

# ANNUAL REPORT 2024



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## *In Memoriam*

Irene Bailie

Carol Brown

Jean Kerr

Romeo Legislador

Bill Lewis

Don MacMillan

Andre Marion

Robert McCaughern

Aida Melkonian

Dale Presley

Hélène Rheault

Tymen VanDyk

Lorraine Widdis

Elsie Woodard

# Proposed Agenda Annual Congregational Meeting

Saturday, February 22, 2025 – 7:00 p.m.

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<b>1. Call to Order – 7:00 p.m.</b>	
<b>2. Opening Devotions</b>	
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## A word from the Minister

In reading the annual report for Parkwood Church for the year 2024, the words in 2 Corinthians 9: 15 come immediately to mind: "Thanks be to God for his indescribable gift!" (NIV)

The apostle Paul wrote those words under the inspiration of the Holy Spirit to describe his gratitude for the work and witness of the church in Corinth, and for their faithful and generous stewardship of the gifts God had given to the Christian community there.

In reading the reports of the work and witness of Parkwood Church during 2024, I find many reasons to express thanks to God for the work and witness of the congregation.

Paul's context is better understood by reading from verses 12-15:

"This service that you perform is not only supplying the needs of God's people but is also overflowing in many expressions of thanks to God. Because of the service by which you have proved yourselves, men will praise God for the obedience that accompanies your confession of the gospel of Christ, and for your generosity in sharing with them and with everyone else. And in their prayers for you their hearts will go out to you, because of the surpassing grace God has given you. Thanks be to God for his indescribable gift!"

I believe others today express gratitude to God for the grace given to us at Parkwood which has enabled us as stewards of the gospel to enable others to discover, grow in, and share the truth and love of God found in Jesus Christ.

In the even broader context of his letter and in the situation of the early church, Paul is seeking to encourage generosity on the part of the Corinthians in their partnership with him in supporting the churches in Macedonia, who out of their "extreme poverty" (2 Corinthians 8: 2) were eager to give, and did give, "beyond their ability" to serve the saints. He points them — and us — to Jesus:

"For you know the grace of our Lord Jesus Christ, that though he was rich, yet for your sakes he became poor, so that you through his poverty might become rich." (2 Corinthians 8: 9)

In our context, as look back at 60 years of witness in Parkwood Hills, in Ottawa, and beyond, our hearts have much for which to give thanks. As we look forward to the year ahead and beyond, may we out of the riches of Jesus Christ give of ourselves — in time, talent, and treasure — to enable others to come to share in those riches, and in the joy of sharing life with us in Jesus Christ.

Your pastor, thankful and rejoicing,

**James T. Hurd.**

**Parkwood Church, Ottawa**  
**Annual Congregational Meeting on February 24, 2024**  
**at 7:00 p.m. in the Fellowship Hall**

**Call to order**

The meeting was called to order by the minister, James T. Hurd, at 7p.m.

**Opening devotional exercise**

The minister led in prayer, and read Deuteronomy 33 verse 1 and following and reflected on theme of the death of Moses. Specifically, the minister emphasized that blessed are those who enlarge God's domain.

**Election of Secretary**

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

Holly MacDonald nominated Paul Mkandawire. The nomination was seconded by B. Featherstone. Paul Mkandawire accepted the nomination. The chair called for further nominations. None were forthcoming. It was moved by Kathryn Newton, duly seconded, and agreed, that nominations cease.

The chair declared Paul Mkandawire elected secretary by acclamation.

**Approval of Agenda**

A motion to approve the agenda was sustained (Dale Tuck/Kathy Newton)

**Memorial Minute**

Thereafter the minister read the names of the following members and adherents of the congregation who had been summoned to the Lord's nearer presence during the year: Millie Ambrose, Helen Davidson, Dorothy Lawrence, Thelma Passmore, Linda Robinson, Ray Thompson, David Watson, Rebecca Yabadi, and led in a prayer of thanksgiving for them and intercession for their families and all who mourn their passing.

**Attendance**

In addition to the minister, twenty-three members and adherents of the congregation were present, as follows: Stewart Elder, Brenda Featherstone, Dennis Featherstone, Marcia Harten, John Huber, Susanne Johnson, Ted Johnson, Holly MacDonald, Alta MacFie, Jim MacFie, Lorrie McEwen, Paul Mkandawire, Derek Newton, Kathy Newton, Dianne Nickerson, Heather Peckett, Pamela Pestaluky, Dianne Smith, Ed Steenhorst, Vicki Steenhorst, Dale Tuck, Diane Walford, and Gord Walford.

**Regrets**

Regrets were registered by John Fair, Martha Fair, Sunjay Henry, Victoria Henry, Jim MacDonald, Betty Paul, and Don Pestaluky.

## Correction and approval of minutes annual congregational meeting of 2022

The following corrections were noted:

- Page 6 **typo** 6<sup>th</sup> paragraph 2<sup>nd</sup> line (1) complied - should be compiled
- Page 8 **typo** 1<sup>st</sup> paragraph 6<sup>th</sup> line Came - should be Camp
- Page 9 **typo** Under Benevolent Fund 3<sup>rd</sup> paragraph 1<sup>st</sup> line though out - should be throughout
- Page 14 **typo** Last paragraph last line lead some our our - should be led (past tense) some of our.
- Page 16 under Logos, 1<sup>st</sup> paragraph: fall of 2023 - should read fall of 2022
- Page 21 2<sup>nd</sup> paragraph 4<sup>th</sup> line the home would be clearer if read the nursing home
- Page 21 same paragraph - should also include people with a cell phone
- Page 21 7<sup>th</sup> paragraph 4<sup>th</sup> line - wheelchair is stored - should read wheelchair stored
- Page 37 **Loan Repayment** 1<sup>st</sup> paragraph 4<sup>th</sup> line date should read 2024
- Page 40, item C: Audit Team should read Audit Committee
- Page 40, bottom: add **A. DeBoer bequest**

Following these corrections, a motion to approve the minutes of the 2022 annual congregational meeting (Paul Mkandawire/Brenda Featherstone) was carried.

## Reports of Session Officers

A motion to receive Session officers' reports was carried (Pamela Pestaluky/Dale Tuck).

Clerk of Session made one addition to his report relating to Remits B&C, that after two congregational meetings the conclusion is that steps for withdrawal are not reasonable or attainable. Therefore, we will continue to be in the PCC even though the Session does not agree with changes effected through the remits.

## Reports of Ministry Teams

A motion to receive Team reports was sustained (John Huber/Brenda Featherstone).

Christian Education – correction under Logos: change date 2<sup>nd</sup> line: fall of 2022

Mission: Derek Newton to assume Team leadership as of Jan. 1, 2024 following Stewart Elder's decision to stand down. The congregation thanked Stewart Elder for his leadership of the Team.

Facility Management: Terry McBurney to retire as head of Facility Management in Sept 2023. The congregation thanked Terry for his leadership.

Media Support

Finance: A motion to set the target for Loan Repayment at \$16,500 was carried (Dennis Featherstone/Gord Walford)

## Other Reports

Leading with Care: A motion to receive the report was carried (Marcia Harten/John Huber).

Audit Committee: Kathy Newton, Brenda Featherstone, Stewart Elder, John & Martha Fair – all willing to serve for 2024. Kathy Newton provided a supplementary report.



## 2024 Annual Report of Parkwood Presbyterian Church, Ottawa

A motion to receive Audit Committee report and adopt Financial Statements was carried (Marcia Harten/Ed Steenhorst).

### **New Business**

#### **A. Budget 2024**

Rec 1: A motion recommending the congregation to set the target for expenditures of \$226,847 for local purposes was carried. (Holly MacDonald/Pamela Pestaluky)

Rec. 2: A motion recommending the congregation to set the target of local offerings at \$201,847 was carried. (Holly MacDonald/Gord Walford)

Rec. 3: A motion from Session recommending to the congregation to set \$10,000 as the target for Presbyterians Sharing & Presbyterian World Service and Development for the year 2024 was carried. (Holly MacDonald/Gord Walford)

A motion to adopt the budget for 2024 as a whole was carried. (Holly MacDonald/Derek Newton)

B. A motion to reappoint Betty Paul as Envelope Secretary & Ugo Kejeh as Treasurer was carried. (Dennis Featherstone/Derek Newton)

C. The following individuals were named to the Audit Committee – Stewart Elder, Kathy Newton, Brenda Featherstone, John Fair, and Martha Fair.

E. De Boer bequest: A motion to designate 10% (\$1000) of the De Boer bequest for charity was sustained. The Ottawa Mission was named as the beneficiary. The balance of \$9000 to be allocated to Reserves for Capital Expenditure) (Dennis Featherstone/John Huber).

F. Parkwood's 60<sup>th</sup> Anniversary: The year 2024 marks 60 years since the birth of Parkwood as a congregation. To mark this anniversary, the congregation gave the following suggestions: the creation of a history wall; appointment of a historian; soliciting stories about Parkwood from longest serving members of the congregation; special events ideas.

**Adjournment:** A motion to adjourn was sustained. (Dianne Nickerson/Brenda Featherstone). The meeting was closed with prayer by the minister.

Paul Mkandawire

Secretary

## 6. Reports of Session Officers



**Paul Mkandawire**  
**Clerk of Session**

### A. Clerk of Session

The main activities undertaken by Session Clerk this year are as follows:

- (i) Ongoing custodial services of the records of Session, including recording minutes of Session and communicating Session decisions to elders and ministry teams.
- (ii) Compiled, with the collaboration of Dennis Featherstone, previous clerk, the minutes of Parkwood Session dating from 2016 to 2024 for attestation by the Presbytery and eventual microfilming.
- (iii) Compiled minutes of the annual congregational meeting convened in February 2024.
- (iv) Prepared and submitted the 2025 Canada Summer Jobs application for Summer Program Assistant position at Parkwood.
- (v) Participated in Policy and Planning and Mission Teams

As of December 31, 2024, 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; Gord Walford.

*Submitted by Paul Mkandawire, Clerk of Session*







**Marcia Harten**  
**Roll Clerk**

## B. Roll Clerk

Number of members on the roll, December 31, 2023 **154**

Number added during 2024

By transfer	2
By profession	8
By Session resolution	0
<b>Total added</b>	<b>10</b>

Number removed during 2024

By transfer	0
By death	9
By Session Resolution	4
<b>Total removed</b>	<b>13</b>

Number of members on the roll, December 31, 2024 **151**

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

	2021	2022	2023	2024
Number Added	2	1	7	10
Number Removed	12	6	17	13
Number Dec. 31	169	164	154	151

*Submitted by Marcia Harten, Roll Clerk*



**Laura Game**  
**&**  
**John Huber**  
**Communion Clerks**

## C. Communion Clerks

The record of communion for 2024 is as follows:

March 3: 73 reported

March 28 (Maundy Thursday): 25 reported

June 2: 71 reported

October 6: 67 reported

December 1: 83 reported

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

*Submitted by Laura Game, Communion Clerk*



**Gord Walford**  
**Representative Elder**

#### **D. Representative Elder**

As of the end of 2024 the Presbytery of Ottawa consists of nineteen churches plus one mission work, the Jesus the Only Way Arabic Evangelical Mission, which began in 2015 as an initiative of Grace Church Orleans. The Presbytery, in partnership with the Presbytery of Seaway-Glengarry, employs a part-time Ministry Animator, Sunjay Henry, who was hired as of June 1, 2024. The presbytery also oversees the operation of Gracefield camp through a Board of Directors. 2024 saw one retirement (Grant Wilson, St. Paul's Ottawa), and one resignation (Phil Kim, Knox Manotick); one minister continues as stated supply – Justin Kim at St. Andrew's Church, Aylmer. Six churches are vacant: Knox Manotick, St. Andrew's Aylmer (operating under a long-term supply arrangement), St. David & St. Martin, St. Paul's Ottawa, St. Andrew's Richmond, and Grace Orleans. Three former long-serving elders, who contributed to the work of the Presbytery, died in 2024: Bonnie Anderson, Kalman Fejes, and Don MacMillan. The presbytery met seven times in 2024, six in regular session.

I serve Synod of Quebec & Eastern Ontario as co-convenor 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 three times in 2024, in February and September in Vankleek Hill, and at Synod in Arnprior; the latter included a conference with featured speaker Rev. Carey Nieuwhof. James Hurd also sits on Synod Council, as clerk of our presbytery. I am gradually transitioning out of the Synod Finance duties.

I stepped down as Parkwood's representative elder in March due to ill health, and Dale Tuck stepped in as alternate – Thank you, Dale! I have taken on the task again starting in the fall. In the spring I also had to step down as a member of the PCC's Committee to Nominate Standing Committees, representing the Synod; Dan Seekings of St. Paul's Church stepped up as my replacement for the spring 2024 meetings (that three-year appointment, ended in June 2024).

Our minister is the Presbytery Clerk; the Moderator is Denise Allen-Macartney, minister of Gloucester Church, Ottawa. A number of Parkwood people sit on Presbytery committees.

It has been an honour and a privilege to serve the Presbytery of Ottawa and the Synod of Quebec & Eastern Ontario this past year.

*Submitted by Gord Walford, Representative Elder*





**John Huber**  
**Memorials Clerk**

### **E. Memorials Clerk**

During 2024, in memory of individuals, Parkwood received gifts directed to the following Funds: Loan Repayment, Memorial, Operating, and Fellowship. Gifts were received in memory of Irene Bailie, Carol Brown, Jean Kerr, Robert McCaughern, Bob and Doreen Kerby, Romeo Legislador, Don MacMillan, Andre Marion, Aida Melkonian, Dale Presley, Barbara Smith, Ray Thompson, David Watson, Elsie Woodard, Lorraine Widdis and Rebecca Yabadi.

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.

*Submitted by John Huber, Memorial Clerk*



**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 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 the work of Asuquo Eniang, Marcia Harten, and Alta MacFie.

Monthly needs are provided for through out the year, so donations to the Benevolent Fund at any time are much appreciated. The Benevolent Fund is audited each year.

Please continue to pray for Fund support and the community of people we help.

*Submitted by John Huber, Benevolent Fund Coordinator*



**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.

In 2024, several requests were made, and granted, assisting youth to participate in programs that developed leadership skills.

The fund is audited annually.

*Submitted by Marcia Harten, Youth Leadership Fund Coordinator*



**Dale Tuck**  
**Refugee Fund**

### **H. Refugee Fund**

This year we successfully submitted a request for refugee support for one individual to the Federal Government through the PCC. We have received a response confirming that request with appropriate interviews to be conducted in due course.

In addition, we have received a further request to support another family. This request is under advisement.

*Submitted by Dale Tuck, Refugee Fund Coordinator*





**Dennis Featherstone**  
**Planned Giving Ministry Team Member**

### **I. Planned Giving Ministry**

In 2024, there was a donation of \$5,000 to the Planned Giving Ministry. As of the end of 2024, a total of \$44,000 has been donated to the Ministry. The donations are invested in GICs with various terms to maturity and interest rates.

For the second consecutive year, \$500 of earned interest was donated to the Presbyterian Gifts of Change project. One goal of the PGM is to increase the amount of the annual donation to that project in the future.

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, 2024, the following are members of P&P: Dianne Nickerson, Holly MacDonald, Dennis Featherstone, Paul Mkandawire (*ex officio*), and Rev. James Hurd (*ex officio*).

We are pleased to report that Rev. Hurd will be travelling to Toronto in April of 2025 with respect to General Assembly business and will be delivering boxes of Parkwood's Session and Team records to the PCC head office for microfilming. As mentioned last year, this will save Parkwood in shipping costs for this very important task.

We have worked with the Facility Management Team (FMT doing the initial draft) in updating documents for Fire Safety, Fire Evacuation, and Emergency Plans. We will be reviewing the final drafts early in 2025. I must say that FMT has done an outstanding job in creating these documents, and we heartily thank them for their hard work. The documents will be available pending Session's approval, and we will advise the congregation when this has been completed.

The team continues to review and revise terms of reference (ToR) for the various teams with the help of the team members.

We continue to consider future goals and strategies for growth, participation, outreach, rentals, etc. We pray that with God's grace we will continue to grow in both spiritual and physical ways to further His kingdom.

*Submitted by Dianne Nickerson, Team Leader*



**John Fair**  
**Team Leader**

## **B. Worship Co-ordination Team**

The Worship Co-ordination Team (WCT) met twice in 2024 in-person. Sunday after worship has been a good time to meet as our team members are there and it saves an extra trip out for everyone.

We met first on Sunday, April 14 at Parkwood. We had been asked via a letter from a congregant on behalf of two regular worshippers to consider a change in music for Sunday morning worship. After much discussion it was agreed to not make any changes. It was felt that there was enough music already in the service and to expand would mean extra copyright costs.

WCT, also on the request of Session, reinstated the taking up of the offering. Since the beginning of COVID the offering plates had been located on a table at the entrance to the sanctuary. The ushers' guidelines were updated to reflect the change and the ushers were informed. It necessitated the ushers having to recruit a third person to cover the middle aisle and we thank those who each week volunteer to be that third person.

There was also a suggestion to move the grand piano to improve the sound out to the sanctuary but after consulting with Dianne Smith, our Director of Music, the change was not implemented.

The matter of visitor offering envelopes was brought forward with the suggestion from Rev. James Hurd that we design our own which has been carried through. One of the duties of WCT is to regularly check the three items in each pew which are constantly having to be replaced – prayer request cards, visitor welcome cards and visitor offering envelopes.

It was also to be noted that Philip MacFie resigned as a member of the WCT. We accepted with regret his resignation.

Our second meeting was held on Sunday, October 20 in-person.

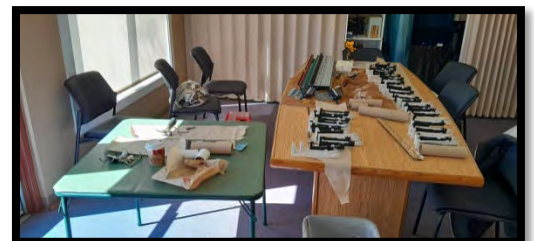
WCT received a request for input via Session to the Facility Management Team (FMT) and then to WCT with respect to putting an assist railing on the chancel steps. We retrieved the existing handrail from storage and after much consideration determined that a new or the existing handrail could be installed. The existing handrail would have to be modified to fit and also be made so that it could be removed if necessary for some function that needed more free space. At some point this may be implemented by FMT.

At this meeting it was agreed that John Fair would set up the Remembrance Day wreath for Sunday, November 10. The Advent and Christmas service dates were determined and John would recruit readers for all the services. Many thanks to all those who volunteered to read when requested and thanks from WCT to Holly MacDonald and Pamela Pestaluky and their elves for setting up the Christmas trees and decorations for the Sanctuary and the Gathering Place.

John Fair also agreed to prepare the budget for 2025 and submit it after its approval by WCT.

Thanks to Dan Moffet for overhauling the electronic piano in the Meeting Room. Several of the keys were sticking. It required taking all the keys apart, cleaning them, adjusting the plastic and then reassembling the piano including the hundreds of screws involved.

We thank Ed and Vicki Steenhorst and Carolyn Herbert for all their work in putting together a wonderful Easter Sunrise pancake and sausage breakfast for those returning to the church after the service.





## 2024 Annual Report of Parkwood Presbyterian Church, Ottawa

A special thanks to those who act as ushers each week for the worship service. We have a wonderful team each week that come to serve in that role. Thanks as well to Margaret McPherson who arranges flowers for the sanctuary through the year. We are also grateful to Dianne Smith and the choir for leading us in song on Sunday mornings, supplemented by additional musicians. Jim MacDonald and the Media Support Team work each week as well to livestream the Sunday morning worship service.

The average in-person attendance was 76 for 46 Sundays where data were available during 2024. By way of comparison the average in 2023 was 60. In addition, there are those who connect via the livestream service each week.

Psalm 29: 1-2 begins with these words of exhortation – *“Ascribe to the Lord, O mighty ones, ascribe to the Lord glory and strength. Ascribe to the Lord the glory due his name; worship the Lord in the splendor of his holiness.”* May that be our desire each Sunday morning as we come to worship and each Monday morning as we go about our work and duties.

*Submitted by Rev. John Fair, Team Leader*

### **Choir**

Parkwood 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 vocalists and various instrumentalists provide offertory music, preludes and hymns. All music has to be approved for live streaming.

Choir members are Gord Walford, Diane Walford, Asuquo Eniang, Ted Johnson, Susanne Johnson, Jill Wu, Karyn Smith. This year the choir welcomed a new member, Max Omari, as a percussionist. At present we are particularly searching for new singers. Being able to read music is an asset but not a requirement. Just come make a joyful noise to the Lord!

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, Karyn Smith played the hand chime.



We were most grateful to Diane and Gord Walford for their contributions to our worship services this past year. Diane and Gord led us in worship through the duets they sang together.

In February Paul Mkandawire and Olivia Meyia-Takoukam sang a lovely duet in celebration of Black History Month.

Summer supply was provided by pianists Sunny Kim and John Harder, who did a wonderful job.

## 2024 Annual Report of Parkwood Presbyterian Church, Ottawa

In September the Choir was delighted to have Holly MacDonald and Vicky Henry join in with us to lead the outdoor worship for our Anniversary service. Holly MacDonald and Peter Paul also joined in with Gord Walford and Asuquo Eniang to form a guitar choir which offered music during another worship service.

Rayan Jallad and Nicholas Kung, who are piano students of Dianne Smith, contributed to the Sunday morning worship services.

Pianist Yufei Jiang, her sister Yulin and Kevin Wang, also students of Dianne Smith, attended our Christmas Dinner with their families. They played Christmas carols before and during Christmas Dinner. We were delighted to have Diane and Gord Walford accompany the Choir while we presented our musical contribution for the evening and we were very happy to have Holly MacDonald and Michael Baker join in and help us lead the Carol Singing.

In December, the hand-chime choir played *Ukrainian Bell Carol* and *Lo, How a Rose*. John Harder played piano duet carols with Dianne.

Diane Walford played piano with Dianne Smith on the organ on Christmas Eve. We were pleased to have Holly MacDonald, Vicky Henry and Peter Paul join in with Gord Walford and Asuquo Eniang to form a Guitar Choir who lead the singing of Silent Night on Christmas Eve.

On Christmas Day, Nehemiah Wu and Diane Walford played Djembe along with the choir anthem Little Drummer Boy.

We offer thanks to the soloists whose musical contributions helped us to draw closer to God.

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 2025.

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 look forward to another year together raising our voices in praise to God! Come make a joyful noise unto the Lord!

*Submitted by Susanne Johnson, Choir President*





**Holly MacDonald**  
**Team Leader**

### **C. Christian Education Team**

It has been a busy year for our Christian Education Team! We have been blessed to have several new families join us at Parkwood, many with teens and young children. As a team we have been tasked with providing a program of Christian Education that is attractive to persons of all ages in order that they may be confronted by the Gospel, may grow in faith, participate in the life of the Christian community, and be active witnesses to Christ in the world. Below you will see reports from the various programs and activities we have undertaken this year to meet this important goal for our congregation. We are grateful to the many gifted, dedicated people who have given their time energy and skills to help people of all ages at Parkwood grow in faith and participate in our Christian community.

#### ***Church School***

The church school continues to grow as we move into 2025. From January to June we had the children/youth divided into two classes. One class was for kindergarten children up to Grade 6 and another for youth in Grades 7 to high school. I had continued to partner with Lorrie McEwen with the younger class. Victoria Henry led the older group with support from Derek Newton.

In September we had to add another class grouping. The younger class is for preschool children up to Grade 1 and is led by Lorrie McEwen with support from Claire McPhee. I am leading the class with children in Grade 2 to Grade 6 and I am thankful that Joanne Meredith, with the support of her husband, Thom, agreed to be my partner teacher.

On Mother's Day the children/youth decorated wreaths which were enthusiastically handed out to the ladies of the congregation after the service.

On Father's Day they had pride in handing out "A Prayer for our Parkwood Fathers" bookmark which they had assembled ahead of time.

Over the summer we did not run regular classes. For the younger children we showed the Nest videos using stories from the Old Testament. This series comes with work sheets to supplement the video. Thank you to those of you who took turns setting up the video and setting out the work sheets.

In December, with leadership from Holly MacDonald, the children/youth gathered in the Fellowship Hall to learn and practice songs to present during the worship service. On December 22 they sang *Away in a Manger* and *The Virgin Mary Had a Baby Boy*. Thank you to Diane Walford for accompanying them on piano.

Going forward, we will need to have an extra class for those children in grades 6 to 8. I anticipate this happening in September. I would ask that you take the opportunity to prayerfully consider becoming involved with the Christian education of our children here at Parkwood.

*Submitted by Pamela Pestaluky, Church School Coordinator*



### ***Mid-week Summer Fellowship***

For our Summer Fellowship this year, we were blessed through a video series by Dr. Sinclair Ferguson, distributed by Ligonier Ministries, on 1 Peter entitled "Sojourners and Exiles".

We gathered in the fellowship hall at 6:30 on Wednesday evenings during July and August for a glass of juice, and sometimes a little snack or desert.

At 7 p.m., we had a brief time of worship, consisting of a hymn or song, a verse or two of scripture, and a prayer, after which we read the passage from 1 Peter on which the evening's instalment of the video series was based, and watched the video. Sinclair Ferguson's expositions sought to help us understand the place of Christian individuals and the early Christian church in the non-Christian and at times anti-Christian environment of the first century Roman empire, and then to apply the principles practiced by the early church to the post-Christian and at times anti-Christian environment in western society today. Clear, helpful, and relevant were all adjectives expressed by those attending to describe the various expositions.

Following each video, we discussed questions arising from the passage under consideration and the insights offered by Dr. Ferguson. Prayer and a closing hymn followed, and we usually finished by 8 p.m.

Because the series had 12 instalments, we extended our gatherings for fellowship into September to complete the series.

Attendance ranged from 8 to 13, averaging 11. Thanks is expressed to John Fair who led the evenings on which the minister was on vacation.

Thanks is also expressed to John Harder, our Summer Program Assistant, and to Asuquo Eniang and Brenda Creighton for backup support from the IT team, in setting up the video equipment in advance for our gatherings.

*Submitted by James T. Hurd*



**Victoria Henry**  
**Christian Education Support Worker**

### ***Youth Group, High School Sunday School, and Young Adult Services***

2024 was a busy year for the Parkwood Youth, both in Sunday school and youth group. Throughout the year, we had a few new students join us, a number of regularly attending youth, as well as a few long-time members who joined us when they could, due to their busy schedules. We are blessed and thankful for each youth who came out in 2024, and look forward to encouraging and supporting them in their faith journeys in 2025.

Throughout 2024, our regular youth group nights consisted of a Bible discussion, games, activities, snacks and great fellowship with others. One of the favourite activities throughout the year was baking. We made everything from cookies, cakes and cake pops to homemade soft pretzels and mini pizzas. In early spring, we began talking about the 10 commandments, with the intention of going back to the basics of our faith.

The youth also took part in a number of offsite events, including an Ottawa 67's hockey game at TD Place, a photo scavenger hunt in neighbourhoods surrounding Parkwood Church, and a friendly but very competitive bowling night at Merivale Bowling Lanes. We had our annual end-of-school and Christmas parties, the youth did some baking for the bake sale held during Savannah Elder's fundraiser concert at the end of September, and

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they expressed their creative skills through pumpkin carving and painting in October. During the summer, we had our summer student, John Harder, lead the youth group. He planned a trip to Putting Edge, the glow-in-the-dark mini golf, near Parkwood.

The youth Sunday school class was held each week during the school year for grades 8-12. We had discussions on a variety of topics that teens face. Some of those topics were peers/friends/bullies, how the things we say can't be taken back and can leave a lasting impact on others, stress, rest, trust in God in the challenging times as well as the good, and a number of seasonal topics (New Year, Easter, Advent/Christmas). A number of these lessons were taken from the curriculum from *Ministry to Youth*.

Thank you to everyone who has helped out with, supported and prayed for our youth and the youth ministry at Parkwood. We have a wonderful team of helpers who come out faithfully on a regular basis on Friday evenings, made up of Violet Busat, Derek Newton and Sunjay Henry. Thank you to everyone who had jumped in to help out with special youth events here and there throughout the year. A special thank you to Peter Paul for his help and support with the youth Sunday school class, sitting in the majority of the winter and spring while I recovered from another concussion. I am grateful for another year of being able to work with and serve the youth at Parkwood, and to be a part of this church family, and for the support and prayers received for this very crucial ministry.

*Submitted by Victoria Henry, Christian Education Support Worker*





**Alta MacFie**  
**Librarian**

### ***Library***

Many new books were added to the library this year. Here is a sampling:

- Some illustrated children's Bibles written in story format were donated. Families are encouraged to borrow them to read with their children at home.
- Three more children's books were purchased from the recently opened Reformed Book Store in Brantford, Ontario – Henry's Big Mistake by Lauren Whitman, an illustrated edition of the Westminster Shorter Catechism, and The Big Book of Questions and Answers, by Sinclair Ferguson.
- A collection of books by Philip Yancey was donated to the library.
- Norman Wirzba, in his book From Nature to Creation: A Christian Vision for Understanding and Loving our World asks the question "What difference would it make if we thought of the earth not as *nature* but as *creation*?"
- Dean L. Overman in his book A Case for the Existence of God asks "Why is there something rather than nothing and why is the universe deeply and beautifully transparent to scientific enquiry?"
- Life Together: Disability and Belonging in the Church is a publication of the Evangelical Fellowship of Canada.

All are encouraged to borrow books from the library. The library is self serve but if you would like assistance in finding the right book, please ask for recommendations. The library has study guides, biographies and a variety of Bible translations as well as books on current issues, apologetics and pastoral care. There is a sign-out book in the library and another in the Gathering Place book case where new books are on display. There are no borrowing deadlines. Just return the books when you have finished reading them. The library catalog may be found on the computer at <https://www.librarything.com/catalog/Parkwoodlibrary>.

### ***RightNow Media***

RightNow Media is a library of Christian documentaries, Bible studies, devotionals and films treating many different topics. As well, there are animated stories for children and films targeting the teen audience. New videos are added every week. They may be viewed as a group for Bible studies or individually for personal use. Two subscribers were added in 2024. If you have not yet signed up, please go online to <https://app.rightnowmedia.org/join/ParkwoodChurch> and add your email address and a password. Subscription to RightNow Media is free to anyone affiliated with Parkwood Church.

*Submitted by Alta MacFie, Librarian*





**Dora Brown**  
**Team Secretary**

#### **D. Pastoral Care Team**

The members of Parkwood's Pastoral Care team were Rev. Hurd, Marcia Harten, Tami Kamou, Laura Game, Betty Paul, Margaret Roach, Dale Tuck, Dora Brown.

Betty Paul and Margaret Roach resigned during the year.

The team meets via Zoom; each meeting is opened with prayer and devotions by a team member.

The Team reviewed and discussed activities in relation to pastoral care: team visits in person or telephone, pastoral care communion services, lunch and learn topics, spiritual care volunteer visits to patients in hospital, worship services at nursing homes and retirement residences, transportation for those unable to drive a car to church services and other pastoral care issues brought to our attention.

The Lunch and Learn continues to be a great opportunity for people to come together, to have lunch, learn about interesting topics, and enjoy a time to meet and talk with others. Lunch and Learn was usually held on the third Monday of the month, except during the summer. The average attendance was 30; free-will donations were collected and speakers given an honorarium. Thanks to the members of the congregation that brought soup, sandwiches and dessert for lunch and helped to set and clean up.

The January speaker was Andrea Gibson, she spoke about her trip to Churchill, Manitoba and Nunavut. In February, a Community Development Worker from NROCRC, a community resource center, told us about the services available at NROCRC. In February, Andrea Cullen and others from Canada Revenue provided information about income tax and social insurance; websites to obtain more information were shared with the attendees.

In April, Jack Wilson from Nepean Agricultural Society spoke about plants and gardening. In May, Olivia Meyia-Takoukam, a member of Parkwood, presented information about Financial Literacy and Money Matters. The topic for October was decluttering, with speaker Akiko Sakiyama. November was a fun time to learn about painting on canvas, with presenter Gisette Cameran. Attendees were encouraged to dress appropriately for painting. The year ended with a Christmas theme, and sharing of Christmas memories.

Pastoral Care Communion was held on May 14, 2024 and October 29, 2024. Pastoral care communion is a special service for congregation members who are unable to attend the regular communion services. A tea and social time were held after the service, thanks to those who set up the tables, prepared the tea, and provided the cheese and sweets. The services were well attended and those attending voiced their appreciation for the opportunity to partake of communion and social time. An article was put in the Pulse describing the benefits of pastoral care communion. A notice was put in the bulletin and Pulse asking for drivers to help bring members in need of a ride to the church.

Worship services at Peter D. Clark nursing home were restarted after pandemic restrictions were removed. Rev. John Fair is conducting a service once a month at the home. Dora Brown continued to volunteer by contacting pastors for the resident worship services. Dora resigned in November having served for 23 years as a palliative and pastoral care volunteer at Peter D. Clark.

The Pastoral Care Team ensured a wheelchair was stored in the front entrance to use in an emergency and that donated walkers, wheelchairs and other mobility equipment were maintained in church storage. These were lent out to congregation members when needed.

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Pastoral Care includes in their budget subscription for a quantity of the large print "Today" devotional booklets, which are provided to Peter D. Clark residents and to individuals within Parkwood Church and beyond. Some are mailed out by the church office, some delivered by Betty Paul to the nursing home, others available at the church office for pickup or delivery by team members or elders.

The Prayer Chain, co-ordinated by Jean Elder, sent out prayer requests by e-mail to the prayer team weekly and as requests were received, once again this has been a busy year for Jean. Several members of our congregation have asked for prayers for their loved ones.

The booklets "Journeying Through Grief" were sent or given to families or individuals who had suffered a loss. The booklets express care and support for those at different stages of the grief process. The Frontline pamphlets on grief distributed by Hulse, Playfair, & McGarry were stored in the volunteer office and are available upon request.

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 celebrated a special event. She also sent out Christmas cards and invitations to pastoral care communion.

The Presbytery of Ottawa pastoral care coordinator position has not been filled. Rev. Hurd is the Presbyterian representative on the Queensway Carleton Hospital Pastoral Care Advisory Committee, and the Presbyterian Pastor on-call for the hospital. Marcia Harten and Tami Kamou received orientation to serve as pastoral care volunteer visitors at the Queensway Carleton and have started to visit patients on a weekly basis.

We extend our heartfelt thanks to Margaret Roach, who stepped down from the Pastoral Care Team in December 2024, for her many years of dedicated service. Margaret visited patients at Queensway Carleton and Ottawa Civic hospitals, and beyond. She offered care, kindness, and support to others when it was most needed. Her commitment and compassion made her an invaluable member of the team, and we are deeply grateful for her contributions.

We also remain grateful the quiet pastoral care ministry provided by Betty Paul, who continues to assist in following up with some of those not able to attend worship in person.

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

*Submitted by Dora Brown, Pastoral Care Team Secretary*

### ***Prayer Chain***

The prayer warriors who belong to the Prayer Chain once again have been busy in 2024 praying for the many requests I receive weekly. We had 575 requests and 143 answers to those requests.

Many thanks to the people who take time out of their day to lift these requests up to our Lord and Saviour Jesus Christ.

*Submitted by Jean Elder, Prayer Chain Coordinator*



**Don Pestaluky**  
**Team Leader**

### **E. Fellowship Team**

We express 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 February 24<sup>th</sup> the Fellowship Team provided refreshments at the Annual Meeting.

Special thanks to Ed and Vicki Steenhorst 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, March 31<sup>st</sup>. 26 persons attended this event and a free will offering of \$30.00 was received and deposited into the Fellowship Fund.

A Strawberry Social was held after the Worship Service on Sunday, June 23<sup>rd</sup>. 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 \$0.52 from the donation was deposited into the Fellowship Fund.

Mid-Week Fellowship began on Wednesday, July 3<sup>rd</sup> and continued through to Wednesday, September 25<sup>th</sup>. Special Thanks to John Harder who ensured that cold drinks were available for the participants.

A Corn Boil was held after the Worship Service on Sunday, September 8<sup>th</sup>. Thanks to John and Martha Fair, Claire McPhee and Ted Johnson for their assistance in husking the seven-dozen corn that were eaten at this event.

On September 15<sup>th</sup> celebratory cake was served in the Fellowship Hall following Parkwood's 60<sup>th</sup> Anniversary Worship Service.

On Saturday December 12<sup>th</sup>, with the enthusiastic support of Parkwood Elves, Holly MacDonald and Pamela Pestaluky, the Fellowship Team Hosted a Christmas Dinner. The Fellowship Hall and tables were decorated by the elves. Approximately 70 persons attended the dinner and enjoyed a delicious meal and shared in a delightful evening. Special thanks to Ed and Vicki Steenhorst who did all the shopping, prep work and cooking and to John and Martha Fair for their assistance in the kitchen. Thanks to Susanne Johnson for organizing music and song for this festive evening which included piano students of Dianne Smith. Thank you, Dianne. Thank you also to the kitchen clean-up crew namely: Viris Williams and Louise Read and the many who helped put away tables and chairs. Proceeds from this dinner in the amount of \$189.44 were deposited into the Fellowship Fund.

This past year the Fellowship Team hosted receptions following the Memorial Services for Carol Brown, Lorraine Widdis, Irene Baillie, Don MacMillan, and Romeo Legislador. The Fellowship Team extends special thanks to our Church Family for their generous contributions of sandwiches and dainties to the receptions and to those who helped set up for the receptions, who helped in the kitchen, who helped with the clean-up and who served as ushers and lift and parking lot attendants.

This past year the Fellowship Team did not host a Virtual Fellowship Hour, however, if you would like to connect virtually with friends at Parkwood Church please contact a member of the Fellowship Team or the Church office.

Coffee and Tea Hosts throughout the year have been Ed and Vicki Steenhorst, Carolyn Herbert, Claire McPhee, Tami Kamou, Heather Peckett, Viris Williams, Claire Bwiza, and Don Pestaluky.



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The current members of the Fellowship Team are: Susanne Johnson, Carolyn Herbert, Viris Williams, and Don Pestaluky. The Fellowship Team's Session representative is Pamela Pestaluky. 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.

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

*Submitted by Don Pestaluky, Team Leader*

### ***New Year's Eve Social – December 31, 2024***

The New Year's Eve Social on December 31<sup>st</sup> was a collaboration among Parkwood, the Ottawa Korean Presbyterian Church and the Assemblies of God (Portuguese).

Parkwood's 60<sup>th</sup> Anniversary Working Group led the organization of the Social which was an evening of games, music, conversations, and light refreshment held before the Watch Night Service.

Refreshment included: coffee, tea, juices, sodas, punch, Christmas cake, potato chips, chicken nuggets, cheese and a variety of biscuits and cookies. Parkwood's Fellowship Team provided tea, coffee and some juices. The other items were provided by individual donations from the three churches.

Approximately 75 persons attended from across the three congregations. It was truly a multi-cultural event with persons from various nationalities speaking at least 3 different languages – English, Korean, Portuguese. Notwithstanding the language barriers, persons were able to connect and have fun. The opportunity for three congregations to come together for fun and worship was a real blessing.

*Submitted by Viris Williams*

### ***Parkwood Elves Craft Group***

This group met from January through to the first part of June on Saturday afternoons. This was a casual drop in time with people bringing their own crafts to work on or taking part in a group project. Items made or donated from this group were sold at the Easter dinner, as part of a fund raiser at Fisher Park School and at the Christmas dinner.

One member brought in a quilt that she had made for her grandson. We were all suitably impressed.

The group project was making Easter bunnies out of tube socks filled with rice. These were used as centre pieces at the Easter dinner.

As in the past year, this was a great time of fellowship with lots of laughter and stories shared.

*Submitted by Holly MacDonald and Pamela Pestaluky*

### **60<sup>th</sup> Anniversary Working Group**

**Members** - Alta MacFie, Susanne Johnson, Diane Walford, Claire McPhee, Onyinye Vian Foster (Ruth), Philip MacFie, Pamela Pestaluky, Derek Newton, Asuquo Eniang, Jill Wu, and Viris Williams.

The working group was launched on August 11, 2024 for the purpose of identifying and coordinating initiatives to celebrate the church's 60th anniversary. It was decided that the celebration should be yearlong (beginning September 16, 2024, and ending August 31, 2025) as it would allow us to celebrate some of the key milestones that the church has achieved over the 60 years. The members of the Group are listed above.

### **Activities in 2024**

Official Launch - The official launch of the anniversary took place on September 16, 2024 under the theme *"Discovering Jesus, Growing in faith, Sharing the love of God"*.

The service was held outdoors on the church lawn. Highlights of the service were:

- The unveiling of the anniversary banner by the Elders in attendance.
- The cutting of the anniversary cake – performed by one of our longest attending members, Dennis Featherstone.
- Praise and worship led by the choir before the start of service.
- Rendition by our Sunday school children

In person attendance was approximately 70 and over 90 persons watched the online stream.

New Year's Eve Social and Watchnight Service - In November the congregation was surveyed to get their opinion on the church hosting New Year's Eve gathering and the format it should take. Based on the feedback Session approved hosting a Social and Watchnight service.

One suggestion from the survey was for us to invite the Korean and Brazilian churches to join us. This was done and the activities were collaborative hosted by the three congregations.

The 60<sup>th</sup> Anniversary Working group led the organization of the Social which was an evening of games, music, conversations, and light refreshment held before the Watch Night Service.

Approximately 75 persons attended from across the three congregations. Feedback from the attendees suggested that the evening was a success. The opportunity to interact, make connections and worship God with persons from the different congregations notwithstanding the language barriers was awesome.



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We thank God for enabling us as a congregation to reflect on His provisions over the last 60 years. As we continue the celebratory activities into 2025, the Working Group petition your prayers and look forward to your support as we seek to identify activities to effectively demonstrate the Anniversary theme - *"Discovering Jesus, Growing in Faith, Sharing the love of God."*

The larger part (eight months) of the anniversary year falls in 2025 running from January to August. As such the program of activities for this period will be more than was done in 2024. Below is a summary of the calendar of activities for this period:

Activities	Timeframe
<b>International Night</b> - An evening of cultural expressions to recognize and show case our multicultural congregation.	February
<b>Easter Season Celebration</b> - Arise Dance Company to minister in dance at morning worship service.	April
<b>Youth Sunday</b> - Morning Worship service to be coordinated and conducted by the youths and young adults.	May
<b>Special Outreach</b> - A special drive in collaboration with the Outreach Team to get at least sixty new persons to attend church during the identified period.	March - May
<b>Parkwood Memories</b> <ul style="list-style-type: none"><li>Collecting and recording memories of persons who have been members/ adherents for 20 or more years.</li><li>Creating pictorial memory library</li><li>Memory Wall</li><li>Find a church historian</li></ul>	March - August
<b>Closing the Year</b> - Out-door service to formally close the year	August

*Submitted by Viris Williams*

**Bible Studies:**

***Sunday Bible Study***

We met by zoom Sunday from 1:00 to 2:00 p.m. We completed the 12 studies of Psalms "A Guide To Prayer & Praise" We read each Psalm then and discussed the questions given in the study book. We learned that the Psalms are the hymn book of the Old Testament, poetry, prayers and God's word to us. Many of the Psalms were written by King David. We then started to read "Living Faith" A Statement of Christian Belief. We read each line, the Bible references in the back of the book, then discussed what the words are saying to us and our expression of faith and belief.

*Submitted by Dora Brown*

***Barrhaven Bible Study***

As of January 2025, the Barrhaven Bible Study group is beginning its 15<sup>th</sup> year. 2024 was our 14<sup>th</sup> year. It began as Outreach but now comes under Fellowship. That fellowship has kept expanding with more people joining over the course of 2024. We welcome those who have joined us for the first time while recognizing those who have been with us since the start. We are grateful for their attendance but most of all for their interest in studying the Scriptures. People come from as far away as Miramichi, New Brunswick and Port Perry, Ontario and all points in between. We are still on Zoom which has allowed us to expand our study geographically and numerically.

Since the fall of 2023 we have been studying the gospel of John. Notes are prepared for each week as we go through the gospel chapter by chapter and verse by verse. Our current page count for the notes sits at 205 and we are about to start chapter 16 of the 21 chapters of John. We have not rushed through the gospel as you can tell, but we allow time for questions or comments and discussion. In Proverbs 27:17 Solomon wrote – *"As iron sharpens iron, so one man sharpens another"* thus we all benefit from questions, comments and discussion.

We have time each week for fellowship before the study and after as well. We begin our study at 7:30 and end at 8:30. There is a "Meet and Greet" session from 7:15-7:30 and we close at 9:00, so there is ample time for connecting with persons from a variety of churches, socializing and getting to know each other better. We open with prayer for the study hour, but also pray for any needs that are expressed.

In 2 Timothy 3:16-17 Paul told young Timothy and he tells us this concerning the word of God, the Scriptures – *"All Scripture is God-breathed and is useful for teaching, rebuking, correcting and training in righteousness, so that the man of God may be thoroughly equipped for every good work."* What makes Scripture unique is that it is not the work of man, but it is the work of God, breathed out by him, inspired by him, and given to us for our good and that of others. Soli Deo Gloria – all to the glory of God alone.

*Submitted by Rev. John Fair*





**Dale Tuck**  
**Team Leader**

## **F. Outreach Team**

On Saturday, June 22 Holly MacDonald, Viris Williams and myself attended the Parkwood Hills Fun Day at Inverness Park. We set up a booth where bubbles and wands were available for the children of the community to play with. Some of the participants were long past their childhood years. We gave away 200 small bottles of bubbles for take home along with 240 bottles of water. Elizabeth Mabie, our Administrative Assistant, designed and printed labels for the bubbles and water with the name of our church and our address. Holly and I taped the labels on each of the containers. Church brochures were available giving information on activities happening at the church. Special thanks to Brenda Creighton for the loan of her tent and to Jim MacDonald for the help with setup and take down. Thanks as well to Don Pestaluky for providing us with refreshments.

We feel this event was well attended and presented Parkwood in a very positive light to the community.

*Submitted by Pamela Pestaluky*



## **Algonquin Pause Table**

The Algonquin College Pause Table encourages students to take a break and enjoy a beverage and snack during stressful examination week. It also helps connect students with the Algonquin College ministries and local Christian church programs.

In 2024 Parkwood participated on Tuesday, April 16 and on Tuesday, December 10. The Pause Table schedule for churches is coordinated by Matt Schmidt of Woodvale Pentecostal Church. The other churches participating in the program include the Salvation Army, Woodvale Pentecostal Church, City View United, Julian of Norwich Anglican Church and Emmanuel Alliance Church.

The Spiritual Centre welcomes students from a wide range of faith and spiritual backgrounds. Yuriy Derkach is the Chaplain at the Spiritual Centre and they had a display set up. During 2024 there was a great need for Bibles. Local congregations responded, as well as a generous donor from the United States that gave over 700 copies. A variety of Bibles were made available and several students requested copies. Parkwood was also able to provide a brochure that was updated by Elizabeth Mabie. About 30 copies were distributed at each event.

Feedback from the students and volunteers has been very positive. Many students attending class at Algonquin are new to Canada and are studying a variety of programs. Those that stopped by gave thanks for this thoughtfulness. Several had not had breakfast but were heading to or from their exam so a light refreshment was very much appreciated.

Prior to the event, volunteers at Parkwood are asked to provide healthy snacks, beverages, or money to purchase goodies. Volunteers serve at the College on the day of the event. At the April event, students enjoyed the many homemade goodies that were donated. However, in December 2024 we were provided with new guidelines.

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*In order to comply with safe food handling practices, we can't allow any homemade goods to be distributed. Prepackaged items (baked goods, granola bars, crackers etc), and fruit are still allowed, just not anything that doesn't have a label or list of ingredients. We also ask that you refrain from distributing any hot beverages (coffee/tea), but we can allow water bottles, juice boxes etc.*

Parkwood folks responded very well and we had a successful table of prepackaged items, lots of fruit – including the favourite bananas, apples, and oranges- and juices as well as gluten-free items. This change in December has increased the number of prepackaged goods that had to be purchased. The trunk of our car and the back seat were filled to capacity. We prepare for 300-500 students to visit the table for each session. All these items are brought into the tables set up in the Student Commons Building.

We appreciate those who are able to come and help the day of, because it gets very busy from about 9:15 when the students start to come until we run out of supplies. We had upwards of 400 very grateful students who came. Officially we don't start until 10:00 but they are hungry and thirsty, and we finished at 2 p.m. Those who have volunteered in the recent past have been Ed and Vicki Steenhorst, John Huber, Alta MacFie, John and Martha Fair.

*Submitted by John and Martha Fair*

### **Fundraisers:**

#### ***Easter FUNdraiser and Ham Dinner***

Saturday, March 23 a ham dinner was served in the Fellowship Hall. Approximately 60 people attended and profit of \$966.00 was given to Parkwood's operating budget.

Special thanks to Ed and Vicki Steenhorst who did all the shopping, prep work and cooking the delicious meal.

Thank you also to the kitchen and cleanup crew who consisted of John and Martha Fair, Katherine Wiens, Sarah Maddex, Carolyn Herbert, Don Pestaluky and Viris Williams.

Decorations for the hall and tables were provided by Holly MacDonald and Pamela Pestaluky.

A musical interlude was provided by Dianne Smith's piano students as well as a musical group led by Susanne Johnson.

*Submitted by Holly MacDonald and Pamela Pestaluky*

#### ***Savannah Elder's Concert***

On Saturday, September 28 Savannah Elder, who grew up attending Parkwood Church, performed a solo concert to help raise funds for our operating expenses. She performed for us despite battling a virus at the time which affected her voice. A special thank you goes to Savannah for gifting us with her time and talents.

Before and during intermission Parkwood's youth group ran a bake sale. Thank you to all of our bakers who contributed to the sale.

Thank you to Savannah, as well as Jim MacDonald and Mohammad Raouf who organized the sound system for the evening.

The concert was well attended and enjoyed by all. The concert and bake sale combined raised \$1,200.00 for the operating expenses.

*Submitted by Holly MacDonald and Pamela Pestaluky*

### ***Christmas Planters and Craft Sale***

This year the Parkwood Elves put together close to 30 Christmas planters to sell with proceeds going to operating expenses. The craft group and other crafty people within our congregation also donated their wares for sale.

On December 7<sup>th</sup> we were able to rent a table at the Fisher Park Christmas Market held at the Fisher Park School. Many people stopped by our table and chatted, some of whom were familiar with Parkwood. We had brochures available listing our upcoming Christmas events.

The total raised from planters and crafts came to \$946.50.

A huge thank you to everyone who supported our fundraising efforts in 2024.

*Submitted by Holly MacDonald and Pamela Pestaluky*





**Derek Newton**  
**Team Leader**

### **G. Mission Team**

The Mission Team continues to give praise and thanks to our Lord and Saviour Jesus Christ for the numerous mission service and support opportunities of Kingdom witness that have been presented throughout 2024 to Parkwood Church.

Asuquo Eniang, John Huber, Viris Williams, Paul Mkandawire, Derek Newton, and Rev James Hurd (ex. officio) made up the Mission Team membership in 2024.

In order to bring forward to the congregation the various local, national and international mission needs presented to Christ's Church, the Mission Team met 9 times throughout the year. Except for the months of July, August, and October the Team regularly met by Zoom technology on the first Tuesday of the month at 7:00 p.m. for approximately one and a half hours. Suggestions of mission opportunities that witness and promote the love of Christ are always welcomed and can be made directly to any member of the Mission Team or simply placed in the Mission mail slot located just outside the Volunteer Room.

#### **2024 ACM Mission Team Budget approved Support**

After obtaining approval of the Mission Team proposed budget on 24 February, 2024 at the Annual Congregational Meeting (ACM), as part of the Budgeted Mission Team proposal, support for Leah Hopp was authorized.

In the financial statement of the Mission Team, the Covenant Orthodox Presbyterian Church is listed. This Church is the channel through which our congregation supports the lay ministry work of Leah Hopp. Leah is a researcher and manager of a community health team, working out of the Akisyon a Yesu (The Compassion of Jesus) Presbyterian Clinic in Uganda. Leah and her team also make visits to local people in villages, all across the Karamoja Region of Uganda. During these visits Leah and team both teach local people about the vital importance of public health and hygiene practices as well as connecting it to the well spring of eternal life found in the gospel of Jesus Christ. During 2024, Leah had taken on additional administrative duties for overseeing the student sponsorship program, through the Orthodox Presbyterian Uganda Mission (OPUM). The dynamic between the Mission, sponsored students and local church plant (Nakaale Presbyterian Church) is complex and rapidly changing. In the midst of these changes, Leah is leading and mentoring, by the wisdom of the Holy Spirit, these students. By equipping these students well, it will ensure the local church will have courageous and mature Christian leaders in the future. Leah is a member in good standing of Parkwood Church and is also recognized as an Associate Missionary, with oversight by the Foreign Missions Committee of the Orthodox Presbyterian Church.

In addition to support of Leah's lay ministry work, the following additional ministries were financially assisted in 2024 as well, through the ACM approved Mission Team Budget:

- Gracefield Camp
- Carlington Community Chaplaincy
- Ottawa Innerscity Ministries
- ShareWord Global Canada, a Bible Ministry
- Inter-Varsity Christian Fellowship of Canada (IVCF), Ministry Worker Mary Howard, a Campus Ministry

#### **Special Appeals**

During 2024, the Mission Team made four Special Appeals to the congregation of Parkwood Church for additional financial support, and with gratitude the following amounts were received and dispersed to these charitable organizations the further share the Word of God and help in bringing His Kingdom work here on earth:



## 2024 Annual Report of Parkwood Presbyterian Church, Ottawa

Appeal Number	Date	Name of Appeal	Amount Received
1	March 17	Jews for Jesus	\$ 540.00
2	May 26	Teen Challenge Canada	\$ 1,505.00
3	September 29	PWS&D	\$ 605.00
4	November 17	Voice of the Martyrs	\$ 755.00

### Visit from Malawi PWS&D Representatives

Through the fostering of existing relations, both those of Paul Mkandawire, and that of The Presbyterian Church in Canada with PWS&D, our congregation was able welcome Mphatso Nguluwe Chikhwaza, who gave a presentation and talk during on Sunday April 21, 2024. Mphatso is a health coordinator with Synod of Livingstonia, overseeing their three hospitals, in northern Malawi.

### New Book – 75<sup>th</sup> years of PWS&D's work

A new illustrated coffee table book, commemorating PWS&D's 75 years of Christ-like humble service and development projects, with world-wide impact and relief provided to disaster-stricken areas. Since April 2024, this book has been made available and displayed at Parkwood Church for those to read, remember, and praise God for His work all across the world.

### Visit from IVCF University of Ottawa Ministry worker

A new connection has been forged with new Inter-Varsity campus staff worker Mary Howard, whom visited us at Parkwood Church on Sunday October 20, 2024 for a short presentation about her work discipling and walking with students in their faith journeys on the campus of the University of Ottawa.

### Operation Christmas Child

Parkwood received 37 filled Christmas Child Shoeboxes in support of this year's Operation Christmas Child outreach that occurred during month of November 2024. Thanks and appreciation is deserved by to many whom helped out Mission Team, in particular: Stewart and Jean Elder, Elizabeth Mabie, Brenda Creighton, Carrie Morris, Jim MacDonald, Alta MacFie, and all whom helped with the Media Support Team. Finally, special appreciation is given to all those who participated in prayer or donation to this special boys and girls mission outreach, that boys and girls from the poorest regions of the world might be exposed for the first time to the radiance and peace of the light of Christ.

### Awareness – Prayer for the Persecuted Church

The Mission Team highlighted the annual event, The International Day of Prayer for the Persecuted Church, on Sunday November 3, 2024. As a time for remembering, praying for, and encouraging our brothers and sisters in Christ whom live and face hardships for their belief and profession of faith in Jesus Christ as their Lord and Savior, in many nations of the world.

### Advocacy – Safeguarding and Protections for Young Canadians Online

The Mission Team coordinated efforts to make available a petition to sign, for any individuals whom desired to, that advocated that the Government of Canada to take measures to help safeguard the safety and well-being of young Canadians online. After several weeks, the petition, with signatures, was then collected and delivered to the local Member of Parliament's office on Friday, March 15, 2024.

*Submitted by Derek Newton, Team Leader*



**Jim MacFie**  
**Team Leader**

### **H. Facility Management Team**

The FMT membership remained stable in 2024. Parkwood's Administrative Assistant and caretaker positions remained unchanged in 2024.

Throughout the year, FMT undertook a steady flow of maintenance activities such as:

- Furnace and air conditioning inspection
- Fire safety inspection
- Lift inspection
- Water backflow inspection
- Tree trimming and yard cleanup
- Contracts for snow removal and yard maintenance
- Broken window replacement
- Parking lot line painting

The various inspections gave rise to small maintenance work on emergency lights, fire extinguishers, the air conditioner and the lift. The annual inspections plus snow removal and groundskeeping constitute an ongoing and stable portion of the FMT expenditures. Similarly, the FMT budget includes the usual utilities and the payroll for the Admin Assistant and the caretaker. There will always be an unpredictable component to the maintenance of the church facilities (such as the broken window in 2023).

Capital expenditures were reduced in 2024 compared with 2023, being largely the replacement of the wooden sign facing Chesterton Drive and the completion of the window trim on the back of the church. No capital items are currently planned for 2025.

Various components of emergency planning, begun in 2023, were finalized in 2024. These are:

- Fire Safety Plan (Firefighters and Staff documents)
- Emergency Plan
- Fire Log book
- Fire Evacuation Plan

This activity was led by Martha Fair.

A few additional chairs were purchased in 2024, which consumed the small amount of money in the Furnishings Fund. The Fund is now closed and in future the purchase of furnishings will be accommodated in the normal FMT budget.

The Terms of Reference for FMT are significantly out of date. It is noteworthy that under the current rules, FMT has only one valid member, Ted Johnson. The 'team leader' and the other 'members' continue *pro tem* but with no status (e.g. no signing authority). A recommendation for an update has been made to Policy and Planning.

*Submitted by Jim MacFie, Team Leader*

## **Events**

2024 was another busy year for Parkwood Events.

We continue to share our building with the Ottawa Korean Presbyterian Church (OKPC) and the Assemblies of God Church (Admito Ottawa), a Brazilian congregation based in Toronto, who speak Portuguese. Sundays are busy, as all three churches have worship services in the Sanctuary and fellowship time after their services. The church is booked from 9 am until 10 pm. These churches also have other meetings and practices during the week.

Recovery on the Hill (an AA group) meets on Thursday evenings.

A new prayer group meets on Saturday afternoons. After a move to the Sanctuary on Saturday evenings in the summer, they found another church where they could meet at the end of July.

We hosted a sleepover for a returning youth group from Kingston. We also rented space for a spring break camp as well as a five-week summer camp for a returning renter.

There were a lot of funerals at Parkwood in 2024 which required coordination with the Fellowship Team and Media Support Team as well as the other churches using our building.

I answer many requests from outside groups wishing to rent, usually via email. Each request is considered according to Parkwood's guidelines and not all inquiries result in a rental. Many are from smaller churches wishing to meet in our building. Sundays are fully booked and we do not have storage space for continuing groups. It has been decided that because of the lack of storage we cannot rent to another church at this time.

**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 well as the caretaker and snow removal company. I also email the caretaker and snow removal contractor when there are changes to the schedule and program the thermostats in the building for the weekly meetings. If you host a monthly meeting you will have to arrive earlier to turn up the heat before your meeting.

As we have a part-time caretaker and many events occur on the weekend, it is required for people to 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 caretaker Aguek Ngor who does an excellent job of keeping the building clean. I appreciate that he often comes on short notice during busy times.

And finally, thanks to Dennis Featherstone, Jim MacFie and Pastor James for their continued guidance and support. A special thanks to our Administrative Assistant, Elizabeth Mabie, for keeping me informed of requests that come to her instead of Parkwood Events.

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

*Submitted by Brenda Creighton, 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 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**

Mohammad Raouf is the technical owner of the live streaming and works to address technical issues associated with it.

Jim MacDonald trains the live streaming operators and Alta MacFie trains the Power Point operators. Alta MacFie schedules operators for the Power Point and the Live Streaming.

The Power Point operators in 2024 were Joelle Hanna, Candys Bwiza, Tony Abou Kasem, Eileen Takayesu, Kloe Game, Salwa Lal, Max Omari, Luis Cortorreal, Kaihong Xue and Alta MacFie.

The live streaming operators in 2024 were Violet Busat, Kloe Game, Candys Bwiza, Joelle Hanna, Luis Cortorreal, Kaihong Xue, Tony Abou Kasem, John Harder, Max Omari, Asuquo Eniang, Mohammad Raouf, Keith Takayesu and Jim MacDonald.

We are very thankful for all our operators and for their faithful service each Sunday. We have received messages of appreciation from our shut-in community who are able to join with us each Sunday because of the ministry of live streaming.

Asuquo Eniang has been an excellent support to the live stream team when Jim MacDonald is not available.

Mohammad Raouf monitors the livestream and is available in real time to help support encountered issues.

On September 15 a 60<sup>th</sup> Anniversary Outdoor Service was held on the lawn of the church. Asuquo Eniang handled the set-up of the sound for this event. Mohammad Raouf did the video recording of this service.

Elizabeth Mabie, our Administrative Assistant, prepares the power point slides for each service including Sundays. She creates the slides for the announcements and scriptures, and merges the other slides that are needed each week for the Sanctuary and TV in the Gathering Place.



## 2024 Annual Report of Parkwood Presbyterian Church, Ottawa

Elizabeth and Brenda prepare the slides that are needed for funerals, incorporating images that are provided by the families. The slides for the TV in the Gathering Place and the Fellowship Hall require different formatting.

Meetings needing AV equipment are booked through Parkwood Events. Jim MacDonald arranges AV requirements in the Sanctuary. Events outside the Sanctuary are handled by Brenda Creighton who provides training and setup of equipment for renters and Parkwood events, like Lunch & Learn.

Significant work was done by Dan Moffet and others in 2023 to improve the church's Zoom capability for In-House Meetings. If you have an event in the church that needs this service, contact Parkwood Events to make arrangements.

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.

Alta and Brenda completed revisions of the "Parkwood Church Audio-Visual Rental of Equipment and Services" document. These are fees that are applicable for operators and equipment for any non-Parkwood event. It was approved by Session in May.

### **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:

- Provided support for all IT related issues encountered at the church.
- In 2023 Asuquo and Brenda created a system for automatic backup of the church computers to our file server. A copy of this backup is then stored offsite on a weekly basis. This backup system continues to work well.
- This year there was a Ransomware attack on the church computers. This could have been a huge issue. Because regular backups were being performed Asuquo and Brenda were able to reimage the machines, restore the latest stored images and promptly recover the situation.
- Brenda installed upgrades to the Windows operating system and Norton Antivirus on all computers and laptops.
- Brenda prepared a laptop for and trained the Summer Program Assistant to use it to show the videos needed for the Mid-Week Fellowship. When the summer student was not available for the Mid-Week Fellowship Brenda stepped in to set up the equipment with dedication, even extending her support through September when the program was extended.
- Asuquo and Dan Moffet investigated the failure of the camera at the entrance of the building. The Administrative Assistant uses it to see who is at the front door when she is alone in the building. A solution was found in December.
- Dan Moffet adjusted the settings on the entry phone at the front door when requested by the office.
- Regan continues to support and troubleshoot the telephone system (Forti Voice).
- 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. He also prepares the livestream files on YouTube in advance of each livestreamed service including service and music copyright Information (the latter provided by Brenda).

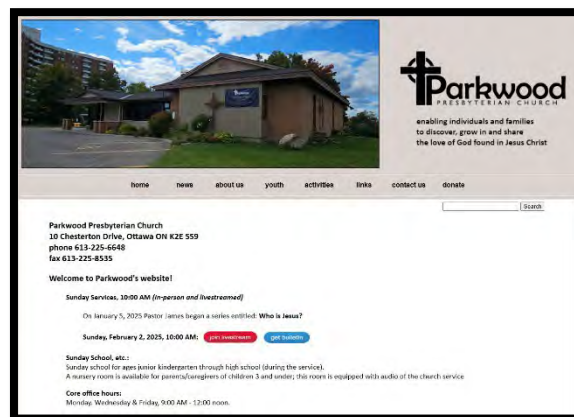
*Submitted by Jim MacDonald*

## Website

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

Parkwood church has had a presence on the world-wide web since April 1996. The site provides weekly access to our livestreamed worship services, continually updated news about what's happening here (including bulletins, newsletters, calendars, annual reports), our beliefs, programs and activities, our pastor (present and past), our teams, staff & facility, our history and a page outlining how people can support our ministry through donations. The site is maintained by Gord Walford. Weekly updates are made on Fridays (link to bulletin and livestream for upcoming service) and Sundays (removal of worship links from homepage, adjustment of text on news page). Thanks to Jim MacDonald and the team of volunteers for livestreaming and projection. 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.

During 2024 the most-visited pages included our home page as well as the contact-us, news, links, rentals, connect-with-us and children's ministry pages, representing over 95% of total visits. Most popular downloads included bulletins, annual reports, and the document, "The House Built Upon the Rock", a history of the old Mulvagh family and farmhouse. The link for the latter is available on our *History* page. Also popular were chapters from the Annual Report Project, a complete collection of Parkwood annual reports from 1965 through 2023 in seven documents.



Parkwood continues to maintain a presence on Facebook.

Posts to our Facebook page tend to be links to the livestreamed services and announcements about upcoming events. In addition to the webservant, our minister, Christian Education Support Worker and a member of the Outreach team can post to the page. In addition to our main Facebook page, Parkwood Youth have a presence on Facebook maintained by our CE Support Worker. We also have a "minor presence" on WhatsApp, including a general chat group and a second space for announcements. Our web presence seeks to encourage the Parkwood community and inform the wider community about what's happening at Parkwood.

*Submitted by Gord Walford, Webservant*



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

### **J. Finance Team**

We continue to have several volunteers who look after 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. 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 above group of volunteers provide many hours of volunteer assistance to maintain our financial system.

### ***Loan Repayment Fund***

#### **As of December 31, 2024**

As shown in Table LR1, the donations to the Loan Repayment Fund in 2024 were \$12,087 (column 2), somewhat less than our target of \$16,500 for the year. The required loan repayments in 2024 totalled \$16,634 (column 3) which was met by using the donations for the year and drawing down our reserve by \$4,547 (column 4). The continued drawing down of our reserve (column 1) has brought the balance to \$3,712.

<b>Table LR1</b>					
<b>Donations to and Payments from Loan Repayment Fund</b>					
Year	Reserve Jan. 1	Donation	Paid on Loans	Change to Reserve	Reserve Dec. 31
	(1)	(2)	(3)	(4)	(5)
2021	13,932	8,655	10,042	(1,387)	12,545
2022	12,545	7,995	9,873	(1,878)	10,667
2023	10,667	15,046	17,454	(2,408)	8,259
2024	8,259	12,087	16,634	(4,547)	3,712
2025	3,712				

### **Going Forward**

In late 2024, a major change in the calculation of interest on primary loans was announced by the Assembly Council. With the change, interest payments will start to be included after the 12<sup>th</sup> year rather than starting with the 7<sup>th</sup> year. Interest payments to date will be used to lower the amount of outstanding principal. For Parkwood,

## 2024 Annual Report of Parkwood Presbyterian Church, Ottawa

the outstanding principal of \$31,395 as of December 31, 2024 will be lowered by \$8,606 (cumulative interest paid to date) to \$22,789. Clearly, a major blessing for Parkwood.

As shown in Table LR2, it is proposed that the new balance on the major loan be met with two annual payments of \$7,500 and then the balance of \$7,789. This plan for the primary loan combined with the unchanged repayment plan for the secondary loan would mean that the two loans are paid off by the end of 2027.

<b>Table LR2</b>					
<b>Required Loan Repayments, 2021 to 2027</b>					
	Primary Loan		Secondary Loan		Total
	Principal	Interest	Principal	Interest	Repayment
2021	7,042				7,042
2022 (yr. 7)	7,167	2,706			9,873
2023	7,167	3,201	6,000	1086	17,454
2024	7,167	2,699	6,000	768	16,634
2025	7,500		6,000	500	14,000
2026	7,500		6,000	350	13,850
2027 (yr. 12)	7,789		6,000	180	13,969

The new policy means that our outstanding principal on the two loans as of the end of 2024 is now \$22,879 plus \$18,000 or \$40,879. The total is 31.4 per cent of our original total borrowing.

Our total annual repayments for 2025 and beyond will now be somewhat lower than previously required. The new requirement for 2025 is \$14,000 compared with \$15,905 previously required.

### **Recommendation**

The target for donations to the Loan Repayment Fund in 2025 is \$14,000.

*Submitted by Dennis Featherstone, Co-Lead*



## 8. Other Reports



**Marcia Harten**  
Team Leader

### A. Leading with Care

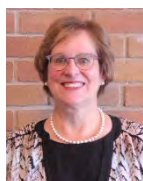
Leading With Care is “a policy for ensuring a climate of safety for children, youth and vulnerable adults in The Presbyterian Church in Canada”. It is designed to prevent abuse and protect the vulnerable by providing a safe environment. This includes:

- 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*



**Kathryn Newton**  
Team Leader

### B. Parkwood Audit Committee: Report for the year ended December 31, 2024

The Parkwood Audit Committee was appointed at the February 2024 annual congregational meeting. The team consists of Kathryn Newton, Stewart Elder, Brenda Featherstone, Martha and John Fair.

In order to provide that the financial accounts of the congregation are properly maintained and reported, 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 2024 and will complete its review of the financial records in January and February 2025 with a report to be given at the February 2025 annual meeting.

*Submitted by Kathryn Newton, Audit Committee Lead*

## 9. New Business



**Ugo Kejeh**  
Team Leader

### A. Budget Team Report and Recommendations

#### Overview for 2024

As shown in the Financial Overview table (row 9), total offering for current purposes in 2024 was \$260,451. This marked the second consecutive year with an increase. Total offering (row 11) which includes those for capital projects was \$260,781 or over \$18,000 greater than in 2021. We need to be very thankful for the generous offering in 2024.

Turning to the budget for local purposes, there was a surge in offering during December which was a major factor in Parkwood ending the year with a small surplus for Local Purposes (line 23). For the year as a whole, offering for local purposes was up \$8,420 or 4.3 per cent from 2023. Expenditures for local purposes were 3.5 per cent greater than in 2023.

An important contributor to receipts for local purposes was fundraising of \$4,271. This initiative also provided entertainment option and other values for the congregation. Rental income provided \$18,025 of non-donation income for local purposes.

#### Challenges for 2025

As usual, each new year brings financial challenges for the congregation.

- Proposed expenditures are for maintaining our current operations, with no new major initiatives
- To balance the budget, there is a need for a further small increase in offering for local purposes
- The obligation to meet the repayment requirements for our two building loans continues, albeit with a smaller financial requirement in 2025
- There continues to be a need for donations for outreach purpose such as our Benevolent Fund, Presbyterians Sharing and various special mission appeals.

#### Recommendation #1

The Budget Team recommends that the congregation approve expenditures for Local Purposes of \$234,193 in 2025. (line 21 in Financial Overview table)

#### Recommendation #2

In order to balance the budget for 2025, the Budget Team recommends that the congregation approve a target for offerings for Local Purposes of \$205,000. (line 1 in Financial Overview table). In combination with forecast for total other income of \$28,144, the budget would be balanced.

#### Recommendation #3

Session recommends a congregational target of \$10,000 for combined financial offerings to support Presbyterians Sharing and Presbyterian World Service and Development in 2025.

#### Recommendation #4

Session recommends that the congregation approve retroactively the permanent transfers of the Mitchell-Hempstock Interest fund of \$7,312 and the Unallocated Interest fund of \$7,672 to the Operating fund.

**Recommendation #5**

Session recommends that the congregation approve a gift of 10 per cent (\$500) of the Widdis bequest of \$5,000 to be given to the Parkwood cabin project at Gracefield.

**Recommendation #6**

Session recommends that the congregation approve the transfer of the residual amount (\$4,500) of the Widdis bequest to the Parkwood Loan Repayment Fund.

Team Leader is Ugo Kejeh; report submitted by Dennis Featherstone



2024 Annual Report of Parkwood Presbyterian Church, Ottawa

**Financial Overview 2021-2025**

(Note: All data in table taken from Financial Statements)

		2021	2022	2023	2024	2025
		Actual	Actual	Actual	Actual	Forecast
<b>A. Offering</b>						
1	Offering for Local Purposes Budget	190,158	191,634	195,581	204,001	205,000
2	Loan Repayment	8,655	7,995	15,046	12,087	14,000
3	Benevolent Fund	5,763	6,358	8,760	6,443	
4	Presbyterians Sharing, PWS@D	12,214	10,766	9,922	10,429	10,000
5	Special Appeals	3,746	3,398	5,880	8,100	
6	Planned Giving	5,000	5,000	5,000	5,000	
7	Other Parkwood Programs	15,229	10,734	8,721	14,391	
8	Sub-total: Current Non-Budget	50,607	44,251	53,329	56,450	
9	Total Offering for Current Purposes	240,765	235,885	248,910	260,451	
10	Offering for Capital Projects	1,719	26,042	31,707	330	
11	TOTAL OFFERING	242,484	261,927	280,617	260,781	
<b>B. Other Income</b>						
12	Rentals	7,200	10,430	18,180	18,025	18,500
13	Fundraising	0	0	0	4,271	5,000
14	Interest Income				1,815	1,000
15	Recoveries	3,203	2,535	3,491	3,863	3,644
16	Federal Student Grant	4,360	5,615	4,844	5,155	
17	Subsidies (during COVID)	0	11,104	0	0	
18	Total Other Income for Budget	14,763	29,684	26,515	33,129	28,144
19	TOTAL RECEIPTS (11) + (18)	257,247	291,611	307,132	293,910	
<b>C. Budget</b>						
20	Receipts for Local Purposes (1)+(18)	204,921	221,318	222,096	237,130	233,144
21	Expenditures for Local Purposes	213,524	215,433	226,169	234,222	233,144
22	Net cost for roof repair		2,500			
23	Balance for Local Purposes (20)-(21)-(22)	-8,603	3,385	-4,073	2,908	0
24	Balance excluding Subsidies (23)-(17)	-8,603	-7,719	-4,073	2,908	0



## D. Membership of Ministry Teams 2025-2026

(including maximum team strength)

### **Christian Education** (6 plus *ex officio*)

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

### **Fellowship** (6)

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

### **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. **Jim MacFie** (jamacf@bell.net)
2. Jim Elder
3. Martha Fair
4. Marcia Harten
5. Ted Johnson
6. Elizabeth Mable, Admin Assistant (*ex officio*)
7. Alta MacFie
8. Aguek Ngor, Caretaker (*ex officio*)
9. Dale Tuck

### **Mission** (5 plus *ex officio*)

1. **Derek Newton**  
(derekn.jays2@hotmail.com)
2. Asuquo Eniang
3. John Huber
4. Paul Mkandawire
5. Viris Williams

### **Media Support**

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

### **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 (*leave of absence*)
4. Marcia Harten
5. Tamam Kamou
6. Barbara Townsend (*leave of absence*)
7. 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. Holly MacDonald
3. 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. Dianne Nickerson
6. 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.*

**PARKWOOD PRESBYTERIAN CHURCH**

**FINANCIAL STATEMENTS**

**December 31, 2024**

version: 2025-02-04 9:00 PM

**PARKWOOD PRESBYTERIAN CHURCH  
STATEMENT OF FINANCIAL POSITION  
AS AT DECEMBER 31, 2024**

<b><u>ASSETS</u></b>	<b><u>Unrestricted</u></b>	<b><u>Reserved Funds (See Schedule)</u></b>	<b><u>Endowment / Planned Giving Funds</u></b>	<b><u>Net Assets Dec. 31, 2024</u></b>	<b><u>Net Assets Dec. 31, 2023</u></b>
<b>Current Assets</b>					
Cash on Hand and in Bank	29,550	17,622	11,770	58,943	42,301
Short Term Investments - at cost	-	30,000		30,000	48,500
Accounts Receivable	-	-		-	-
HST Recoverable	4,024	-		4,024	9,574
<b>Total Current Assets</b>	<b>33,574</b>	<b>47,622</b>	<b>11,770</b>	<b>92,966</b>	<b>100,375</b>
Long Term Investment Certificates	-	-	32,230	32,230	30,500
Church Building, Furnishings (note 2)	2,628,751	-	-	2,628,751	2,628,751
Land at Cost (note 2)	1	-	-	1	1
<b>Total Assets</b>	<b>2,662,326</b>	<b>47,622</b>	<b>44,000</b>	<b>2,753,948</b>	<b>2,759,627</b>
<b><u>LIABILITIES, RESERVED FUNDS AND NET ASSETS</u></b>					
<b><u>LIABILITIES</u></b>					
Accounts Payable	3,517			3,517	1,551
Loans Payable-short term - (note 3)	13,500	-	-	13,500	13,167
Loans Payable-long term - (note 3)	27,289			27,289	49,395
				-	-
<b>Total Liabilities</b>	<b>44,306</b>	<b>-</b>	<b>-</b>	<b>44,306</b>	<b>64,113</b>
<b><u>NET ASSETS</u></b>					
Opening Balance January 1 (including capital assets)	2,595,741	60,773	39,000	2,695,513	2,711,310
Adjustment to opening Net Assets	8,606	(480)		8,126	
Revised Opening Balance January 1	2,604,347	60,293	39,000	2,703,639	2,711,310
Net Income (Deficit) year to date	2,908	3,094	-	6,003	(15,796)
Net Transfers From (To) Funds	10,765	(15,765)	5,000	-	-
<b>Net Assets Closing Balance</b>	<b>2,618,020</b>	<b>47,622</b>	<b>44,000</b>	<b>2,709,642</b>	<b>2,695,514</b>
<b>Total Liabilities, Reserved Funds and Net Assets</b>	<b>2,662,326</b>	<b>47,622</b>	<b>44,000</b>	<b>2,753,948</b>	<b>2,759,627</b>



**PARKWOOD PRESBYTERIAN CHURCH  
CONTINUITY SCHEDULE OF NET ASSETS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

	<u>Unrestricted</u>	<u>Reserved Funds</u> <u>(See Schedule)</u>	<u>Endowment /</u> <u>Planned Giving</u> <u>Funds</u>	<u>Net Assets</u> <u>Dec. 31, 2024</u>	<u>Net Assets</u> <u>Dec. 31, 2023</u>
<b>Net Assets as Reported December 31, 2023</b>	<b>2,595,741</b>	<b>60,773</b>	<b>39,000</b>	<b>2,695,514</b>	<b>2,711,310</b>
Adjustment for error by Canada Helps - December 2023		(480)	-	(480)	-
Adjustment for interest paid to reduce loan principal.	8,606	-	-	8,606	-
<b>Net Assets as adjusted January 1, 2023</b>	<b>2,604,347</b>	<b>60,293</b>	<b>39,000</b>	<b>2,703,640</b>	<b>2,711,310</b>
Net Income (Deficit) year to date	2,908	3,094		6,002	(15,796)
Transfer to Operating Fund for Loan Repayment	13,167	(13,167)		-	
Transfer to Endowment Fund		(5,000)	5,000	-	
Transfer from Operating Fund to Benevolent Fund	(2,402)	2,402		-	
<b>Net Assets as Reported December 31, 2024</b>	<b>2,618,020</b>	<b>47,622</b>	<b>44,000</b>	<b>2,709,642</b>	<b>2,695,514</b>

**PARKWOOD PRESBYTERIAN CHURCH**  
**STATEMENT OF OPERATIONS FOR LOCAL PURPOSES AND MINISTRY TEAMS**  
**FOR THE YEAR ENDED DECEMBER 31 2024**

p. 1 of 5

2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
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RECEIPTS:

OFFERING - Local Purposes	185,000	195,581	201,847	204,001	205,000
RENTAL INCOME	15,000	18,180	18,000	18,025	18,500
REVENUE From Federal Student Grant		4,844		5,155	
OTHER INCOME - FUNDRAISING	-	-	3,500	4,271	5,000
OTHER INCOME - INTEREST INCOME	-	-	-	1,815	1,000
OTHER INCOME - RECOVERIES	3,000	3,491	3,500	3,863	3,644

TOTAL RECEIPTS LOCAL PURPOSES	203,000	222,096	226,847	237,130	233,144
SPECIAL APPEALS-OUTREACH RECEIPTS	10,000	15,802	10,000	18,529	10,000

<b>TOTAL RECEIPTS</b>	<b>213,000</b>	<b>237,898</b>	<b>236,847</b>	<b>255,659</b>	<b>243,144</b>
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EXPENSES:

FACILITY MANAGEMENT	58,950	65,251	59,494	63,320	61,757
MEDIA SUPPORT	4,270	2,890	3,275	2,321	2,835
FINANCE	108,460	115,956	120,530	126,303	122,940
CHRISTIAN EDUCATION	11,900	9,872	9,800	9,435	10,900
MISSION	3,850	3,799	3,850	3,700	3,700
OUTREACH	-	-	-	-	-
WORSHIP COORDINATION	22,620	21,106	21,990	21,180	23,050
SESSION	7,532	7,295	7,808	7,963	7,962
FELLOWSHIP	-	-	-	-	-
PASTORAL CARE	200	-	100	-	-

TOTAL EXPENSES LOCAL PURPOSES	217,782	226,169	226,847	234,221	233,144
SPECIAL APPEALS - OUTREACH PAID OUT	10,000	15,802	10,000	18,529	10,000
SPECIAL APPEALS - OUTREACH PAYABLE	-	-	-	-	-

<b>TOTAL EXPENSES</b>	<b>227,782</b>	<b>241,971</b>	<b>236,847</b>	<b>252,751</b>	<b>243,144</b>
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<b>NET REVENUE (EXPENSE) FOR THE PERIOD</b>	<b>(14,782)</b>	<b>(4,073)</b>	<b>(0)</b>	<b>2,908</b>	<b>(0)</b>
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**PARKWOOD PRESBYTERIAN CHURCH**  
**STATEMENT OF OPERATIONS FOR LOCAL PURPOSES AND MINISTRY TEAMS**  
**FOR THE YEAR ENDED DECEMBER 31 2024**

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FACILITY MANAGEMENT					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
Natural Gas	3,050	3,683	3,700	2,525	3,000
Electricity	6,000	7,093	7,200	7,949	8,500
Computer Supplies	350	-	-	-	-
Snow Clearing	4,000	4,262	4,300	5,680	5,200
Groundskeeping	4,000	4,467	5,500	5,624	4,500
Repairs, Replacement & Maintenance	6,000	8,175	7,000	6,730	6,000
Telephone	1,500	1,706	1,700	1,872	2,057
Water and Sewer	2,250	2,252	2,400	2,357	2,500
Stationery and Office Supplies	5,500	5,056	3,800	5,057	5,000
Insurance	8,800	8,054			
Other Expense	-	-	-	136	-
Administrative Assistant	11,000	10,860	11,364	12,601	12,000
Caretaker	6,500	9,646	12,530	12,788	13,000
Total	<b>58,950</b>	<b>65,251</b>	<b>59,494</b>	<b>63,320</b>	<b>61,757</b>

MEDIA SUPPORT					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
Computer Supplies	1,610	1,161	900	712	1,010
Internet	1,500	1,283	1,500	1,366	1,500
Livestreaming Maintenance	1,000	269	650	27	100
Web Hosting	160	177	225	215	225
Total	<b>4,270</b>	<b>2,890</b>	<b>3,275</b>	<b>2,321</b>	<b>2,835</b>

FINANCE					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
EI Expense	2,449	2,515	2,670	2,694	2,636
CPP Expense	5,135	6,130	5,724	6,507	5,789
Minister's Stipend	62,000	62,000	62,000	62,059	62,000
Minister's Continuing Education	600	600	600	600	1,500
Presbyterian Church Pension Plan	8,615	8,615	9,259	9,260	9,681
Extended Health and Dental	5,311	5,311	5,577	5,577	6,134
Minister's Housing Allowance	23,500	23,500	23,500	23,500	23,500
Bank Fees and Interest	850	1,000	1,000	710	1,000
Financial Software & Supplies	-	1,723	1,700	1,747	1,700
Insurance	-	-	8,500	8,829	9,000
Student/Intern		4,562		4,819	
Total	<b>108,460</b>	<b>115,956</b>	<b>120,530</b>	<b>126,303</b>	<b>122,940</b>

**PARKWOOD PRESBYTERIAN CHURCH**  
**STATEMENT OF OPERATIONS FOR LOCAL PURPOSES AND MINISTRY TEAMS**  
**FOR THE YEAR ENDED DECEMBER 31 2024**

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CHRISTIAN EDUCATION					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
Christian Education Support Worker	8,800	8,800	8,800	8,800	8,800
Church Library	200	95	100	110	200
Young Adults	200	-	-	-	-
Church School	1,000	504	400	64	400
Adult Education	400	-	-	-	500
LOGOS Program	700	20	-	-	500
Summer Programming	100	453	-	-	-
Right Now Media	500	-	500	461	500
Total	11,900	9,872	9,800	9,435	10,900

MISSION					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
Bible Ministries (1 of 5)	100	100	100	100	100
Campus Ministries (2 of 4)	200	200	200	200	200
Carlington Chaplaincy	100	100	100	100	100
Covenant Orthodox Presbyterian Church	2,000	2,000	2,000	2,000	2,000
Gracefield Camp	1,200	1,200	1,200	1,200	1,200
Ottawa Innercity Ministries	100	100	100	100	100
Other Missions Expense	150	99	150	-	-
Total	3,850	3,799	3,850	3,700	3,700

OUTREACH					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
Advertising & Promotions	-	-	-	-	-
Brochures for visitors	-	-	-	-	-
English Fellowship Evening	-	-	-	-	-
Pause Table	-	-	-	-	-
Other Outreach	-	-	-	-	-
Total	-	-	-	-	-



**PARKWOOD PRESBYTERIAN CHURCH**  
**STATEMENT OF OPERATIONS FOR LOCAL PURPOSES AND MINISTRY TEAMS**  
**FOR THE YEAR ENDED DECEMBER 31 2024**

p. 4 of 5

WORSHIP COORDINATION					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
Director of Music Ministry	19,000	18,996	19,000	18,996	19,000
Music for Worship	50	-	50	20	50
Piano/Organ Maintenance	1,000	604	900	518	900
Christian Copyright Licence	470	488	500	513	550
Continuing Education for Dir. Of Music	250	128	250	333	250
Organist/Pianist Supply	800	700	800	800	800
Pulpit Supply	950	190	390	-	1,400
Other Worship Expense	100	-	100	-	100
Total	22,620	21,106	21,990	21,180	23,050

SESSION					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
Congregational Supplies	200	40	50	160	160
Presbytery Dues	6,852	6,852	7,303	7,303	6822
Evangelical Fellowship membership	180	180	180	180	180
Renewal Fellowship membership	100	100	100	100	100
Leading with Care	100	70	100	17	100
Microfilming	-	-	-	-	500
Other Session Expenses	100	52	75	203	100
Total	7,532	7,295	7,808	7,963	7,962

FELLOWSHIP					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
Social Hour	-	-	-	-	-
Gracefield Weekend	-	-	-	-	-
Total	-	-	-	-	-

PASTORAL CARE					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
Miscellaneous	200	-	100	-	-
Total	200	-	100	-	-

**PARKWOOD PRESBYTERIAN CHURCH**  
**STATEMENT OF OPERATIONS FOR LOCAL PURPOSES AND MINISTRY TEAMS**  
**FOR THE YEAR ENDED DECEMBER 31 2024**

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SPECIAL APPEAL OUTREACH DISBURSEMENT DETAILS					
	2023 BUDGET	2023 ACTUAL	2024 BUDGET	2024 ACTUAL	2025 BUDGET
CANHAVE		2,725		2,750	
Covenant Orthodox Presbyterian Church		1,000		2,100	
Food for the Hungry		370		-	
Gracefield Camp		100		-	
Interserve Canada		425		-	
Inter-varsity Christian Fellowship				225	
Jews For Jesus				540	
Miriam Centre		420		-	
Ottawa Innercity Ministries		100		175	
Ottawa Mission		150		50	
Presbyterians Sharing *		7,572		8,654	
PWS&D General Fund *		580		1,775	
Presbyterians Sharing + PWS&D General Fund *	10,000		10,000		10,000
PWS&D Turkey/Syria		1,770		-	
Salaam Ministries		590		-	
Teen Challenge Canada				1,505	
Voice of the Martyrs Canada				755	
Total	10,000	15,802	10,000	18,529	10,000

**PARKWOOD PRESBYTERIAN CHURCH  
CONTINUITY SCHEDULE OF RESERVED FUNDS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

Statement of fund balances:

Fund Description	Opening Balance January 1, 2024	Receipts			Expenditures Program Expenditures	Interfund Transactions	Surplus Changes	Closing Balance December 31, 2024
		Designated Offering Receipts	Other Contributions	Total Receipts				
<b>Team Programs</b>								
Fellowship Team Fund	2,169	2,270	31	2,301	1,670		631	2,800
Christian Education Fund	987	310	-	310	398		(88)	899
Flower Fund	192	-	-	-	27		(27)	165
Key Deposit	231	-	-	-	20		(20)	211
Mid Week Group	-	-	-	-	-		-	-
Outreach Projects	2,358	580	-	580	890		(310)	2,048
Pastoral Care Fund	1,088	894	-	894	669		224	1,312
Special events	52	-	-	-	-		-	52
Youth Leadership Fund	2,180	382	-	382	941		(559)	1,621
Youth Group Fund	1,918	480	-	480	1,862		(1,382)	536
Urbana Fund	535	-	-	-	-		-	535
Planned Giving Fund	-	5,000	-	5,000	-	(5,000)	-	-
<b>TOTAL</b>	<b>11,711</b>	<b>9,916</b>	<b>31</b>	<b>9,946</b>	<b>6,477</b>	<b>(5,000)</b>	<b>(1,531)</b>	<b>10,179</b>
<b>Special Purpose Funds</b>								
Covid Expense Fund	74	-	-	-	-		-	74
Audio Visual Fund	24	-	-	-	-		-	24
Furnishings & Construction Fund	654	-	-	-	654		(654)	(0)
Hymn Books, Bibles Fund	174	-	-	-	-		-	174
Organ Replacement Fund	264	-	-	-	-		-	264
Reserve for Capital Expenditures	4,973	330	-	330	9,076	9,000	254	5,227
Parkwood Refugee Fund	8,183	850	-	850	1,814	(964)		7,219
Loan Repayment Fund	8,259	12,087	-	12,087	3,467	(13,167)	(4,547)	3,712
<b>TOTAL</b>	<b>22,605</b>	<b>13,267</b>	<b>-</b>	<b>13,267</b>	<b>15,011</b>	<b>(4,167)</b>	<b>(5,910)</b>	<b>16,694</b>
<b>Parkwood</b>								
Memorial Fund **	9,165	3,595	-	3,595	1,500		2,095	11,260
Parkwood Session Benevolent (incl .WhiteGifts)	5,311	6,443	-	6,443	10,670	2,402	(1,825)	3,486
Student Assistance Fund	1,502	-	-	-	500		(500)	1,002
<b>TOTAL</b>	<b>15,978</b>	<b>10,038</b>	<b>-</b>	<b>10,038</b>	<b>12,670</b>	<b>2,402</b>	<b>(230)</b>	<b>15,748</b>
<b>Bequests</b>								
Lorraine Widdis Bequest		5,000	-	5,000	-		5,000	5,000
Albert De Boer Bequest	10,000	-	-	-	1,000	(9,000)	(10,000)	-
Unallocated interest fund	-	-	-	-	-		-	-
<b>TOTAL</b>	<b>10,000</b>	<b>5,000</b>	<b>-</b>	<b>5,000</b>	<b>1,000</b>	<b>(9,000)</b>	<b>(5,000)</b>	<b>5,000</b>
<b>Total Reserved Funds</b>	<b>60,293</b>	<b>38,221</b>	<b>31</b>	<b>38,251</b>	<b>35,158</b>	<b>(15,765)</b>	<b>(12,671)</b>	<b>47,622</b>

**PARKWOOD PRESBYTERIAN CHURCH**  
**STATEMENT OF CHANGES IN CASH FLOWS**  
**FOR THE YEAR ENDED DECEMBER 31, 2024**

	<u>Operating</u>	<u>Reserve Funds</u>	<u>Endowment /</u>	<u>Total</u>	<u>Total</u>
	<u>Fund</u>	<u>(See Schedule)</u>	<u>Planned Giving</u>	<u>Dec. 31, 2024</u>	<u>Dec. 31, 2023</u>
<b>Cash from operating activities</b>			<b>Funds</b>		
Net revenue (loss) for the year	2,908	3,094	-	6,003	(15,797)
Add items not involving cash					
Interfund transfers	10,765	(15,765)	5,000	-	-
	13,673	(12,671)	5,000	6,003	(15,797)
<b>Changes in non-cash working capital</b>					
(Increase) decrease in Accounts Receivable	-			-	-
HST/GST recoverable	5,550	-	-	5,550	(1,631)
<b>Net cash generated through operating activities</b>	<b>19,224</b>	<b>(12,671)</b>	<b>5,000</b>	<b>11,553</b>	<b>(17,428)</b>
<b>Investing Activities</b>					
(Increase) decrease in Investments (net)	-	10,000	6,770	16,770	(53,800)
<b>Financing Activities</b>					
Increase (decrease) in Accounts Payable	1,966	-	-	1,966	113
Repayments of Loans Payable	(13,167)	-	-	(13,167)	(13,167)
	(11,202)	-	-	(11,202)	(13,054)
<b>Net increase (decrease) of cash during year</b>	<b>8,022</b>	<b>(2,671)</b>	<b>11,770</b>	<b>17,122</b>	<b>(84,282)</b>
<b>Cash - beginning of year</b>	21,528	20,773		42,301	126,583
Adjustment for prior period Canada Helps	-	(480)	-	(480)	-
<b>Cash - end of year</b>	<b>29,550</b>	<b>17,622</b>	<b>11,770</b>	<b>58,943</b>	<b>42,301</b>



**PARKWOOD PRESBYTERIAN CHURCH  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

**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.

**Investments – Restricted Fund**

Short-term and long-term investments are interest bearing guaranteed investment certificates which are recorded at cost, which approximates the market value of the investments. As at December 31, 2024, a total of \$30,000 of the investments held are invested in 1-year cashable Guaranteed Investment Certificates with interest compounding to the maturity date or to the date the investment is cashed, whichever comes first. Interest earned on both long- and short-term investments is recorded on a cash basis when received.

**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.

**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 this 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 Fund which was also obtained for the purpose of completing the expansion of the building, as approved at its 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.

**PARKWOOD PRESBYTERIAN CHURCH  
NOTES TO FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2024**

When the loan agreement was first signed, the loan was 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 amount being added to the principal repayment amount beginning with the 7th year (2022). Extra payments on principal may be made at no cost, providing advance notice of the payment is provided. In November of 2024, however, notice was received that the Assembly Council of the Presbyterian Church in Canada approved making the loans interest-free for the first 12 years. Interest paid to date is to be used to lower the outstanding amount of principal. A revised official loan repayment schedule for 2025 and subsequent years has not yet been received as of January 31, 2025. The total principal repayment due in the 12 months ending December 31, 2025 is proposed to be \$7,500 which is roughly one-third of a three-year plan to repay the revised principal due of \$22,789 by the end of the 12th year of the loan.

**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 was no interest charged on or before May 9, 2022. As of May 1, 2023, interest is being 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, 2025; May 9, 2026; and May 9, 2027. The total principal repayment due in the 12 months ending December 31, 2025, is \$6,000.

**4. INTERFUND TRANSFERS:** During the year ended December 31, 2024, 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
- \$6,000 was transferred from the Loan Repayment Fund to the Operating Fund, for the purpose of principal repayments on the Extension 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.
- \$2,402 was transferred from the Operating Fund to the Restricted Session Benevolent Fund account to ensure the balance at December 31, 2024 was sufficient to provide for expenditures of the fund in early 2025.

**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. 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.









 **Parkwood**  
PRESBYTERIAN CHURCH

