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Annual Meeting 2024 Agenda

1. Opening Prayer
2. Appointment of Secretary
3. Approval of Agenda
4. Adoption of Minutes of the March 03, 2024 Annual Meeting
5. Adoption of Minutes of the Emergent Congregational Meeting 2024-04-28
6. Reports for 2024
 - (a) Moderator
 - (b) Kirk Session
 - (c) Membership Statistics
 - (d) Presbyterian Women
 - (e) Worship Committee
 - (f) Choir and Music
 - (g) Mission Committee
 - Centretown Churches Social Action Committee
 - Centretown Community Food Centre
 - (h) Christian Education Committee
 - Lay Bible Study Group
 - Children's Sunday School
 - (i) Finance and Maintenance Committee
 - Rentals
 - (j) Archival Committee
 - (k) Cameron Highlanders of Ottawa
 - (l) Refugee Sponsorship
6. Financial Statements for 2023
 - (a) Treasurer's Report
 - (b) Auditor's Report
 - (c) Trustees 'Report
 - (d) Others
7. Budget for 2024
 - (a) Operating Account
 - (b) Presbyterians Sharing Allocation
 - (c) Support for the Presbyterian College
8. Appointment of Officers for 2024
 - (a) Treasurer
 - (b) Trustees
 - (c) Chair of Finance and Maintenance Committee
 - (d) Auditors
9. Other Business
10. Adjournment
11. Closing Prayer

Minutes of the 2024 Annual Congregational Meeting (2024-03-03)

2024-03-03 (Opened in Prayer) 12:11PM

Present: Mary Lloyd, Nick Lussier, Meagan MacEwen, Jeff Wilson, Bill White, Miriam Banda, Kay Tate, Don Tate, Stan Currie, Jean Currie, Daisy Tsai, Rob Brandon, Bonaventure Bigirimvano, Nora Bihari, Heather Rice, Isaac Ives, Rev. Paul Wu (Moderator), Kawakon Quansah

1. Meeting declared constituted (quorum present). (12:13PM)
2. Moved by Mary Lloyd and Nick Lussier that Isaac Ives be appointed as secretary for the 2024 Annual Congregational Meeting. Carried.
3. Moved by Isaac Ives and seconded by Nancy Lee that the 2024 Annual Meeting Agenda be approved as printed (or as amended). Carried
4. Moved by Isaac Ives and seconded by Meagan MacEwen that the minutes of the February 26 2023 Annual Congregational Meeting and the June 4, 2023 Emergent Congregational Meeting be adopted as printed (or as amended). Carried.
5. Moved by Rob Brandon and Seconded by Stuart Gentle that the Financial Reports for 2023 be received and considered. Carried.
6. Moved by Jeff Wilson and seconded by Jean Currie that the Auditor's Report for 2023 be received and considered. Carried.
7. Moved by Don Tate and seconded by Bill White that the Trustee's report be received and considered. Carried.
8. Moved by Isaac Ives and Kay Tate that all printed reports for 2023 be received and considered. Carried.
9. Moved by Rob Brandon and seconded by Nick Lussier that the budget for 2024 be received and considered. Carried.
10. Motion to approve budget for 2024 with a deficit of \$117, 552.94 (Rob Brandon, 2nd Nick Lussier). Carried.
11. Moved by Isaac Ives and seconded by Bill White that, as recommended by the Session, St Giles accept a Presbyterians Sharing Allocation of \$10,657.00. Discussion: Nick Lussier and Nancy Lee moved an amended amount of \$6,100.00. Called to question - amendment failed. Motion for allocation of \$10,657.00 as originally proposed. Carried.
12. Moved by Don Tate seconded by Rob Brandon that as per the Trustees recommendation, the Capital Fund be terminated and the amount (approx. \$8000) be transferred to the Trustees Current Account. Carried.
13. Moved by Isaac Ives and seconded by Don Tate that the Congregation of St. Giles pledge \$5000 to support Presbyterian College Montreal in 2024. Nancy Lee moved amended amount of \$2500, seconded by Nick Lussier. Amendment failed. Motion carried as originally proposed.
14. Moved by Mary and seconded by Jean Currie that Rob Brandon be appointed as Treasurer of St. Giles for 2024. Carried.
15. Moved by Jeff Wilson and seconded Nick Lussier that Bob Brien, Don Tate, Jean McNally, Kate Ferguson, Meagan McEwen and Nancy Lee be appointed as Trustees of St. Giles for 2024. Carried.

16. Moved by Nick Lussier and seconded by Rob Brandon that Isaac Ives be appointed as Chair of the Finance and Maintenance Committee for 2024. Carried.
17. Moved by Nancy Lee and seconded by Mary Lloyd that Jeff Wilson and Nelson Coyle be appointed as congregational Auditors for 2024.
18. Motion by Mary Lloyd and seconded by Jean Currie that the Trustees donate \$650 each to the Centretown Social Action Committee and Gracefield Camp and Retreat Centre. Stan Currie moved to amend the amount to \$700 seconded by Don Tate. Carried. Jeff Wilson moved that the amount be amended to \$1000 Jean seconded. Motion carried as finally amended.
19. Several motions of thanks.
20. Nick Lussier moved adjournment. Carried

The meeting closed in prayer at 12:16 p.m.

Respectfully submitted by Isaac Ives, Clerk

Minutes of the Emergent Congregational Meeting (2024-04-28 11:46AM)

Meeting convened in Prayer at 11:46AM by Rev. Paul Wu

Motion (Don Tate, 2nd Nelson Coyle) to approve calling of Congregational Meeting. Carried.

Motion: (Isaac Ives, 2nd Jane Evans) To request to the Trustees to provide funding to complete the Archival Committee's work. The Committee estimates \$5000 is necessary to enable the re-cataloguing of the of St. Giles holdings at the Ottawa Archives and integrating the material with the portion of the collection currently held at St. Giles. It is the intent of the committee to engage a Carleton Graduate Student to complete the work. (\$5000 to be transferred to the Memorial Fund for this purpose.)

After some discussion, the motion was called to question by Nelson Coyle. Motion carried.

Respectfully submitted by Isaac Ives, Clerk

Reports for 2024

Moderator's Report

To Member and Adherents of St. Giles Presbyterian Church

May the peace of Christ be with you.

“Be anxious for nothing, but in everything by prayer and supplication, with thanksgiving, let your requests be made known to God; and the peace of God, which surpasses all understanding, will guard your hearts and minds through Christ Jesus.” (Philippians 4:6-7)

The Lord knows that I grumble and complain. To be honest, if I was amongst the Israelites during their forty years of wandering in the wilderness, I probably would be right up there, at the front of the line, demanding water and meat. I try not letting that side of me be shown or known in pastoral ministry, because I had learned first-hand how damaging it could be when I become an anxious presence, or worse, a grumpy-old-man. Besides, I do take a page of leadership lesson from the movie 'Saving Private Ryan', that gripes go up not down, never down.

Therefore, permit me to gripe up, to God, in this prayer of lament (while taking a page from Psalm 13): How long, Lord? How long will you hide your face from us? How long must we sit in these half-empty pews during worship, lamenting on the bygone days when the sanctuary of St. Giles was filled to the brim? How long must we work against the grain of secularism, and against the scourge of faithlessness? How long, Lord, must we wait for your Holy Spirit, and wait more for your kingdom come, your will be done, on earth as it is in heaven? How long?

It is precisely in time like this the words of the Apostle Paul bring comfort to us, as he reminds us, “Be anxious for nothing, but in everything by prayer and supplication, with thanksgiving, let your requests be made known to God.” I understand the desire to jump three steps ahead, to see fruits of our labour right now, to fast tract this congregational renewal project. But in so doing, we might miss out on signs of wonder from God, of the Way of Christ being revealed, and of the Holy Spirit currently at work in us, through us. We might miss out on things to give thanks.

As I reflect on the congregational life of St. Giles during this past year, there are much that I am happy to give thanks. I thank God for the Alpha Course we put together in first half of 2024, for a number of people stepping up to make that ministry possible—Dorthy, Kate, Mary, Isaac, Rob, and Stan.

I thank God for our Sunday School teachers and helpers—Daisy, Mary and Nick—for their dedication in preparing the course materials, and their lovingkindness towards the children.

I thank God for the Session elders, my closest coworkers in Christ, who together with me discern the will of God for the congregation in the here now.

I thank God for the Presbyterian Women—Kaye, Jean, Laura, Nancy and Jane—who continue to be the backbone of St. Giles' ministry of hospitality, and continue to orient the congregation to be missional in our outreach to the community.

I thank God for Heather and Katie, and all those in the Choir. Though few in number, their hearts, their voices, their praises nevertheless touch us, and help us to lift our praises to God.

I thank God for newcomers and new members who have decided to join the congregation this past year. Their presence is a sure sign to us that our effort in sharing the love of Christ is not in vain.

I thank God for our cleaners—Nhu and Lee—who work tirelessly in the background, tidying up the mess we leave behind on a weekly basis. Though not part of our congregation, their Christian faith guides them and enables them to persevere in their service to the congregation and to the Lord.

I thank God for the leaders of the other two congregations worshipping at St. Giles—for Pastor Rudolph McEwen and Leslyn; Pastor Dan Chook Reed and Melody—who faithfully shepherd the flocks that God has entrusted to them.

Lastly, I thank God for the six Alcoholic Anonymous groups that meet at St. Giles regularly; their organizers are Pat Buchik, Chris Andrew, Richard Blue, Sean Cahill, Pam Cotnam and John Robertson. We don't often think about their work, but from what I have seen and have been told, these groups are having positive impact on the lives of over 200 people, on a weekly basis—changing lives, saving lives, in Christ like ways.

Therefore, sisters and brothers of St. Giles Presbyterian Church, let us not lose hope. Let us not fret, be anxious, complain or grumble, but rather, let us "give thanks in all circumstances, for this is the will of God in Christ Jesus for you" (1 Thessalonians 5:18)

And may the peace of God, which surpasses all understanding, guard your hearts and minds, now and always.

Your servant in Christ,



Rev. Paul Wu

Kirk Session

The year started off with Session's approval of a ten-week Alpha Course on Rev. Wu's initiative to commence in April, a first for St. Giles. The course was well attended and apart from an unfortunate but brief illness which precluded Rev. Wu's participation for one session, the discussions were compelling and very capably led. On behalf of Session, I would like to thank Stuart Gentle and Rob Brandon for taking the time to provide AV support; Kate and Dorothy Ferguson, Mary Wilson for providing the invariably excellent meals and Reverend Wu for his leadership in this outreach activity.

Prior to the June 9 Communion, Session passed a motion to re-establish the practice of directing loose offerings collected at Communion Services to the Benevolent Fund. The Benevolent Fund is a Session fund to be directed towards those in the community facing adverse circumstances disbursed at the minister's discretion.

Session also voted to create a Centennial Committee for our 100th anniversary to be convened by Kaye Tate. Not wishing to spoil the surprise I would add that Session has already lined up speakers to mark the occasion in 2025.

I can also report that this year St. Giles hosted the most successful Cameron Highlander's benefit concert for the Centretown Community Food Centre raising \$1775 in cash and several carloads of non perishable items for the centre. A sincere thanks to all those involved in this important outreach activity.

I am also pleased to report that Session received 5 new members this year.

For my part I can say it has been a pleasure to work with a very faithful, creative but discerning group ably led by our Minister/Moderator Rev. Paul Wu.

Respectfully yours,



Isaac Ives, Clerk of Session

Membership Statistics for 2024

December 31, 2023 – 55 December 31, 2024 – 57

In Memoriam

For they shall rest from their labours

William Brien, Roger White

Professing Members

Banda, Miriam	Evans, Jane	Llpyd, Mary	Steel, Judith
Banda, Samuel Jr	Ferguson, Catherine	Lussier, Nicholas	Stevenson, Ian
Banda, Tenor	Ferguson, Dorothy	Mawere, Darren	Stevenson, Margaret
Beaubien, Kate	Fletcher, Carole	McEwen, Meagan	Tate, Donald
Bihari, Nora	Fourney, Janice	McKellar, Beryl	Tate, Kaye
Birgirimvano, Bonaventure	Fraser, Jordan	McNally, Jean	Tate, Lorna
Brandon, Laura	Fraser, Patricia	Ndinda, Renée	Templeton, Scott
Brandon, Robert	Gentle, Stuart	Oliver, Shelley	Thomson, John
Brien, Beverley	Ives, Isaac	Pallen, Jaime	Wawanu-Ngui Zani, Pauline
Brien, Kimberley	Kalonga, Chrissie	Penney, William	White, William
Brien, Robert	Lee, Nancy	Pope, Andrew	Wilson, Jeffery
Campbell, Kathryn	Lewis, Abiodan	Pope, Jane	Wilson, Mary
Coyle, Nelson	Lewis, Jadesola	Quinn, Allan	Wilson, Virginia
Currie, Stanley	Lister, Kenneth	Raema, Hetty	Woolsey, Melba
Currie, Jean			

Changes during 2024

- Deleted:
Deaths – William Brien, Roger White
Transfer – Claudia Chowaniec
- Added:
Profession of Faith – Renée Ndinda, Hetty Raema, Judith Steel, Scott Templeton, Pauline Wawanu-Ngui Zani

Presbyterian Women

Although few in number, we managed to have a successful and productive year. Our meetings were held either by teleconference or in person. We provided food and work for the Easter breakfast, anniversary lunch, funeral reception for Roger White, annual meeting, reception after Remembrance Sunday, and the Cameron Highlanders concert. Our main community projects were The Great Glebe Garage Sale, and the Christmas Fayre.

Mission activities and donations are important to us, so we helped in several ways. We arranged for the Mission Tree to be set up during December, and on it, we collected warm clothing for the Ottawa Mission. We donated money to the St. Giles Memorial Fund, the Ottawa Mission, Ottawa Humane Society, St. Giles Benevolent Fund, and The Well. We continue to collect food for the Community Food Centre. One pie bake was held, where we made tourtières and apple pies.

Laura continues to monitor the kitchen, decorate the sanctuary at Christmas, and supervise the book nook and free table. Nancy sends greeting cards to shut ins and those who are ill or bereaved.

We thank all the other church family members who helped us along the way. We look forward to 2025, our 100th anniversary year, and are planning ways to make it special. All women who attend St. Giles are so very welcome to join us.

With God's help, we strive to serve our church and community.

Submitted by Kaye Tate

Officers President-Kaye Tate
 Secretary-Jane Evans
 Treasurer-Jean Currie
 Corresponding secretary- Nancy Lee
 Kitchen-Laura Brandon

Worship Committee

2024 was a year of stability which drew on much of what we had done well in 2023. Thus, the committee met less frequently than in 2023. Our minister, Paul Wu, our music director Heather Rice and our vocalist, Katie Gratton have continued to plan and deliver excellent worship services.

Livestream access to our worship services by Zoom and telephone has continued although most people now attend in person. Video recordings continue to be posted on YouTube.

The virtual Passing of the Peace acknowledges everyone who is joining the service in-person or by livestream. The minister greets each person by name. This acknowledgement of each person sends a message of welcome to newcomers. It also helps everyone to learn the names of the people present.

Rob Brandon continues as the head of our technical team. Stu Gentle has been a regular assistant. Nick Lussier was trained to be able to fill in for Rob when he is away. Since Rob has been away more this year, he trained Chrissie Kalonga as another back-up.

Holy Communion was celebrated six times in 2024. At the December service, we welcomed five new professing members to our congregation.

St. Giles repeated shared services with the Bytown Community Church. These included Ash Wednesday, Good Friday, and Taizé services.

Our choir remains small. Weekly choir practices continue at 5:30 pm on Thursdays. The choir sang several anthems during 2024. Despite the strong leadership of Katie, congregational singing tends to be weak because people are spread out and too far apart. At the Christmas Eve service, we had a Christmas carol singalong before the formal service began. This seemed to have a positive effect.

Paul has been monitoring church attendance. The shared summer services at St. Giles were well attended. Overall attendance was similar to 2023.

A pulpit exchange among the three downtown Presbyterian congregations, took place again on the last Sunday of the year, Jim Pot, the minister at Knox preached at St. Giles, Paul Wu preached at St. Andrews, and Karen Dimock, the minister at St. Andrews preached at Knox.

Paul's sermons continue to be excellent and often contain content that is new, even to regular churchgoers. Copies of the sermons are available and helpful to people with hearing difficulties.

His children's stories are also very good and often link to what the children will be learning in Sunday School. The attendance of the children has been very good. Two younger children have joined. The team of Daisy Tsai and Mary Lloyd have added Nick Lussier as an assistant to help them.

Committee members in 2024 at the beginning of the year were Paul Wu, Rob Brandon, Heather Rice, Stan Currie, and Rosemary Bann. However, the office workload increased significantly, and it was agreed that Rose would not need to attend meetings, but would be kept informed.

Respectfully submitted

Stan Currie, Convener

Choir and Music

2024 was a good musical year for St. Giles Church. We are blessed with a dedicated choir and vocalist, Katie Gratton. The choir is small but is a good size in relation to the in-person attendance of the congregation. Katie is a dedicated and enthusiastic vocalist. She leads the congregation in singing the hymns, sings descants and solos. We all rehearse on Thursdays at 5:30pm and warm up on Sundays at 10:00am for the 10:30am service. The choir members sit in the congregation to encourage people to sing. Katie leads the hymns from the lectern at the front of the church. The choir comes to the front of the church to sing anthems - unison, unison with descant, 2 parts and sometimes 3 parts. Coffee hours are enjoyed after the service and Katie has often led the singing of 'Happy Birthday'. We have also sung for special services - Good Friday, Blue Christmas and at the Christmas carol sing-along a half hour before our Christmas Eve service.

I meet weekly with Rev. Paul Wu to choose hymns for the Sunday service. We are happy to have Rev. Paul as a member of the choir!

Larry Kempffer has been a church musician and the Archivist of the RCCO Ottawa Centre for many years. He has played services at St. Giles Church. We celebrated his 90th birthday with members of St. Giles and the RCCO. Katie sang 'The Holy City'. Larry gave a heartfelt 'Thank you!' - he used to play this song for his mother. Hallowe'en fell on a Thursday. We were delighted to have Mary Poppins come to choir practice. She still has a lovely voice and loves to sing!

The organ and piano are in good shape, are tuned regularly. Sylvain Brisson, who has been the Organ Technician for the Ottawa area for many years, will retire in the late spring of 2025. He has had an apprentice working with him this year. Tate Pumphrey will take on the business when Sylvain retires. Tate has a BA in Music from Western University and is also a composer. We are in good hands! A huge 'THANKYOU!' is extended to Sylvain for his years of tireless, dedicated service.

We thank Rosemary Bann our Church Administrator for her generous and kind work and support.

As we continue into 2025, we are happy to have new choir members of all ages join us. Singing is a healthy, enjoyable activity and choir is where you can learn to sing. I am available for lessons in singing, piano and theory.

When you are in the congregation, please open your mouths and sing out. We like to hear you all singing!

Make a joyful noise to the Lord!

Respectfully submitted by Heather Rice (Music Director)

Mission Committee

Centretown Churches Social Action Committee (CCSAC) and Centretown Community Food Centre (CEFC)

In 2024, CCSAC continues to advocate for action on a wide variety of social justice and poverty-related issues on behalf of its 22 member churches in central Ottawa. Growing problems have been driven by inflation, a lack of new affordable housing and high rates of immigration that has increased the prevalence of vulnerable individuals and families. Since CCSAC established the first food centre in Ottawa in 1978, it has put most of its collective effort into helping to mitigate the growing problem of food insecurity. However, it has participated in the Centretown Neighbourhood Community Planning Table which brings together agencies providing services to the vulnerable population in the downtown core. And also served on the Ottawa Poverty Reduction Strategy Community providing advice to the City of Ottawa. Individual CCSAC churches remain active in running other programs, such as Out of Cold dinners.

One of the useful activities of CCSAC is providing information on various projects and activities that are of interest to its supporters. It has a website, a Facebook page and also produces a newsletter which had five issues in 2024.

From its launch in 1978, CCFC has experienced rising demand at its current location at 370 Catherine Street. In March 2024, it was decided to open on Thursdays. And it was at that time that I returned to

volunteering as part of the Thursday team. The shopping model now being used at the new location works well and involves less work by the volunteer, but the length of a shift is now 3 hours. The demand in 2024 was 46% higher than in 2023.

The Walkathon in 2024 raised \$53,500 for the CCFC in 2023. St. Giles donations were similar to 2023. Thanks to our St. Giles Walkers and others who supported them with donations.

St. Giles hosted the Camerons Concert again this year which resulted in \$1875 in donations and two carloads of non-perishable food which was gratefully received by the CCFC.

Food Centre manager, Diana Mahaffy, retired in November after 4 years. A farewell party was held for Diana to which CCSAC reps and CCFC volunteers were invited. She was replaced by Dennis Hansen. He attended the Camerons Concert at St. Giles and had an opportunity to say a few words.

Respectfully submitted by

Stan Currie, CCSAC representative and CCFC volunteer

**Christian Education Committee
Lay Bible Study Group**

We meet faithfully every Friday morning to read and study books of the Old and New Testaments, chapter by chapter. We have been studying together for 15 years and, in that time, have studied a significant part of the Bible. We have used the same format since we began. Our average number of participants is seven. Before the pandemic we met in person but, since March 2020, we have been meeting by teleconference.

In the first half of 2024 we studied the Book of Romans. Since we reconvened in the Fall we have been studying the Book of Proverbs. We continue to read, study, and discuss each Book completely and comparatively thoroughly.

Recently, we have shifted our hourly timeslot to the noon hour. We hope to attract new members who are working.

“For as the rain and snow come down from heaven and do not return there but water the earth, making it bring forth and sprout, giving seed to the sower and bread to the eater, so shall my word be that goes out from my mouth; it shall not return to me empty, but it shall accomplish that which I purpose, and shall succory succeed the thing for which I sent it.” Isaiah 55:10-11

We invite you to join us and experience the words of God active and at work in our study and in our lives.

Rev. Paul Wu and Don Tate

Children's Sunday School

Teachers: Mary Lloyd, Nicholas Lussier, Vivian Su, Daisy Tsai

Volunteers: Kaye Tate, Jordan Fraser, Rob Brandon, Justin Wu

Students: Keon, Lennix, Hanga, Aron, Annika, Nova, Cedra, Eden

Visiting friends: Ethan, Cece, Gwen

In January, through Old Testament lessons we learned about the way God called Samuel. "The Lord was with Samuel as he grew up". We had a lesson about Jonah and the big fish and tried to experience what Jonah struggled with while sitting in the belly of the whale!

In February, both Daisy and Mary spent time in the west caring for family members. Vivian and Kaye taught lessons in our absence. For one lesson, Daisy led on Zoom from Vancouver while Mary attended in person at St Giles.

In March, our lessons focused on the season of Easter.

In April, we continued with our lessons and spent more time with music. Our Sunday school kids helped a lot with their instruments and voices. Mary had opportunities to visit a couple of students in their homes for extra practice.

In May, Renée, Nova, Hetty, and Cédra came to St. Giles for the first time. Our older students welcomed the little ones and helped us care for them.

In June, to great acclaim, the students and their teachers presented two songs as a prelude to a service: "Lord, Listen to Your Children Praying" and "This Little Light of Mine".

During July and August, the teaching team evaluated the curriculum with respect to youth-level content in order to respond to the needs of our growing teens.

In September, we welcomed a full house of Sunday School students. We launched our "Whirl Lectionary" content. Under Daisy's leadership, Nick began to deliver sections of the curriculum while Mary continued to incorporate music.

In October, Mary was away in Cape Town and, in November, Daisy was in Vancouver. They were so grateful for Nick and Jordan's staffing support. We were proud of our students and their parents who were of great assistance at the Christmas Fayre on November 30th.

In December, we were happy to bring out our Advent wreath and to explore the lessons that helped us prepare our hearts to welcome Jesus' birth. Sunday School families took turns lighting the Advent candles at the start of each service. We took time to incorporate some new music in class time. As Nick requested a small teaching recess, we were thankful for Justin's help.

We thank God for continuing to gather children, helpers and teachers every Sunday even though attendance has been unpredictable. We thank congregation members for their prayers and for grandmothers and mothers for persevering in bringing their children to Jesus. We are small but He is All in all.

Respectfully submitted, Mary Lloyd and Daisy Tsai

Finance and Maintenance Committee

For 2024 Isaac Ives remained as Chair and also took meeting minutes. Rob Brandon was Treasurer. Members were Stuart Gentle, Jean Currie, Jean McNally and Nick Lussier. Minister Paul Wu also attended all meetings.

Office Activities

Rosemary Bann is the Church Administrator and faithfully carries out the many services required to keep St Giles functional from preparing the Sunday bulletin, keeping the church books and paying the church staff and suppliers. The old computer has been replaced and the big change this year has been to use a service company ADP to manage our payroll and taxes. Both Pat in the past and Rose in the present found it difficult to keep up with CRA's changing tax requirements for non-profits and the payroll workload meant that other activities were not being done. A financial analysis was presented to the Committee by the Treasurer that showed that the extra cost of using ADP's services in the longer term would be about \$100 per month. In the short-term ADP offered the first six months of the payroll service free. It should be noted that ADP does not require any long-term contract believing that their service offers value by preventing CRA late filing charges.

Contracts

The front steps were in poor shape at the beginning of the year. The cost of completely replacing the steps with concrete was high based on a \$15000 quote received. It was decided to proceed with a paving solution from the Ottawa Paving Group which cost \$3,736. It is important to note that the paved surface is affected by salt and so application of grit is being used on the front steps following snow removal.

In 2024 St Giles was required by the City of Ottawa to install a backflow preventer system on our city water supply. This installation, including engineering, cost \$6,845 and unfortunately will require regular inspections at an additional cost.

During the year it was discovered that our furnace supplier Clement Marchant had gone out of business. After some consideration we asked Francis Fuels, a long-established Ottawa company, to inspect our installation and offer us a service plan similar to the one we had with Clement Marchant. Following discussions, in order to put our existing heating and hot water supply systems into line with current codes, it was decided to remove one old boiler and replace the gas water heater with an electric one, which does not have the high standby costs of the gas water heater. The existing chimney could then be capped preventing heat loss.

Garden and Lawn

For 2024 it was decided to look after the garden along Bank Street and the north lawn using our own resources. Nick Lussier took on the responsibility of mowing the lawn and later in the year James Canton, who was our landscape contractor for several years, commented that the lawn's appearance looked great thanks to Nick's attention. Mary Lloyd, Rob Brandon and Nick looked after the garden beds.

Finances

St Giles was \$12,936 short of its budget target of \$90,500 for donations to the Operating account and \$18,774 short on its Total Income budget of \$123,320 for the year. On the expense side of the ledger expenses were \$9,058 higher than the budgeted amount of \$235,540. Details are available in the Report Tables. The 2024 operating deficit which is made up by a transfer from the Trustees was \$139,613.

(Submitted by Rob Brandon)

Rentals

For 2024 Rob Brandon took over responsibilities for rentals with Rosemary Bann taking rental enquires in the office and Jean Currie providing advice from her extensive experience as a Rental Co-ordinator. The rental experience for 2024 is mixed with the AA groups expanding in numbers but our other rentals declining.

The revenue from the AA groups is collected on a free will basis and for 2024 the amount collected has been above budget. The AA groups are a significant contributor to the waste bags and recycling boxes that St Giles puts out on the Curb for which the City is now charging. The leaders of these groups now recognize that this waste collection is a cost for the Church and so they have indicated that they will try and step up their giving's to contribute to this new cost.

The New Covenant Church and the Bytown Community Church continue to use the Sanctuary space on Sundays. Bytown also uses the hall and will worship in the hall during the summer months so their rental contribution will increase.

The rental area, which showed much less take-up, is the other one-time rentals which used to include music and theatre groups. In the past it would appear that the St Giles rental fees were much less than other spaces but in the last two years our rental rates have been moved to being very similar to what other churches are charging. We have been asked to be considered as a poll station for the upcoming provincial election and likely the federal election also so hopefully we will be able to make the 2025 target budget for other rentals of \$2000.

St Giles is still a significant community centre for groups that would find it difficult to find the spaces that we have to offer. This community service is important for the Glebe and needs to be continued and expanded if possible.

submitted by Rob Brandon

Archival Committee

The first comprehensive effort to preserve St. Giles records took place 30 years ago. In 1993 and 1994, a committee under the leadership of Ken Lister undertook an extensive effort to address the significant volume of accumulated St. Giles historic material. The committee focused on the inventory stored, in a helter-skelter manner, in Room No.1 and under- the- stairs in Logan-Vencta Hall.

The St. Giles committee had several meetings and spent many hours poring over the records. They ended up dividing our holdings into two categories: what should be disposed of; and what should be sent to Ottawa Archives.

Ottawa Archives catalogued the St. Giles holdings by subject and time period using their normal procedures.

St. Giles members paid little attention to their archival material until 2022. The upcoming centennial gave a renewed incentive to consider what we had at the church and to become re-acquainted with the Ottawa Archives holdings.

In 2022, our current Archival Committee undertook a comprehensive listing of the holdings in our building. The records were extensive and interesting. Much had accumulated since 1994. Moreover, the current St. Giles inventory included records going back to the beginning of our congregation. We even found Presbytery records that preceded St. Giles. The volume of records at the church is about twice that sent to Ottawa Archives (OA) in 1994.

In 2023, our goal was to organize and catalogue the church records using current procedures. We engaged Kari Valmestad, a post-graduate Public History student. Our committee was most pleased with the results. Kari created a catalogue that is straightforward to use and to extend and update.

In 2024, we met with OA staff to discuss integrating the recently completed St. Giles catalogued material with the 1994 inventory at OA. Their staff were most cooperative. They loaned back their 15 boxes to the church. They have agreed that all records be organized using the St. Giles catalogue.

In 2024 we also organized our holdings of pictures. We reviewed the approximate 1000 pictures we had and chose about 350. We went through in detail and identified each person. Again, we hired a student to scan the photos to an accessible file.

Our Immediate goal is to hire a student to integrate the OA and St. Giles 40 boxes of information.

Committee Members: Rev. Paul Wu, Isaac Ives, Kate Ferguson, Don Tate

Cameron Highlanders of Ottawa (Duke of Edinburgh's Own)

In 2024, the Cameron Highlanders continued their long-standing association with St. Giles. They consider St. Giles to be their regimental church. Don Tate normally represents the congregation at the monthly Regimental Association meetings, maintaining the ongoing link with the regiment.

We were pleased to have the Camerons participate in our annual Remembrance Service. Our scripture readers were Lt. Darell Hill and James Seguin, President of the Regimental Association. Bugler Sgt. Peter Limeburner and piper Sgt. Brennan Pinkerton-Kock participated in the Act of Remembrance.

The highlight of the 2024 Camerons' participation with St. Giles was the Christmas Concert. On December 6, we had our second concert since the Covid pandemic. Pipe Major Sgt. Brennan Pinkerton-Kock, and Drum Major Sgt. Peter Limeburner, of the Pipes and Drums, were responsible for organizing an excellent evening. The Pipe Band was joined this year by: The Vocestra Chorus, and a Jazz Combo from the Governor General's Foot Guards. Together they provided outstanding entertainment. The event was a benefit concert for the Centretown Community Food Centre. The audience was generous, supplying a good quantity of non-perishable food as well as significant cash donations.

As is our custom, St. Giles sends care packages to each deployed Cameron soldier. The soldiers enjoy, particularly, receiving home baked goods from the St. Giles congregation.

Refugee Sponsorship

In 2022, members of St. Giles undertook the Community Sponsorship of the Family of Bonaventure Bigirimvano: Gadi, Celine and their five children. Bonaventure has been pursuing this goal steadily and has raised the necessary funds – approximately \$55000 has been deposited into the refugee account held in trust. Our Minister, Rev. Wu has been assisting by communicating with the appropriate authorities. However, due to a possible administrative error, Immigration denied the claim in 2024. Bonaventure will make another claim in 2025. As ever, we pray for the family's safe passage to Canada.

Submitted by Isaac Ives

Finances

Balance Sheet to be provided

2024 Income with Proposed 2025 Budget

Income	2024 Actual	2024 Budget	2025 Budget
Donations			
Donations to Sustentation	72,273.76	83,000.00	83,000.00
Special Sundays	5,290	7,500.00	7,500.00
Total Donations	77,563.78	90,500.00	90,500.00
Other Income			
HST Refund	2,017.69	1,500.00	1,500.00
Interest from Trustees	0.0	2,000.00	10,000.00
St Giles Women's Association	3,000.00	3,000.00	3,000.00
Misc. Income -Other	520.66		
Total Other Income	5,538.35	6,500.00	14,500.00
Rental Income			
AA	6,520	6,300.00	6,300.00
Bytown Community Church	7,260	7,020.00	8,000.00
Church Bookings	330.00	4,000.00	2,000.00
GNAG	100.00	00.00	00.00
New Covenant Apostolic Church	4,500.00	6,000.00	5,000.00
Total Rental Income	18,610.00	23,320.00	21,300.00
Sales and Events			
Concerts	0.00	0.00	0.00
Great Glebe Garage Sale	2,833.55	3,000.00	2,800.00
Harvest Home Supper	0.00	0.00	0.00
Total Sales and Events	2833.55	3,000.00	2,800.00
Transfers Received			
Trustees	\$151,000	0.00	0.00
Total Transfers and Other Income	\$151,000	0.00	0.00
TOTAL INCOME	\$104,545.68	123,320.00	129,100.00
Total Income with Transfers	\$255,545.68		

2024 Expenses with Proposed 2025 Budget

Expenses	2024 Actual	2024 Budget	2025 Budget
Administration			
Advertising and Promotion	21.13	300.00	5,000.00
Bank Charges	546.33	570.00	570.00
Christian Education	1,845.35	1,350.00	2,000.00
Conferences and Meetings	0.0	100.00	100.00
Insurance	9,026.72	8000.00	8,000.00
Ministry Expenses	571.61	500.00	500.00
Music	354.00	1,000.00	1,000.00
Net Sales Tax	3,773.43	2,000.00	2,000.00
Office	5192.54	4,400.00	4,000.00
Organ and Piano Maintenance	812.50	800.00	800.00
Presbytery Dues	6,738.00	6,738.00	7,939.00
Total Administration	28,881.61	25,758.00	31,909.00
Building			
Gas	3484.17	7,000.00	6,000.00
Hydro	1871.60	2,000.00	2,000.00
Janitor	15,661.00	14,600.00	14,600.00
Maintenance Supplies/tools	1,256.19	1,500.00	1,000.00
Repairs, Upkeep and Garden	14,109.28	3,800.00	4,000.00
Telephone, Telus, Accutel and Zoom	2,022.14	1,900.00	2000.00
Water and Sewer	1,240.10	1,000.00	1,200.00
Total Building	39,644.48	31,800.00	30,800.00
Payroll			
Church Administrator	24,649.49	26,754.00	27,476.36
Employer Payroll Taxes	9,048.78	8,700.00	8,934.90
Health and Dental	5,164.00	5,577.00	6,134.40
Minister	104,022.52	104,025.87	106,834.57
Music Director	18,998.97	19,000.00	19,513.00
Musicians	4,204.03	4,000.00	4,000.00
PCC Pension	8525.64	8,525.64	11,265.60
Police Records Check	0.00	0.00	200.00
Pulpit Supply	500	800.00	1000.00
Workplace Safety & Ins Board	519.65	600.00	400.00
Total Payroll	175,633.08	177,982.63	185,758.83
TOTAL EXPENSES	\$244,159.17	\$235,540.63	\$248,467.83
Net Operating Income	-\$139,613.49	-\$112,220.63	-\$119,367.83

Donations to Transfer Accounts ~ January 1 through December 31, 2024

	Received - 2024	Paid - 2024	Owed
Internal Transfers			
St Giles Benevolent Fund	4,422.55	3899.00	523.55
St Giles Capital Fund	80.00	945	80
St Giles Choir	0.00	0.00	0.00
St Giles Memorial Fund	0.00	0.00	0.00
St Giles Social Fund	0.00	0.00	0.00
St Giles Transition Fund	0.00	0.00	0.00
St Giles Women's Association	150.00	0.00	0.0
Internal Transfers-Other	0.0	2500.0	0.0
	4652.55	6399	523.55
Missions PCC			
Presbyterians Sharing	4829	12,948.00	0.0
PWS&D Malawi	0.00	0.0	0.00
PWS&D Ukraine	0.00	0.00	0.00
PWS&D Other	2,355	2140	215
	7,164	15,088	215
Missions Other			
CCCSAC	0.0	1000 ¹	0.00
Centretown Community Food Centre	2,343.75	1993.75	350
Gracefield Christian Camp	0.0	1000 ²	0.00
Presbyterian College	1500	5000 ³	5,000
Refugee Sponsorship	0.00	0.00	0.00
The Ottawa Mission	0.0	210	0.00
	3823.75	9203.75	5,350
Women's Missionary Society	0.0	500	50.00
TOTAL MISSIONS	15,640.3	31,190.75	6,088.55
Missions	Received 2024	Budget 2024	Budget 2025
Presbyterians Sharing	\$7,720	\$10,657.00	\$12,000 TBD

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1. Cheque issued by the Trustee
 2. Cheque issued by the Trustee
 3. Cheque issued by the Trustee for 2023 owing

Current Account Cash Flow Statement

Beginning Balance — January 1, 2024	48490.13
Payments	
January	-30,124.65
February	-17,225.26
March	-25,557.39
April	-25,464.72
May	-19,382.60
June	-22,666.74
July	-20,645.32
August	-12,076.74
September	-34,685.41
October	-18,123.54
November	-36,773.85
December	-21,363.90
	<u>-284,090.12</u>
Income	
January	55,908.51
February	\$4,953.50
March	\$17,957.01
April	\$40,101.20
May	\$12,175.30
June	\$29,888.43
July	\$28,793.75
August	\$3,306.50
September	\$4,950.90
October	\$11,955.05
November	\$51,008.75
December	\$8,876.95
	<u>269,875.85</u>
Closing Balance — December 31, 2024	-14,214.27
Uncleared Transactions for 2024	
Cheques	-19,009.56
deposits	5,610.35
Balance when everything clears	-13,399.21
*** Note PrePaid January Payroll	10,120.69

Audit Report

Summary

- The audit was carried out between Jan 31st 2025 and Feb 3rd 2025
- All 21 items in the checklist were reviewed
- No issues were found
- 2 actions were identified
- The combination of ...
 - a) Use of computer technology (e.g. QuickBooks & ADP)
 - b) Well-organized physical files
 - c) Long-standing processes (including Quickbooks backups)
- ... indicates that good financial controls are in place
- One key change was made in 2024 ...
 - 1) Transition from manual processing to ADP (industry-accepted payroll provider) for employee payments: the cost of \$100/month vs the existing required Quickbook payments module provides peace of mind (e.g. Rose is away) and helps streamline interactions with CRA
- Changes planned for 2025 ...
 - I. 2025 = Quickbooks online (vs local) with Rewind for daily backups
 - II. Transition from old to new computer when the 2024 books are closed
 - III. Trustees informing the office when donations are made from the Trustees account

Submitted by Jeff Wilson on Feb 25th 2024

Board of Trustees Report 2024

Acknowledgment: In 2024, the Trustees acknowledge, with thanks, Bequests from the estates of:

- George and Margaret Armstrong
- Pauline Brown

Current Account:

- Refer to Table No. 1 for Trustees' 2024 Current Account Transactions

Endowments:

- Table No. 2 lists the Trustees' Endowment Investments
- The total value is \$ 114,000
- Interest of over \$ 10,000 will be transferred to Operating

Account in 2025

Investment in PCC Consolidated Fund:

- Refer to Table No. 3 for details
- St. Giles invested \$ 1,500,000 in 2018
- Appreciation to end 2024 approximately \$ 900,000
- Market value at end 2024 \$ 1,777,000
- Appreciation in 2024, \$ 277,000

Trustees Current Account Table No.1

Bank Balance-January 1, 2024	51,800.12
Less: Early Transfer- Payment from PCC	(42,000.00)
Plus: Early Transfer to Operating Account	2,500.00
<u>Opening Balance</u>	\$ 12,300.12

Income:

Interest	.282
Bequests	71,321.70
Capital Account Closure	8,431.39
PCC Consolidated Fund	69,000.00
Scotiabank Investments	<u>1,988.32</u>
<u>Total Income</u>	\$ 150,744.23

Expenditures:

Bank Charges	62.75
CCFC	1,000.00
Investments	40,000.00
Gracefield	1,000.00
Transfers to Operating Account	109,000.00
Presbyterian College	5,000.00
<u>Total Expenditures</u>	\$156,062.75

<u>Closing Bank Balance</u>	\$ 6,981.60
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Trustees Endowment Accounts
Table No.2

1. <u>Ethel Boyd Endowment</u>	\$71,000.00
Valuation at Maturity (December 27, 2025) (4.8%)	79,866.24
2. <u>George and Margaret Armstrong Endowment</u>	\$35,000.00
Valuation at Maturity (March 24, 2025) (5.2%)	36,049.65
3. <u>Pauline Brown Endowment:</u>	\$5,000.00
4. MacTavish Fund	\$3,400.00
Valuation at Maturity (December30, 2025) (4.8%)	3,848.53
5 Short Term Redeemable GIC	500.00
<u>Total Investments (Excluding Accrued Interest)</u>	<u>\$114,900</u>

Trustee Accounts
Table No.3

St. Giles Investment in PCC Consolidated Fund
History and Position, December 31, 2024

Date	Investment Valuation at Market
December 31, 2024	\$ 1,777,565.23
Plus: Transfer to Transition Account	260,000.00
Plus: Transfer to Operating Account	361,000.00
Less: Original Investment 2018	\$ (1,500,000.00)
Equals: Appreciation (Realized and Unrealized)	<u>\$898,565.23</u>

History- Investment in PCC Consolidated Fund

1. Initial Investments:	
• April 2018	\$1,000,000.00
• June 2018	<u>5000,000.00</u>
Total	1,500,000.00
2. Valuation: December 31, 2018	\$1,493,069.41
3. Valuation: December 31, 2019	\$1,750,240.41
4. Valuation: December 31, 2020	\$1,917,848.68 (After\$ 100,000 Transfer to Transition Account)
5, Valuation: December 31, 2021	\$1,961,922.60 (After Additional\$160,000 Transfer to Transition Account)
6. Valuation: December 31, 2022	\$ 1,607,357.11 (After Withdrawal of\$ 75.000)
7. Valuation: December 31,2023	\$1,569,119.29 (After Withdrawal \$217,000.00)
8. Valuation: December 31,2023	\$1,777,565.23 (After Withdrawal of\$ 69,000)

Appreciation {2024} = \$ 1,777,565.23 - \$ 1,569,119.29 + \$ 69,000 = **\$277,445.94**

Memorial for Dr. Pauline Brown, D.D.

After a long and rich life of 97 plus years, a faithful ministry as a missionary nurse, and surrounded by her loving family, co-workers and caregivers in Jobat, India, with whom she spent 72 years, Pauline Brown was peacefully laid to rest on April 1, 2023, the day of her passing.

As a young girl Pauline dreamed of working in India. Following wartime service in the navy from 1943 to 1946, she graduated from the Ottawa Civic Hospital in 1950 as a Registered Nurse earning a diploma in Public Health and a B.Sc. in nursing; she also earned a Master of Health Care Practice from McMaster University, Hamilton, Ontario.

While serving as a nurse in the navy in the 1950s, Pauline met a former missionary to India, which intensified her sense of calling to work overseas.

The Women's Missionary Society (W.M.S.) appointed 25-year-old Pauline to a four-month posting in India. The four months became 55 years, working alongside the Bhil Tribal people under what is now called the Church of North India.

She served as Director of Jobat Christian Hospital and as a teacher at the Graduate School for Nurses in Indore, and as a board member of Christian Medical College Ludhiana and Vellore and life member of Trained Nurses Association of India (TNAI) and (CMAI). She lived her faith in her nursing and in nursing education.

Pauline lived by grace. She understood that God's graciousness filled her every waking moment. She was a natural preacher who lived out her faith in word and deed, never missing an opportunity to proclaim God's grace. Pauline cannot be described with mere words. She was a force of nature – always a blessing, always encouraging, always participating in the transformative activity of God. To receive her blessing was to know beyond the shadow of a doubt that you were loved. Pauline retired in Jobat and chose to live there after retirement.

She was a beloved and respected elder and wise community leader. In 2001 she received the Order of Canada for her dedicated service. Knox College recognized her ministry with the degree Doctor of Divinity (honoris causa).

She was predeceased by her parents Matilda (Rivoire) and George Brown, brother Claude (2011), Theophile (Phil) (1988) and nephew Dennis Brown (2012), Mourning her loss are Barrie Brown (Alan), Wayne Brown (Marilyn), Anne (Brown) Orr (Evan), Barbara Brown (late Dennis) of Colorado. USA, and Leslie Abraham (Jeff) of Richmond, Ontario.

Both a funeral and a memorial service were held in Jobat India at Zion Church, Church of North India.

A memorial service was held at St. Giles Church, Ottawa, Ontario on June 10, 2023, conducted by the minister, Paul Wu, with remembrances shared by M. Wilma Welsh, clerk of session, Knox Church, Guelph and moderator of the 132nd General Assembly, Andrew J. R. Johnson, retired minister in the Presbytery of Ottawa, and Stan Currie, elder of St. Giles Church, Ottawa.

The Presbytery of Ottawa records its thanksgiving to God for her life and service.

“And the king will answer them, ‘Truly I tell you, just as you did it to one of the least of these who are members of my family, you did it to me.’”

(Matthew 25: 40, NRSV)

Kirk Session Funds 2024

The position of the Session Funds in 2024 are as follows:

Benevolent Fund

Opening Balance January 1, 2024	1,433.41
Deposits	\$2,500.00
Interest	
Bank Fees	-24.50
Expenses	
Closing Balance December 31, 2024	\$3,908.91

Memorial Fund

Opening Balance January 1, 2024	215.96
Deposits	5000.00
Bank Fees	-19.24
Expenses (Archival Student)	-410.00
Withdrawals /disbursements	
Closing Balance December 31, 2024	\$4,786.00

Social Fund*

Opening Balance January 1, 2024	\$409.74
Deposits	None
Bank Fees	None
Closing Balance December 31, 2024	\$409.74

* The bank only sends a statement on the Social Fund when there is activity in the account.

Respectfully Submitted by Isaac Ives

Presbyterian Women's Association - Financial Report for 2024

Opening Balance	January 1st 2024		\$ 2,301.94
Income	Late 2023 bake sale	\$380.00	
	Book Nook	\$146.00	
	Mission	\$300.00	
	Pauline Brown Fund	\$130.00	
	Other Donation	\$140.00	
	Xmas Fayre	<u>\$2636.16</u>	
	Total Income	\$3,732.16	
Disbursements	St. Giles Church	\$3,000.00	
	Pauline Brown Fund	\$500.00	
	Belong Ottawa	\$100.00	
	Bank Fees	<u>\$47.40</u>	
Total Disbursements	\$3,647.40		
Closing Balance	December 31st 2024		\$ 2386.70

Jean Currie, Treasurer, Presbyterian Women's Association