of Funds	257,703	261,804	262,355		260,621
Balance for Local Purposes					
23 Total Income (rows 1+12)	219,935	204,921	221,318	203,000	215,391
24 Total Expenditures (rows 14 +15)	213,312	213,524	217,934	217,782	214,923
25 Difference	6,623	-8,603	3,384	-14,782	468
26 Difference excluding Subsidy	-6,947	-8,603	-7,720	-14,782	-7,757

* In 2021, excludes Jean Sida Bequest and in 2022 excludes donations for Capital Repairs

C. Outreach Working Group

Background

As a follow-up to a resolution introduced at the 2022 Parkwood Church congregational meeting, session in May appointed a working group (the Outreach Working Group) to develop a strategy for outreach to young adults (those aged 18-35). The working group's first meeting occurred in May 2022 with additional meetings held in October, November and January. Victoria Mabie, Dennis Featherstone, Paul Mkandawire, Martha Fair, Dale Tuck, Philip MacFie and Rev. James T. Hurd actively participated.

Vision

The Outreach Working Group's mission is based on Matthew 28:19 (The Great Commission). The group is exploring how Parkwood Church can more effectively share the gospel in our neighbourhood, city and world.

Statistics

Martha Fair provided an extensive statistical background on the demographics of Ottawa and Parkwood Hills. Highlights of her research included the following points:

- More than half of the immigrants who settled in Canada from 2016/2017 to 2020/2021 were millennials.
- 6% of the Capital's population consists of first-generation immigrants (those who have arrived in Canada since 2006). This number grows to 21% when only the neighbourhood of Parkwood Hills is considered (Ottawa Neighbourhood Survey).
- 70-80% of the 18-34 cohort is religiously committed although this does not translate into a faith in Jesus Christ (Bible Society)
- 47% of Canada's population is spiritually uncertain (Bible Society)

Key Questions

The Outreach Working Group discussions identified a number of key questions:

- What are the demographics in our general area?
- Who is my neighbour? (Luke 10:25-37)
- Why might people choose to "try" Parkwood church rather than another church in the area?
- What might people in the various age groups be seeking in a church in 2022?

Key Findings

Discussions among working group members remain ongoing. However, members agree that the following are important for any outreach strategy:

- Outreach should not be limited to just young adults aged 18-35. An effective strategy should take into account people in all walks of life.
- Outreach is the responsibility of every member of the congregation.
- An outreach strategy should take into account ministry to new Canadians.

Ongoing Activities

The Outreach Working Group noted that Parkwood Church is already involved in outreach activities. The congregation hosted Lunch and Learn sessions and welcomed students through the Algonquin Pause Table.

Next Steps

Members of the Outreach Working Group have an Interactive Church Service planned for January 29, 2023, at 7:00 pm for young adults aged 18-35.

Apart from new activities members of the Outreach Working Group have asked how can outreach be built in to activities that Parkwood is already doing.

The Outreach Working Group looks forward to continued discussion and new opportunities in 2023.

Submitted by Philip MacFie

ERRATA in print (17-feb-23) copy

p. 13. right col, 2nd last para: decorating -- add names of Jim MacDonald & Don Pestaluky

p. 20, left col, 3rd last para: Pastoral Care Team - (LOA). s/b (LOA) -- period s/b a comma

P. 21, left col, 2nd last para: spelling Carleton, not Carton

p. 25, right col, 3rd para : Dianne Game (not game) -- last name s/b capitalized

p. 33, left col, last line - 2022 s/b 2023

NOTE: above not corrected in this version

February 25, 2023

E. Membership of Ministry Teams 2023-2024

(including maximum team strength)

Christian Education (6 plus *ex officio*)

1. **Holly MacDonald**
(hollyamacdonald@live.ca)
2. Marcia Harten
3. Pamela Pestaluky
4. Alta MacFie
5. Victoria Henry (*ex officio*)

Fellowship (6)

1. **Don Pestaluky**
(donwp@live.ca)
2. Dianne Game
3. Carolyn Herbert
4. Susanne Johnson

Finance (5 plus *ex officio*)

1. **Dennis Featherstone** (co-Leader)
(dennis.f@rogers.com)
2. **Gord Walford** (co-Leader)
(gord.walford@rogers.com)
3. Stewart Elder
4. Ugo Kejeh, Treasurer (*ex officio*)
5. Paul Mkandawire, Clerk of Session (*ex officio*)
6. Betty Paul, Envelope Secretary (*ex officio*)

Facility Management (9 plus *ex officio*)

1. **Terry McBurney (Acting)**
(tjmcburney@bell.net)
2. Martha Fair
3. Elizabeth Mabie, Admin. Assistant (*ex officio*)
4. Marcia Harten
5. Sunkyu Kim, Caretaker (*ex officio*)
6. Jim MacFie
7. Alta MacFie
8. Dale Tuck

Mission (5 plus *ex officio*)

1. **Stewart Elder**
(stewartelder@sympatico.ca)
2. Asuquo Eniang
3. John Huber
4. Paul Mkandawire
5. Derek Newton

Media Support

1. **Jim MacDonald**
(jimamacdonald@live.ca)
2. Brenda Creighton
3. Asuquo Eniang
4. Alta MacFie
5. Regan Rambally
6. Mohammad Raouf
7. Gord Walford

Outreach (at least 6)

1. **Dale Tuck (Acting)**
(dltuck43@gmail.com)
2. Olivia Meyia-Takoukam

Pastoral Care

1. **Rev. James Hurd** (*ex officio*)
(jthurd@sympatico.ca)
2. Dora Brown
3. Laura Game (*on leave of absence*)
4. Marcia Harten
5. Tamam Kamou
6. Betty Paul
7. Margaret Roach
8. Barbara Townsend
9. Dale Tuck

Planned Giving

1. **Stewart Elder**
(stewartelder@sympatico.ca)
2. Asuquo Eniang
3. Dennis Featherstone
4. Marcia Harten

Policy and Planning (at least 6 plus *ex officio*)

1. **Dianne Nickerson**
(dcnickerson@sympatico.ca)
2. Dennis Featherstone
3. Holly MacDonald
4. Paul Mkandawire, Clerk of Session (*ex officio*)

Worship Co-ordination (6 plus *ex officio*)

1. **John Fair**
(fairmj@magma.ca)
2. Brenda Creighton
3. Susanne Johnson
4. Ted Johnson
5. Philip MacFie
6. Dianne Nickerson
7. Dianne Smith (*ex-officio*)

Note: The Minister (James Hurd) is a member of each team "ex officio" by virtue of office, but without a vote.

This list is subject to corrections and/or additions before and during the annual meeting.

Appendix 1

Financial Statements for 2022 and Budget for 2023

PARKWOOD PRESBYTERIAN CHURCH

FINANCIAL STATEMENTS

December 31, 2022

**PARKWOOD PRESBYTERIAN CHURCH
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2022**

ASSETS	Unrestricted	Reserve Funds (See Schedule)	Endowment / Planned Giving Funds	Net Assets Dec. 31, 2022	Net Assets Dec. 31, 2021
Current assets:					
Cash on Hand and in Bank	12,135	105,648	-	117,783	102,168
Short Term Investment Certificates	-	-	8,800	8,800	20,200
Accounts Receivable	-	-	-	-	-
HST Recoverable	7,943	-	-	7,943	3,037
	-	-	-	-	-
	20,077	105,648	8,800	134,525	125,511
Long Term Investment Certificates	-	-	25,200	25,200	-
Church Building, Furnishings (note 2)	2,628,751	-	-	2,628,751	2,628,751
Land at Cost (note 2)	1	-	-	1	1
Total Assets	2,648,829	105,648	34,000	2,788,477	2,754,263
LIABILITIES, RESERVED FUNDS AND NET ASSETS					
LIABILITIES					
Accounts payable	1,438	-	-	1,438	1,580
Loans payable-short term- (Note 3)	13,167	-	-	13,167	7,167
Loans payable-long term- (Note 3)	62,562	-	-	62,562	75,729
	-	-	-	-	-
Total Liabilities	77,167	-	-	77,167	84,476
NET ASSETS					
Opening Balance January 1 (including capital assets)	2,560,796	79,991	29,000	2,669,787	2,649,302
Net Income (Deficit) year to date	3,384	38,139	-	41,523	20,485
Net Transfers From (To) Funds	7,482	(12,482)	5,000	-	-
Adjustment to appraisal value of capital assets	-	-	-	-	-
Net Assets Closing Balance	2,571,662	105,648	34,000	2,711,310	2,669,787
Total Liabilities, Reserved Funds & Net Assets	2,648,829	105,648	34,000	2,788,477	2,754,263

PARKWOOD PRESBYTERIAN CHURCH
STATEMENT OF OPERATIONS FOR LOCAL PURPOSES AND MINISTRY TEAMS
FOR THE YEAR ENDED DECEMBER 31, 2022

	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
RECEIPTS:					
OFFERING - Local Purposes	200,000	190,158	180,000	191,634	185,000
RENTAL INCOME	7,500	7,200	7,500	10,430	15,000
REVENUE From Federal Wage Subsidy			2,500	10,108	
REVENUE From Federal Student Grant		4,360		5,615	
REVENUE From Ontario Energy Subsidy				996	
OTHER INCOME - RECOVERIES	4,000	3,203	3,500	2,535	3,000
TOTAL RECEIPTS LOCAL PURPOSES	211,500	204,921	193,500	221,318	203,000
SPECIAL APPEALS-OUTREACH RECEIPTS	15,000	15,960	-	14,164	
TOTAL RECEIPTS	226,500	220,882	193,500	235,482	203,000
EXPENDITURES					
FACILITY MANAGEMENT	62,388	58,914	58,706	59,391	58,950
MEDIA SUPPORT			2,630	2,057	4,270
FINANCE	108,872	112,912	106,969	112,769	108,460
CHRISTIAN EDUCATION	11,051	8,277	9,500	8,300	11,900
MISSION	5,493	5,480	3,900	3,849	3,850
OUTREACH	-	-	-	-	-
WORSHIP COORDINATION	21,830	20,242	20,720	20,989	22,620
SESSION	8,022	7,700	7,888	8,079	7,532
FELLOWSHIP	-	-	-	-	-
PASTORAL CARE	-	-	-	-	200
TOTAL EXPENDITURES LOCAL PURPOSES	217,656	213,524	210,313	215,434	217,782
SPECIAL APPEALS - OUTREACH PAID OUT	15,000	15,960	-	14,164	
SPECIAL APPEALS - OUTREACH PAYABLE	-	-	-	-	
TOTAL EXPENSES	232,656	229,485	210,313	229,598	217,782
NET REVENUE (EXPENSE) FROM OPERATIONS	(6,156)	(8,603)	(16,813)	5,884	(14,782)
NON OPERATING ITEMS:					
ROOF REPAIR NET COST - Note 6				2,500	
NET REVENUE (EXPENSE) FOR THE PERIOD	(6,156)	(8,603)	(16,813)	3,384	(14,782)

**PARKWOOD PRESBYTERIAN CHURCH
EXPENDITURES FOR THE YEAR ENDED DECEMBER 31, 2022
AND TEAM BUDGETS FOR 2023**

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FACILITY MANAGEMENT					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Fuel	2,300	2,940	2,300	2,483	3,050
Lighting	4,500	3,750	4,500	6,016	6,000
Computer Supplies	1,200	1,165	-	1,111	350
Snow Removal	5,000	3,279	5,000	5,416	4,000
Groundskeeping	3,500	4,629	4,000	3,357	4,000
Furniture, Equipment Repairs & Replacement	1,000	-	1,000	-	-
Repairs, Replacement & Maintenance	10,000	8,975	8,000	5,755	6,000
Telephone	1,550	1,403	1,550	1,555	1,500
Water and Sewer	1,656	1,668	1,656	1,997	2,250
Stationery and Office Supplies	6,000	5,729	6,000	6,077	5,500
Insurance	6,654	7,048	7,200	7,973	8,800
Internet	1,528	1,319	-	-	-
Administrative Assistant	10,000	12,086	10,000	11,546	11,000
Caretaker	7,500	4,922	7,500	6,104	6,500
Total	62,388	58,914	58,706	59,391	58,950

MEDIA SUPPORT					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Computer Supplies & Services			870	255	1,610
Internet			1,600	1,282	1,500
Livestreaming maintenance			-	343	1,000
Web Hosting			160	177	160
Total	2,938	2,639	2,630	2,057	4,270

FINANCE					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
EI Expense	2,548	2,293	2,331	2,394	2,449
CPP Expense	4,845	4,864	4,809	5,438	5,135
Minister's Stipend	60,165	60,165	60,165	60,165	62,000
Minister's Continuing Education	600	600	600	600	600
Presbyterian Church Pension Plan	11,387	11,387	9,656	9,656	8,615
Extended Health and Dental	4,959	4,959	5,059	5,059	5,311
Minister's Housing Allowance	23,500	23,500	23,500	23,500	23,500
Bank Fees and Interest	868	850	850	712	850
Student/Intern	-	4,079	-	5,246	-
Other Expense	-	214	-	-	-
Total	108,872	112,912	106,969	112,769	108,460

PARKWOOD PRESBYTERIAN CHURCH
EXPENDITURES FOR THE YEAR ENDED DECEMBER 31, 2022
AND TEAM BUDGETS FOR 2023

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CHRISTIAN EDUCATION					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Christian Education Support Worker	8,600	7,968	8,600	8,044	8,800
Church Library	200	-	200	24	200
Young Adults	196	-	100	-	200
Youth Group	-	-	-	-	-
Church School	300	183	400	47	1,000
Adult Education	330	48	150	184	400
LOGOS Program	500	-	-	-	700
Nursery Care	-	-	-	-	-
Summer Programming	25	-	50	-	100
RightNow Media	900	78	-	-	500
Total	11,051	8,277	9,500	8,300	11,900

MISSION					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Bible Ministries (1 of 5)	-	-	-	-	100
Campus Ministries (2 of 4)	300	300	100	100	200
Carlington Community Chaplaincy	300	300	100	100	100
Covenant Orthodox Presbyterian Church	2,000	2,000	2,000	2,000	2,000
Gracefield Camp	1,450	1,450	1,450	1,450	1,200
Ottawa Innercity Ministries	300	300	100	100	100
Other Missions	1,143	1,130	150	-	-
Other Mission expenses	-	-	-	99	150
Total	5,493	5,480	3,900	3,849	3,850

OUTREACH					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Advertising & Promotions	-	-	-	-	-
Brochures for visitors	-	-	-	-	-
English Fellowship Evening	-	-	-	-	-
Pause Table	-	-	-	-	-
Other Outreach	-	-	-	-	-
Total	-	-	-	-	-

PARKWOOD PRESBYTERIAN CHURCH
EXPENDITURES FOR THE YEAR ENDED DECEMBER 31, 2022
AND TEAM BUDGETS FOR 2023

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WORSHIP COORDINATION					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Director of Music Ministry	18,700	18,696	18,700	18,696	19,000
Audio Visual	50	-	-	-	-
Music for Worship	50	-	50	-	50
Piano/Organ Maintenance	440	638	400	520	1,000
Christian Copyright Licence	540	450	450	467	470
Continuing Education for Dir. Of Music	250	458	250	428	250
Organist/Pianist Supply	800	-	400	500	800
Pulpit Supply	900	-	370	300	950
Other Worship Expense	100	-	100	78	100
Total	21,830	20,242	20,720	20,989	22,620

SESSION					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Congregational Supplies	-	-	-	28	200
Presbytery Dues	7,102	7,102	7,358	7,358	6,852
Evangelical Fellowship membership	180	180	200	180	180
Web Hosting	160	155	-	-	-
Renewal Fellowship membership	100	100	100	100	100
Leading with Care	80	67	80	304	100
Microfilming	-	-	-	-	-
Other Session Expenses	400	96	150	109	100
Total	8,022	7,700	7,888	8,079	7,532

FELLOWSHIP					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Social Hour	-	-	-	-	-
Gracefield Weekend	-	-	-	-	-
Total	-	-	-	-	-

PASTORAL CARE					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Miscellaneous	-	-	-	-	200
Total	-	-	-	-	200

**PARKWOOD PRESBYTERIAN CHURCH
EXPENDITURES FOR THE YEAR ENDED DECEMBER 31, 2022
AND TEAM BUDGETS FOR 2023**

p. 4 of 4

SPECIAL APPEAL OUTREACH DISBURSEMENT DETAILS					
	2021 BUDGET	2021 ACTUAL	2022 BUDGET	2022 ACTUAL	2023 BUDGET
Algonquin College Campus Ministry				508	
Arabic Evangelical Mission (JOWEAM)				575	
CANHAVE		650		1,095	
Covenant Orthodox Presbyterian Church		350		200	
Christian Counselling Ottawa		575		-	
Christian Salvage Mission		322		-	
Gracefield Camp		-		60	
Harvest House Ministries		1,030		-	
Ottawa Innerscity Ministries		50		75	
Ottawa Mission		220		120	
Presbyterians Sharing	15,000	11,424		8,881	
Presbytery of Ottawa - Barrhaven Mission		50		-	
PWS&D		290		310	
PWS&D - B.C. (2021)		500		-	
PWS&D - Ukraine				1,575	
Salaam Ministries		500		100	
Samaritan's Purse Canada				10	
SAT-7				300	
Wycliffe Bible Translators of Canada				355	
Total	15,000	15,960	-	14,164	-

PARKWOOD PRESBYTERIAN CHURCH
CONTINUITY SCHEDULE OF RESERVED FUNDS
FOR THE PERIOD ENDED DECEMBER 31, 2022

Statement of fund balances:										
Fund Description	Opening Balance December 31, 2021	Receipts			Total Receipts	Expenditures		Interfund Transactions	Surplus Changes	Closing Balance December 31, 2022
		Designated Offering Receipts	Other Contributions			Program Expenditures				
Team Programs										
Fellowship Team Fund	3,017	300	43	343	561		(218)		2,799	
Christian Education Fund	1,000				797				203	
Course Fees Fund	(61)			-			-		(61)	
Flower Fund	156	60		60	67		(7)		148	
Key Deposit	197	60		60	46		14		211	
Logos Program	266	999		999	1,194	1,220	1,025		1,291	
Outreach Projects	2,894	13		13			13		2,907	
Pastoral Care Fund	783	240		240	246		(6)		776	
Special events	52			-			-		52	
Youth Leadership Fund	1,655	359		359	23		335		1,990	
Youth Group Fund	2,971	493		493	1,091	(220)	(818)		2,153	
Urbana Fund	535			-			-		535	
Planned Giving Fund	-	5,000		5,000		(5,000)	-		-	
TOTAL	13,464	7,524	43	7,567	4,027	(4,000)	337		13,004	
Special Purpose Funds										
Covid Expense Fund	(181)	275		275	20		255		74	
Audio Visual Fund	119	1,542		1,542	1,235	1,000	1,307		1,426	
Furnishings & Construction Fund	444		60	60			60		504	
Hymn Books, Bibles Fund	201			-	27		(27)		174	
Organ Replacement Fund	254	10		10			10		264	
Reserve for Capital Expenditures	4,658	26,042		26,042		9,000	35,042		39,700	
Parkwood Refugee Fund	5,103	2,340		2,340	355		1,985		7,088	
Loan Repayment Fund	12,545	7,995		7,995	2,706	(7,167)	(1,878)		10,667	
TOTAL	23,142	38,204	60	38,264	4,343	2,833	36,754		59,897	
Parkwood										
Memorial Fund	9,599	4,040		4,040		(2,315)	1,725		11,324	
Parkwood Session Benevolent Fund	7,300	6,358		6,358	8,720		(2,362)		4,937	
Student Assistance Fund	1,502			-			-		1,502	
TOTAL	18,401	10,398	-	10,398	8,720	(2,315)	(637)		17,764	
Bequests										
Mitchell-Hempstock Interest Fund	7,312			-	-		-		7,312	
Jean Sida Bequest	10,000			-	1,000	(9,000)	(10,000)		-	
Unallocated Interest Fund	7,672			-	-		-		7,672	
TOTAL	24,984	-	-	-	1,000	(9,000)	(10,000)		14,984	
Total Reserved Funds										
	79,991	56,126	103	56,229	18,090	(12,482)	26,454		105,648	

**PARKWOOD PRESBYTERIAN CHURCH
STATEMENT OF CHANGES IN CASH FLOWS
FOR THE PERIOD ENDED DECEMBER 31, 2022**

	Unrestricted	Reserve Funds (See Schedule)	Endowment / Planned Giving Funds	Total Dec. 31, 2022	Total Dec. 31, 2021
Cash from operating activities					
Net revenue (loss) for the year	3,384	38,139	-	41,523	20,485
Add items not involving cash					
Interfund transfers	7,482	(12,482)	5,000	-	-
	10,866	25,657	5,000	41,523	20,485
Changes in non-cash working capital					
HST/GST recoverable	(4,800)	-	-	(4,800)	(234)
Net cash generated through operating activities	6,066	25,657	5,000	36,723	20,250
Investing Activities					
(Increase) decrease in Investments (net)	-	-	(13,800)	(13,800)	(1,200)
Financing Activities					
Increase (decrease) in Accounts Payable	(141)			(141)	330
Repayments of Loans Payable	(7,167)			(7,167)	(10,042)
	(7,308)	-	-	(7,308)	(9,712)
Net increase (decrease) of cash during year	(1,242)	25,657	(8,800)	15,615	9,338
Cash- beginning of year	13,377	79,991	8,800	102,168	92,830
Cash - end of year	12,135	105,648	-	117,783	102,168

**PARKWOOD PRESBYTERIAN CHURCH
NOTES TO FINANCIAL STATEMENTS
For the year ended December 31, 2022**

1. ACCOUNTING POLICIES:

These financial statements report on the activities of Parkwood Presbyterian Church, 10 Chesterton Drive, Ottawa, Ontario. The Church was originally established in February 1965.

The Church operates exclusively as a not-for-profit organization and as such is exempt from income tax. The Church is a registered charity.

These financial statements are prepared in accordance with Canadian generally accepted accounting principles, except for the following:

The church building and furnishings are stated at estimated replacement value based on an insurance valuation dated December 15, 2016.

The land is stated at nominal value as the cost is not determinable.

These statements are prepared using the cash basis of accounting other than HST recoverable which is accrued at the time the expenditure to which it relates is incurred.

The following significant accounting principles have been used in preparation of these financial statements:

Revenue recognition:

Donations are recorded as revenue in the year in which they are received unless designated for a future period in which case they are deferred and taken into revenue in the period in which the related expenditure is made.

Financial instruments:

The Church's financial instruments are comprised of cash on hand and in the bank, short-term financial instruments, HST recoverable, current and long-term liabilities. All financial instruments are reported at their fair values on the statement of financial position. The fair values are the same as the carrying values due to the nature of the financial instruments. Unless disclosed elsewhere in the notes to the financial statements, it is management's opinion that the Church is not exposed to significant interest rate, currency or credit risks arising from these financial instruments.

Use of estimates:

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of asset and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

2. BUILDINGS AND FURNISHINGS:

The Church building and furnishing are recorded at estimated replacement value at December 31, 2017, based on the most recent insurance valuation dated December 15, 2016. The value of the Building and Furnishings at that time was estimated at \$2,628,751. The cost of land at 10 Chesterton Drive is recorded at a nominal value of \$1.

3. SECURED LOAN PAYABLE:

Lending Fund Loan

In December 2015, the Church secured a loan of \$65,000 from the Lending Fund of the Presbyterian Church in Canada (the Fund). The loan was obtained for the purpose of completing the expansion of the building at 10 Chesterton Drive, as approved by the congregation at its Annual Meeting on February 21, 2015.

In July 2016, the Church secured a further advance of \$35,000 from the Lending Fund of the Presbyterian Church in Canada which was also obtained for the purpose of completing the expansion of the Building, as approved at its

**PARKWOOD PRESBYTERIAN CHURCH
NOTES TO FINANCIAL STATEMENTS
For the year ended December 31, 2022**

2 of 2

Annual Meeting on February 20, 2016. The Lending Fund loan is secured by a charge on the land and building at 10 Chesterton Drive, Ottawa, Ontario.

The loan is interest free for the first 6 years, with 7% interest per annum on the outstanding balance thereafter from the 7th to the 15th year. Payments on the loan are to be made quarterly, based on a predetermined repayment schedule with interest amounts being added to the principal repayment amount beginning in the 7th year (2022). Extra payments on principal may be made at no cost, providing advance notice of the payment is provided.

The total principal repayment due in the 12 months ending December 31, 2023, is \$7,167.

Extension Fund Loan

In May 2016, the Church secured a loan of \$30,000 from the Extension Fund of the Presbyterian Church in Canada, the Presbytery of Ottawa. The loan was obtained for the purpose of completing the expansion of the Building at 10 Chesterton Drive, as approved by the congregation at its Annual Meeting on February 20, 2016.

The Loan is unsecured and repayable in full, by May 9, 2027. There will be no interest charged on or before May 9, 2022. Should any portion of the loan be outstanding as of May 10, 2023 there is interest charged on the outstanding balance at an annual rate of interest equal to the average GIC rate of interest available from the 5 largest Canadian chartered banks. Principal repayments of the loan are due as follows: \$6,000 due annually, on or before each of the following dates: May 9, 2023; May 9, 2024, May 9, 2025; May 9, 2026; and May 9, 2027.

The total principal repayment due in the 12 months ending December 31, 2023, is \$6,000.

4. INTERFUND TRANSFERS: During the year ended December 31, 2022 the following transfers between funds were made:

- \$7,167 was transferred from the Loan Repayment Fund to the Operating Fund, for the purpose of principal repayments on the Secured Lending Fund Loan.
- \$5,000 was transferred from the Planned Giving Fund to the external Endowment /Planned Giving Ministry Fund account currently held at BMO to be invested in accordance with the terms of reference passed by Session on June 25, 2018.
- \$315 was transferred from the Memorial Fund to the Operating Fund based on direction from the donor.

5. ENDOWMENT/PLANNED GIVING MINISTRY FUND:

The Endowment /Planned Giving Ministry Fund is restricted and accounts for donations received where the donor requested that the principal be maintained by the Church on a permanent basis, or for a specified fixed term, with the interest earned by the invested principal to be allocated for a specific purpose approved by Session.

6. ROOF REPAIR UNDER INSURANCE:

Storm damage to the church building roof was repaired in 2022 using insurance proceeds. The net cost of the repairs was \$57,056.78. Insurance proceeds were \$55,056.78 resulting in a net cost to the Church of \$2,500.00.

7. RESERVE FOR CAPITAL EXPENDITURES FUND:

Receipts include a contribution of \$24,960 for the purposes of building renovations.

8. INTERNAL BORROWING:

At the Annual Meeting on February 21, 2015, a motion was approved by the congregation to borrow internally from the Organ Replacement Fund for purposes of funding the proposed building construction project. The total transfer from the Organ Replacement Fund to the Building Replacement Fund during the year ended December 31, 2016, was \$15,000. This internal loan was made on an interest-free basis with no fixed terms of repayment.

