



NEC TAMEN CONSUMEBATUR

**L'EGLISE PRESBYTERIENNE AU CANADA**  
Le Synod du Québec et de l'Est de l'Ontario

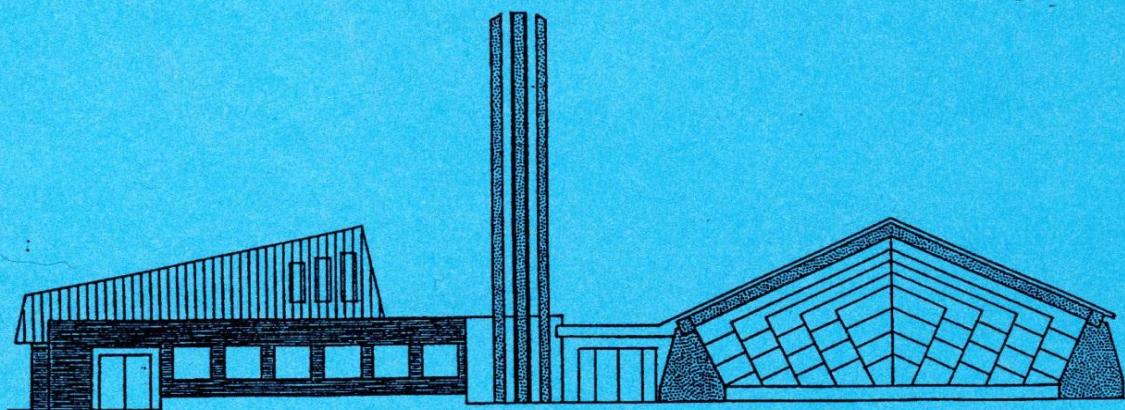
**THE PRESBYTERIAN CHURCH IN CANADA**  
The Synod of Quebec and Eastern Ontario

# **SYNOD "2000"**

**OCTOBER 20/21, 2000**

## **126<sup>TH</sup> ANNUAL MEETING**

*AT*



**ST. PAUL'S PRESBYTERIAN CHURCH**

971 Woodroffe Ave., Ottawa, ON K2A 3G9



Index of Sederunts

M100 - 116 Minutes of the 126th Synod Meeting - October 20/21, 2000

SYNOD REPORTS

S100 Corrections to minutes of the 125th Synod meeting

S101 - 104 Regional Staffing Committee

S105 Congregational Life Committee

S106 Women's Missionary Society

S107 - 108 Mission and Outreach Committee

S109 Robert Fund

S110R - 111R Synod Special Review Committee

S112 - 113 Amendments to Standing Orders

S114 - 115 Committee on Business

S115 Synod Webpage

S116 Nominating Committee

GRACEFIELD REPORTS

G100 - 101 Gracefield Operating Committee

G102 - 107 Audited Statement 1999

G108 - 111 Statement to September 30, 2000

G112 - 113 Breakdown of Camper Costs

G114 - 116 GOC Finance Committee - Budget 2001

G117 - 118 Special Committee Report - Ottawa Presbytery Management

FINANCE REPORTS

F100 Committee Report

F101 - 106 Synod Audited Statement 1999

F107 - 109 Statement to September 30, 2000

F110R - 110R1 Proposal re White Pine Mortgage / Synod Reserve and update  
Blank Page

F111R - 112R Proposed Budget 2001 as presented to Synod

F111R1 - 112R1 Approved Budget (updated October 24, 2000)

OTHER

0100 Tabulation of Evaluation Sheets

0101 Comments from Evaluation Sheets

# INDEX

## FIRST SEDERUNT ..... 1 to 6

Roll of Synod .....	1
Attendance .....	1
Approval of the Agenda .....	3
Election of Moderator .....	3
Minutes of the 125 <sup>th</sup> Synod .....	4
Committee on Business (S 114, S 115) .....	4
Notices of Motion .....	4
Finance Committee Report (F 100 to F 112) .....	4, 14
Synodical Women's Missionary Society (S 106) .....	5
Regional Staffing Committee (S 101 to S 104) .....	5, 13
Nominating Committee (S 116) .....	6
Missions Committee and Robert Fund Committee (S 107 to S 109) .....	6, 12, 13
Congregational Life Committee (S 105) .....	6, 14
Special Review Committee (S 110, S 111) .....	6, 7

## SECOND SEDERUNT ..... 7 to 10

Special Review Committee .....	7
Report of the Special Committee re: G.C.C.C. (G 117, G 118) .....	9, 11
Gracefield Operating Committee (G 100 to G 116) .....	9, 12
Committee on Roll and Leave to Withdraw .....	10, 11

## THIRD SEDERUNT ..... 10 to 12

Committee to Examine Presbytery and Synod Council Minutes .....	10
Committee on Roll and Leave to Withdraw .....	11
Report of the Special Committee re: G.C.C.C. .....	11
Missions Committee and Robert Fund Committee .....	12, 13
Gracefield Operating Committee .....	12

## FOURTH SEDERUNT ..... 13 to 16

Synod Web Site .....	13
Report of the Missions Committee and Robert Fund Committee .....	13
Robert Fund Committee .....	13
Regional Staffing .....	13
Congregational Life Committee .....	14
Finance Committee .....	14
Committee on Courtesies .....	15
Place of the next Synod meeting .....	16

**The Minutes and Reports of the 126<sup>th</sup> meeting of the Synod of Quebec and  
Eastern Ontario  
of the Presbyterian Church in Canada**

Meeting at St. Paul's Presbyterian Church, Ottawa  
on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

On Friday, twentieth day of October 2000, at 2 p.m. the Synod of Quebec and Eastern Ontario met within St. Paul's Church, Ottawa.

Opening worship, which included an act of remembrance for those ministers and elders of the synod who had died during the previous year and also the celebration of the Sacrament of Holy Communion was conducted by the Moderator of the 125<sup>th</sup> Synod, the Rev. Tony Boonstra.

**Constitution:**

During our time of worship the Moderator constituted the 126<sup>th</sup> Synod with prayer.

After worship there was a short break.

**Roll of Synod:**

It was moved by R. Martin/Ruth Syme that the Roll of the Presbyteries within the bounds of the Synod be the Roll of Synod.

**Attendance:**

**Presbytery of Ottawa**

The Rev. Tony Boonstra  
The Rev. Mariano Di Gangi  
The Rev. John Fair  
The Rev. Daniel Forget  
The Rev. Wally Hong  
The Rev. Andrew Johnston  
The Rev. Duncan Kennedy  
The Rev. William MacLellan  
The Rev. Floyd McPhee  
The Rev. Alex Mitchell  
The Rev. W. Nesbitt  
The Rev. Art Pattison  
The Rev. Cedric Pettigrew  
The Rev. Shaun Seaman  
The Rev. James Statham  
The Rev. Ian Victor  
The Rev. Cathy Victor  
The Rev. John Wilson  
Ministers

Debi Brown  
Eileen Brown  
Marlene duCharme  
Sandy Higgs-Nesbitt  
Dale MacGregor  
Don MacMillan  
H. McClemens  
David Milne  
Molly Olshefsky  
John Paul  
C. Jean Phillips  
Joan Sampson  
Doreen Saunders  
Gordon Walford  
Elders  
  
Dorothy Herbert  
O.D.M.

  
Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
 Meeting at St. Paul's Presbyterian Church, Ottawa  
 on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

*Attendance continued...*

**Presbytery of Quebec**

The Rev. Ross Davidson  
 Minister

**Presbytery of Montreal**

The Rev. Nader Awad  
 The Rev. Barry Mack  
 The Rev. David A. Stewart  
 The Rev. Dan Shute  
 The Rev. Marc-Henri Vidal  
 Ministers

Virginia Bell  
 F. Wisse  
 Robert Duncan (alternate elder, Lachute)  
 Elders

Moira Barclay-Fernie  
 Druse Bryan  
 Members of Synod Council

**Presbytery of Seaway-Glengarry**

The Rev. Carol Bain  
 The Rev. Malcolm Caldwell  
 The Rev. Geoffrey Howard  
 The Rev. Robert Martin  
 The Rev. Lloyd Smith  
 Ministers

Reg Evans  
 Shirley Folkard  
 Earl Fournay  
 Jim Gursby  
 Ann Langeabeer  
 Donna McIlveen  
 Elders

**Presbytery of Lanark-Renfrew**

The Rev. Larry Paul  
 The Rev. Brian Sharpe  
 The Rev. Ruth Syme  
 Ministers

Ralph Haliburton  
 Joan Hilliard  
 Charles Mavor  
 Sandy McCuan  
 Robert Sutherland  
 Bob Tourangeau  
 Elders

Also present were: Chuck Fraser (Parkdale Church, Ottawa); Myrna Van Beilen, Iroquois (member of W.M.S.); Phyllis Evans (St. John's, Cornwall); Betty Neelen (Knox Church, Ottawa); Claude Meslage (St. Paul's, Ottawa); Linda Park, student (attached to St. Paul's, Ottawa); the Rev. Dr. Tom Gemmell and the Rev. Colleen Smith, guest speakers.

---

 Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
 Meeting at St. Paul's Presbyterian Church, Ottawa  
 on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

*Attendance continued ....*

Regrets: Presbytery of Quebec - The Rev. Blake Walker, The Rev. Scott Emery; Presbytery of Ottawa - The Rev. Jack Archibald; Presbytery of Seaway-Glengarry - The Rev. Ian MacMillan, Mary Moorhead; The Presbytery of Lanark-Renfrew - The Rev. Milton Fraser, The Rev. Patricia van Gelder, The Rev. L. Hughes; The Presbytery of Montreal - Dan de Silva, The Rev. Glynis Williams, The Rev. Derek Macleod.

**Approval of the Agenda:**

MOTION: R. Martin/C. Pettigrew moved the adoption of the Agenda as circulated.

Recommendation for meeting as a "Committee of the Whole":

F. Wisse presented the following:

Whereas the administration and finances of Gracefield Camp have come to dominate the business of Synod;

Whereas the Gracefield Camp requires by far the greatest share of the Synod's financial support for programs, and for all appearances will continue to do so for the foreseeable future;

Whereas there is serious doubt among members of the court that this situation is justified;

Be it resolved that Synod meet this evening for thirty minutes as a "Committee of the Whole" to discuss whether the value of Christian ministry offered by Gracefield Camp is sufficiently high to deserve the commitment in time and money required from Synod, or whether Synod should take the necessary steps to reduce and set limits to its support for camping ministry.

MOTION: Ruth Syme/Reg Evans moved that consideration of this recommendation be deferred until after the Report of the Special Committee on Gracefield. AGREED.

The motion to approve the Agenda with the above deferral was AGREED.

**Election of Moderator:**

The Clerk reported that two nominations for Moderator had been received and one of them withdrawn.

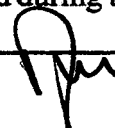
MOTION: It was moved by R. Martin/F. McPhee that the Rev. Dan Shute be Moderator of the 126<sup>th</sup> Synod of Quebec and Eastern Ontario.

MOTION: Ross Davidson/Cedric Pettigrew moved that nominations close. AGREED.

The motion that the Rev. Dan Shute be Moderator of the 126<sup>th</sup> Synod of Quebec and Eastern Ontario was carried and the Rev. Tony Boonstra installed the Rev. Dan Shute with prayer.

**Thanks:**

The Moderator thanked the Rev. Tony Boonstra for his work as Moderator of Synod during the past year.

 Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
 Meeting at St. Paul's Presbyterian Church, Ottawa  
 on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

**Minutes of the 125<sup>th</sup> Synod:**

The Minutes of the 125<sup>th</sup> Synod had been circulated and a list of corrections were distributed with the package of reports.

MOTION: R. Martin/Ross Davidson moved that the Minutes as amended and corrected be accepted. AGREED.

**Committee on Business:**

MOTION: R. Martin/Ross Davidson moved that the Report of the Committee on Business (page S 114 and S 115 of the Appendix) be received and considered. AGREED.

MOTION: Ian Victor/Andrew Johnston moved that the recommendations 1 to 11 be considered together. AGREED.

MOTION: R. Martin/Ross Davidson moved the adoption of recommendations 1 to 11. AGREED.

**Notices of Motion:**

- 1) The Rev. John Wilson, Convener of the Synod Special Committee on Gracefield gives Notice of Motion that "we, the Special Committee on Gracefield, intend to move, or cause to be moved, that the date of Synod meetings be changed to the Spring of the year, specifically for the next meeting of Synod to be set for the week ending May 5<sup>th</sup>, 2001".
- 2) The Rev. Ruth Syme, Convener of the Special Review Committee will move, or cause to be moved, "that Synod become a Commission Court composed of the holders of those positions now comprising the Synod Council plus representatives of the Presbyteries allocated on the same formula as is used for naming representatives to the General Assembly and that the Standing Orders of Synod be revised to reflect the findings of the Report of the Special Review Committee". (page S 110 of the Appendix)
- 3) Marlene duCharme gave notice of motion that she will move, or cause to be moved that "the Congregational Life Committee be dissolved".
- 4) From the Finance Committee: A member of the Finance Committee will move, or cause to be moved revisions and additions to the Synod's Standing Orders as detailed on pages S 112 and S 113 of the Appendix.

**Finance Committee Report:**

MOTION: C. Pettigrew/Joan Sampson moved that the Report of the Finance Committee be received and considered. AGREED.

The Report of the Finance Committee is contained on pages F 100 to F 112 of the Appendix.

 Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
**Meeting at St. Paul's Presbyterian Church, Ottawa**  
**on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000**

---

*Finance Committee Report continued...*

**MOTION:** Ruth Syme/Jim Gursby moved that the Financial Statements be received for information (pages F 101 to F 109). **AGREED.**

**MOTION:** Sandy McCuan/R. Martin moved that Synod appoint Jack Hoy to review the 2000 Statements.

**Amendment:** It was moved In Amendment "and that a full external audit of the Synod's finances be conducted" (Ian Victor/Alex Mitchell).

The amendment fell. The motion as presented was **AGREED.**

The Synod Council agreed at the May meeting: 1) to increase the travel rate to .20¢ a km plus .03¢ per passenger km, and, 2) to pay for the meals of committee members attending meetings.

**MOTION:** Bob Sutherland/John Fair moved that Synod ratify the Council's decision to increase travel rates and pay for meals for committee members. **AGREED.**

The time allotted for the first presentation of the Report having expired, the Moderator called for the Report of the Synodical W.M.S.

**Synodical Women's Missionary Society:**

**MOTION:** Druse Bryan/Joan Sampson moved that the Report of the Synodical Women's Missionary Society (page S 106) be received and considered. **AGREED.**

**MOTION:** The adoption of the Report was moved by Druse Bryan/Joan Sampson. **AGREED.**


**Regional Staffing Committee:**

**MOTION:** John Fair/Carol Bain moved that the Report of the Regional Staffing Committee found on pages S 101 to S 104 be received and considered. **AGREED.**

The five recommendations were moved by Carol Bain/Joan Hilliard and recommendations 1 to 4 (listed below) were **AGREED.**

- 1) That the Synod Council's actions to extend the interim contracts to March 31<sup>st</sup>, 2001 be ratified.
- 2) That the Committee's nomination of Scott Emery as Convener from January 2001 to December 2003 be approved.
- 3) That the job description for part-time regional staff position be approved.
- 4) That the mandate and terms of reference (S 102) of the Regional Staffing Committee be approved.

---

 Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
 Meeting at St. Paul's Presbyterian Church, Ottawa  
 on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

*Regional Staffing continued ....*

Recommendation number 5 "that the Regional Staffing Committee be given permission to fill two 75% positions, one in Quebec and one in Eastern Ontario, these positions to commence in April, 2001".

Barry Mack/John Wilson moved the amendment that "two 75% positions" be replaced by "two 50% positions".

The time allotted for the initial presentation of the Regional Staffing Committee expired at this point. The Moderator called for the Report of the Nominating Committee.

**Nominating Committee:**

MOTION: R. Martin/Ruth Syme moved that the Report of the Nominating Committee (page S 116) be received and considered as a work in progress. AGREED.

**Missions Committee and Robert Fund Committee:**

MOTION: Marc-Henri Vidal/Ian Victor moved that the Report (page S 107 to S 109 of the Appendix) be received and considered. AGREED.

In the absence of the Convener, Marc-Henri Vidal made the initial presentation.

On page S 108 the figures \$16,564 should be changed to read \$30,000 since the position has been increased to ¾ time from ½ time.

There was discussion on the \$10,000 requested for Gracefield Chair/Business Manager and also for the need for \$3,000 for a French translation of the Book of Common Worship.

MOTION: C. Pettigrew/J. Gursby moved that the Mission Committee Report be deferred until after the Gracefield Report and the Special Committee's Report on Gracefield is dealt with. AGREED.

**Congregational Life Committee:**

MOTION: Marlene duCharme/Dan Forget moved that the Report be received and considered (page S 105). AGREED.

Marlene duCharme presented the Report. In terms of the Notice of Motion further consideration of the Report was deferred to a future sederunt.

**Special Review Committee:**

MOTION: Ruth Syme/Dorothy Herbert moved that the Report of the Special Review Committee be received and considered (page S 110 and S 111). AGREED.

The initial presentation was made by Ruth Syme. It was agreed to return to this Report after the supper break.

  
 Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
**Meeting at St. Paul's Presbyterian Church, Ottawa**  
**on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000**

---

**Adjournment:**

**MOTION:** Alex Mitchell moved the adjournment of the first sederunt. **AGREED.**

The Moderator adjourned the First Sederunt with the Benediction and returned thanks for the food we were about to receive.

After supper there was a presentation by Peter Rombeek and Robyn Fitzpatrick on "Canada 2000".

---

Moderator

Clerk

## SECOND SEDERUNT

The Moderator constituted the Second Sederunt with prayer at 7:15 p.m.

**Special Review Committee:****Recommendations:**

*It should be noted that there is no recommendation #4 on the Report. Recommendations 5 and 6 should be re-numbered Recommendations 4 and 5.*

**Recommendation 1:**

**MOTION:** It was moved by Ruth Syme/F. Wisse that Synod become a commissioned court composed of the holders of those positions now comprising Synod Council plus representatives of the Presbyteries allocated on the same formula as is used for naming of representatives to General Assembly.

(The advice of the Principal Clerks was that a 75% vote in favour would be advisable to pass this motion.)

The motion was **AGREED** with 35 people voting in favour and 8 against. (81.4% in favour)

**Recommendation 2:**

**MOTION:** It was moved by Ruth Syme/F. Wisse that the function of Synod be reviewed in 2003 by the Presbyteries, and that the 2003 meeting of Synod be mandated to decide whether any further changes are needed. **AGREED.**

**Recommendation 3:**

**MOTION:** Ross Davidson/Nader Awad moved that each part of this recommendation be considered separately. **AGREED.**

---

 Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
Meeting at St. Paul's Presbyterian Church, Ottawa  
on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

*Special Review Committee continued ...*

**Recommendation 3a:**

**MOTION:** It was moved by Ruth Syme/F. Wisse that each of the Standing Committees be asked to review its mandate, to specify tasks and responsibilities, frequency of meetings and procedure for reporting to Synod Council and the Presbyteries. **AGREED.**

**Recommendation 3b:**

**MOTION:** It was moved by Ruth Syme/F. Wisse that the Synod Clerk or a committee under the guidance of the Clerk undertake the review of the standing orders of the Synod including the mandates of the committees in order to insure that they are clear, complete and free of duplication or omission. **AGREED.**

**Recommendation 3c:**

**MOTION:** It was moved by Ruth Syme/F. Wisse that the standing orders specify that all reports to the Synod Council be in the hands of the Clerk at least ten days prior to meetings of the Synod Council. **AGREED.**

**Recommendation 3d:**

**MOTION:** It was moved by Ruth Syme/F. Wisse that the Synod Council consider making Synod standing committees regional. **AGREED.**

**Recommendation 4:**

**MOTION:** It was moved by Ruth Syme/F. Wisse that the minutes of the Annual Meeting of Synod be distributed by the end of November.

An amendment that the words "by the end of November" be replaced by the words "within six weeks of the Synod meeting" was accepted by the mover and seconder, and the motion, as amended, was **AGREED.**

**Recommendation 5:**

**MOTION:** It was moved by Ruth Syme/F. Wisse that after each meeting of Synod Council a brief report be sent to each Presbytery by the Synod Clerk, when possible in time for the next meeting of Presbytery, but in no case later than three weeks following the meeting of Synod Council. **AGREED.**

**MOTION:** Ruth Syme/F. Wisse moved that the Report as a whole with its recommendations as amended be adopted. **AGREED.**

The Moderator thanked the Rev. Ruth Syme and her committee for all their work involved in preparing the Report.

---



Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
 Meeting at St. Paul's Presbyterian Church, Ottawa  
 on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

**Report of the Special Committee re: G.C.C.C.:**

(Pages G 117 to G 128)

**MOTION:** John Wilson/Sandy McCuan moved that the Report be received and considered.  
**AGREED.**

The Report of the Committee contains the mandate given by Synod and the background to the recommendations which are found on page G 118.

**MOTION:** Recommendation 1:  
 That Recommendations 1 to 10 and the concluding paragraph of Appendix 4 (found on pages G 127 and G 128) be adopted. (John Wilson/Sandy McCuan)  
 It is understood that these recommendations and the concluding paragraph are part of a package agreed between the Synod Special Committee and the Presbytery of Ottawa and as such could not be modified without being returned to the Presbytery for its response. After discussion, Recommendation 1 was **AGREED.**

**MOTION:** Recommendation 2:  
 That January 1<sup>st</sup>, 2001 be the official date of transfer of "General Management" authority to the Presbytery of Ottawa. (John Wilson/Sandy McCuan) **AGREED.**

Alex Mitchell asked that his dissent be recorded.

**MOTION:** Recommendation 3:  
 That the G.O.C. Director's contract be renewed for one year, contingent on the sustained operation of the Camp, and to allow for future involvement of the Presbytery of Ottawa. (John Wilson/Sandy McCuan) **AGREED.**

**MOTION:** Recommendation 4:  
 That the Synod change the date of Synod meetings to the Spring of the year, specifically, for the week ending May 5<sup>th</sup>, 2001. This new date to allow for the audited financial reports to be present when important issues (i.e. budget) are discussed regarding the Synod Camp. (John Wilson/Sandy McCuan) **AGREED.**

This motion is in terms of the notice of motion given in the first sederunt.

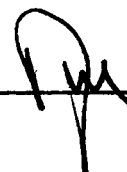
The time for this initial presentation of the Report of Special Committee re: G.C.C.C. having elapsed, it was agreed to resume consideration at a later time.

**Gracefield Operating Committee:**

**MOTION:** Dorothy Herbert/Doreen Saunders moved that the Report of the Gracefield Operating Committee be received and considered. **AGREED.**

The Report is found on pages G 100 to G 116.

---



Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
Meeting at St. Paul's Presbyterian Church, Ottawa  
on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

*Gracefield Operating Committee continued ...*

The Report was presented by Sandy Higgs-Nesbitt.

MOTION: On the motion of Dorothy Herbert/Doreen Saunders it was agreed to adopt the Report as a whole. AGREED.

**Committee on Roll and Leave to Withdraw:**

MOTION: Reg Evans/R. Martin moved that the Report be received and considered. AGREED.

Nader Awad, Shirley Folkard, Carol Bain had requested leave to withdraw after this sederunt. Jim Gursby had requested permission to be absent from the Court for some periods of time, Brian Sharpe, Earl Fourney and Ann Langebeer requested permission to leave at 12:00 noon on Saturday.

MOTION: Reg Evans/R. Martin moved that permission be granted. AGREED.

Announcements were made by the Clerk.

MOTION: Wally Hong moved that the sederunt be adjourned. AGREED.

The Moderator adjourned the Second Sederunt with prayer and the benediction.

---

Moderator

Clerk

### THIRD SEDERUNT

At 9:30 a.m. on Saturday, 21<sup>st</sup> day of October 2000, within St. Paul's Church, Ottawa, the Moderator conducted worship and constituted the third sederunt of the 126<sup>th</sup> Synod of Quebec and Eastern Ontario with prayer.

Announcements were made by the Clerk. Ross Davidson announced that stated supply is being sought for St. Andrew's Church in Quebec City.

**Committee to Examine Presbytery and Synod Council Minutes:**

Sandy McCuan reported that the Minutes of the Presbyteries and the Synod Council had been examined. In two cases notations had been made.

MOTION: Moved by Sandy McCuan/Reg Evans that they be attested as neatly and correctly kept. AGREED.

---

 Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
 Meeting at St. Paul's Presbyterian Church, Ottawa  
 on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

**Committee on Roll and Leave to Withdraw:**

Reg Evans reported that no further requests to withdraw had been received.

At this time the Moderator asked the Rev. Colleen Smith, Coordinator for Youth Program for the Presbyterian Church in Canada to address the Court. Colleen spoke of the challenge of working with children and identifying with them. We are reminded that they are part of the covenant community. She spoke of the success of "Canada 2000".

Youth Triennium will take place next year from the 24th-29th of July.

She was thanked by the Moderator.

The Rev. Tom Gemmell was to speak at this point. Tom had asked to address the court on the project "Call to Covenant: Strengthening Congregational/Presbytery Relationships". Unfortunately, he had a conflicting commitment and had to leave the court a few minutes earlier.

The information sheets he provided were circulated and Cedric Pettigrew gave background information.

This project is a joint endeavour of the Ministry and Church Vocations, Canada Ministries, and Evangelism and Worship Departments of the Life and Mission Agency working in consultation with the Clerks of Assembly. It will do its work over a three year period under the direction and coordination of the Rev. Dr. Tom Gemmell as project leader. It is funded through bequests assigned to the Life and Mission Agency.

**Report of the Special Committee re: G.C.C.C. continued**  
 Consideration of Recommendation No. 4 (page G 118) was continued.

**Amendment** The Amendment *"that the date of the 127<sup>th</sup> Synod of Quebec and Eastern Ontario be moved to a time in November on condition that a change in the financial year end of G.C.C.C. is also arranged with an audit for presentation to Synod"*. (Andrew Johnston/Daniel Forget)

The mover and seconder of Recommendation 4, agreed to accept this as a friendly amendment. This now becomes Recommendation No. 4.

Recommendation No. 4 duly moved and seconded was AGREED.

**MOTION:** Recommendation 5: That the Synod Special Committee on Gracefield be discharged (John Wilson/Sandy McCuan).

It was agreed to add the words "with special thanks to all members of the committee and especially to the Convener, the Rev. John Wilson". The motion, as amended, was AGREED.

---

  
Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
 Meeting at St. Paul's Presbyterian Church, Ottawa  
 on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

*Report of the Special Committee re: G.C.C.C. continued...*

MOTION: John Wilson/Sandy McCuan moved the adoption of the Report as a whole.  
 AGREED.

**Missions Committee and Robert Fund Committee continued:**

Larry Paul asked that the figure on page S 107 for Greenview Church be changed from \$2,700 to \$27,000 (this was a typing error).

**Recommendation No. 1:**

Larry Paul/Tony Boonstra moved that the schedule of grant requests for 2001 as contained on pages S 107 and S 108 be approved.

**MOTION TO DEFER:**

Ruth Syme/Ross Davidson moved that approval of this motion be deferred (especially the item \$10,000 for Gracefield Business Manager) until after a further discussion of Gracefield Financial Report. AGREED.

**Gracefield Operating Committee:**

MOTION: Ruth Syme/Ross Davidson moved that the Synod reconsider the Report on Gracefield Operating Committee (specifically the financial statement). AGREED. (Both Ruth Syme and Ross Davidson had voted in favour of the motion during the Second Sederunt to adopt the Report as a whole.)

MOTION: It was moved by Ian Victor/Daniel Forget that the Synod become a "Committee of the Whole". AGREED. (See the recommendation of F. Wisse made during the first sederunt.)

Dale MacGregor, G.O.C. Treasurer, Sandy Higgs-Nesbitt and Dorothy Herbert answered questions.

MOTION: It was moved by Ian Victor/Ruth Syme that we move out of the "Committee of the Whole" and report to the Synod that a fruitful discussion had taken place. AGREED.

MOTION: Ian Victor/Ruth Syme moved the adoption of the Gracefield Financial Report. AGREED.

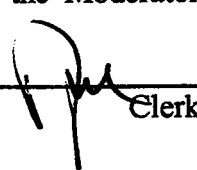
Announcements were made.

MOTION: R. Martin moved the adjournment of the Third Sederunt and the Moderator adjourned the meeting with prayer and gave thanks for the lunch.

---

Moderator

Clerk



---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
**Meeting at St. Paul's Presbyterian Church, Ottawa**  
**on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000**

---

### FOURTH SEDERUNT

The fourth sederunt was constituted with prayer by the Moderator.

**Synod Web Site:**

**MOTION:** Gordon Walford/Ross Davidson moved that the Report be received and considered. **AGREED.** The Report is found on page S 115. There are no recommendations.

**MOTION:** Gordon Walford/Ross Davidson moved that the Report be adopted. **AGREED.**

**Report of the Missions Committee and Robert Fund Committee continued:**  
**Page S 107 to S 109**

There was further discussion on the line "Gracefield...Business Manager...\$10,000".

**MOTION:** Larry Paul/Tony Boonstra moved that this line be removed from the Report. **AGREED.**

**MOTION:** Larry Paul/Tony Boonstra moved that the schedule of Synod Grant Requests for 2001, as amended and found on pages S 107 and S 108, be approved. **AGREED.**

**MOTION:** Larry Paul/Tony Boonstra moved that a grant of \$10,000 per annum for a three year period only, beginning on January 1<sup>st</sup>, 2001, be requested from Canada Ministries to make funds available for the Convenership of G.O.C. **AGREED.**

**Robert Fund Committee:**

**MOTION:** Larry Paul/Marc-Henri Vidal moved that the Report of the Robert Fund found on page S 109 be received and considered. **AGREED.**

**Recommendation 1:**

**MOTION:** Larry Paul/Ross Davidson moved the adoption of Recommendation 1 (with the corrected spelling of Camp d'action biblique). **AGREED.**

**MOTION:** Larry Paul/Ross Davidson moved the adoption of the Report as a whole. **AGREED.**

**Regional Staffing continued:**  
**page S 101 to S 104**

An amendment to Recommendation 5 was made by Barry Mack/John Wilson "that the Regional Staffing Committee be given permission to fill two 50% positions, one in Quebec and one in Eastern Ontario..."

---

  
 Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**

Meeting at St. Paul's Presbyterian Church, Ottawa  
on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

*Regional Staffing continued...*

Sandy McCuan/Jim Gursby moved an amendment to the amendment "that the regional monies available be used in proportion to the needs of the Synod including the special request for the contract person in the Ottawa Presbytery".

After discussion, Jim Gursby withdrew as seconder of the motion. John Wilson seconded the motion. The question being put the amendment to the amendment fell.

The amendment was also defeated.

MOTION: Sandy McCuan/Gordon Walford moved an amendment to the original recommendation "that the regional monies available be used in proportion to the needs of the Synod". AGREED.

The recommendation, as amended, was passed.

MOTION: Druse Bryan/Joan Sampson moved the adoption of the Report as a whole. AGREED.

**Congregational Life Committee continued:**

page S 105

MOTION: In terms of the Notice of Motion given in the first sederunt, Marlene duCharme/Joan Sampson moved that the Synod Congregational Life Committee be disbanded. AGREED.

**Recommendation 2**

MOTION: Andrew Mitchell/Joan Sampson moved that a new committee be formed (by Synod Council) to coordinate the work among children, youth and young adults within the bounds of Synod. AGREED.

MOTION: Marlene duCharme/Joan Sampson moved the adoption of the Report as a whole with its recommendations. AGREED.

**Finance Committee continued:**

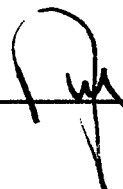
page F 100 to F 112

MOTION: R. Martin/Reg Evans moved that page F 110 be received for information.

Amendment: John Wilson/Ian Victor moved that the financial projection be received up to and including 2001. AGREED.

The motion as amended was AGREED.

---

  
Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**  
 Meeting at St. Paul's Presbyterian Church, Ottawa  
 on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

*Finance Committee continued ....*

MOTION: R. Martin/Ross Davidson moved that the budget figures contained on page F 111 be received and considered. AGREED.

MOTION: R. Martin/Ross Davidson moved that Synod approve these figures as the Synod's budget for 2001. AGREED.

MOTION: R. Martin/Ross Davidson moved the adoption of the Report as a whole and that those motions within the Report which were still outstanding be referred to the Synod Council.

**Committee on Courtesies:**

MOTION: Marc-Henri Vidal/Barry Mack moved that Synod approve the following record of thanks. AGREED.

On behalf of the members of the Court, Moira Barclay-Fernie thanked the Rev. Tom Gemmell for his presence at several sederunts of the meeting. Unfortunately, Dr. Gemmell had to leave before the time of his presentation on "Called to Covenant - Strengthening Congregation/Presbytery Relationships", a project of the Life and Missions Agency. In his absence the Rev. Cedric Pettigrew said a few words on the project.

Thanks were also conveyed to the Rev. Colleen Smith, member of the national CELEBRATE Committee whose presentation on youth ministry was given in a very encouraging and enthusiastic manner and to Mr. Peter Rombeek and Ms. Robyn Fitzpatrick who also gave very upbeat reports on their experiences with youth events this past year.

Ms. Barclay-Fernie then mentioned how Synod needs to thank those without whom Synod could just not work, to say nothing of working well!

To make this Synod meeting work well, there needed to be a group of people to do the planning and filling of Synod packets, to prepare and serve delicious meals and snacks and clear up after us over two days, then there needed to be registrars, pianists, organists, others who offered billets, preachers, elders to serve communion and, from a distance and on tape, the organist and choir of Westminster Presbyterian Church, Montreal. We thank them all for their graciousness as they performed their delegated tasks.

Synod, however, is a court which does business and no business can be done well without the effort and cooperation of many. For example, our new clerk, the Rev. Robert Martin, who certainly gets an A+ on this initiation into being Synod Clerk and our Moderator, Dr. Dan Shute, who has moderated us with firmness and humour. To Committee Conveners and members, Clerks of Presbyteries and all others who have given of their time and talent to serve this Court, we give thanks and appreciation for their energy and devotion to their tasks throughout this year.

---

 Clerk

---

**The 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario**

Meeting at St. Paul's Presbyterian Church, Ottawa  
on Friday and Saturday, 20<sup>th</sup> and 21<sup>st</sup> October, 2000

---

*Committee on Courtesies continued ...*

Last, but not least, our very special thanks must go to Mr. John Paul and all at St. Paul's Presbyterian Church, Ottawa for their first class planning of this 126<sup>th</sup> meeting of the Synod of Quebec and Eastern Ontario. John has informed some of us that he is now writing a book called "How to do Synod meetings for Dummies", so we can be confident that all commissioners will enjoy attending meetings in the years to come.

**Place of the next Synod meeting:**

On behalf of the Presbytery of Quebec, Ross Davidson invited the Synod to meet in the year 2001 in the facilities of St. Andrew's Church, Sherbrooke, conditional on the completion of their new building, or failing which, within the bounds of another presbytery .

**MOTION:** Geoff Howard moved the adjournment. **AGREED**

The Moderator dismissed the Synod with prayer and the Benediction to meet again in St. Andrew's Church, Sherbrooke, in the Province of Quebec or at another location and at a time determined by the Synod Council.

---

Moderator

  
Clerk

## Synod of Quebec and Eastern Ontario

### Corrections to the Minutes of the 125<sup>th</sup> Synod Meeting.

(Line numbers refer to each typed line but exclude the heading)

- Page 2, line 5.           C. Jean *Phillips*
- Page 3, line 7 + 8      special *guests* ..... and that *they* be extended
- Page 3, line 11 the Roll of *the* Presbyteries
- Page 3, Recommendation 9   no convener named (Cedric Pettigrew gave the report)
- Page 4, line 6           *sederunts*
- Page 4, line 18 have *indicated* that they are unable
- Page 4, line 23 omit *was thanked*
- Page 4, line 25 in prayer *for* the newly elected ...
- Page 5, line 2           when it was *twined* together
- page 5, line 27 thet Synod express *its* thanks ...
- Page 6, line 3           over the *years*
- Page 6, line 5           duly seconded, Synod express *its* thanks
- Page 7, line 5           and *they were discharged (with thanks?)* from ....
- Page 7, line 17 called *upon* Gordon ...
- Page 7, line 23 David *Milne* presented
- Page 8, line 3           financial implications *have been considered*.
- Page 8, line 24 that *at* a future
- Page 9                  Regrets should appear on page two.
- Page 9, line 13 *Bob Martin* belong to the Presbytery of Seaway-Glengarry
- Page 9, line 28 of the A.E.C. *be adopted*.
- Page 12, line 1 The notice of Motion was given on page 8. This is now the Motion
- Page 13, line 5 (124<sup>th</sup> Synod meeting, *p-A17, note 19*)
- Page 13, line 6 *co-ordinator*
- Page 13, line 20        this matter be *referred* to the Presbyteries.
- Page 13, line 23        that *the* Regional ...
- Page 14, line 1 50%
- Page 14, line 3 Committee *as amended* was approved.
- Page 14, line 6 what our needs *are* before .....
- Page 14, line 13        exercise will *make* resources ....
- Page 14, line 21        Add "see page 17"
- Page 15, line 2 emphasizing W.M.S. (omit "on")
- Page 15, line 13        *Bob Turbyne*
- Page 17, line 6 revised *Synod* grant requests ..
- Page 17, line 29        *Presbyteries* of .....
- Page 18, line 17        and *celebrated globe-sailing Scottish expatriate*, Angus Sutherland.
- Page 18, line 25        *Bert de Bruijn*

The reports of the Missions Committee and the Robert Fund are missing from the Appendix.

The Report of Reciepts and Disbursments for the year 1998 are not in the Appendix.

***Please report any other errors or omissions to the clerk.***

***In addition the following need clarification:***

- Page 3, Recommendation 7   *those arriving late*
- Page 6, line 27           business of this Synod

## **Regional Staffing Committee of the Synod/Synodical of Quebec & Eastern Ontario**

**Report to Synod**

**Ottawa**

**October, 2000**

The Committee has continued to follow the stated plan of action as presented and approved at Synod in October 1999. The committee now has its full complement of members: three from WMS, three from Synod and the Convener who is from WMS. As of January 2001 the Convener will be Scott Emery, a Synod representative from Quebec.

The Committee has met regularly and has invited participation by Ian Morrison of Life & Mission and Charlotte Brown of WMS. An interim contract was entered into with Anita Mack to serve the Montreal & Quebec Presbyteries and Presbyterials until March 31, 2001. This has provided excellent work in these areas, mainly with children, youth and young adults. At the time of writing, no-one is in place in eastern Ontario but the search is continuing. Wherever possible, Anita Mack has been covering the whole Synod e.g. PYPS weekends at Gracefield.

As proposed in the last report to Synod, the Committee have reviewed the needs in the Synod/Synodical for regional staffing. A survey was sent out across the region and replies indicated that there be a strong focus on Christian education, both for adults and children & youth. Based on these replies, a job description has been drawn up and accompanies this report. Also, the Committee reviewed its Mandate and Terms of Reference and the proposed text is attached.

The concept of splitting the area of work into two regions i.e. Quebec ( Presbyteries/Presbyterials of Quebec and Montreal) and Eastern Ontario (Presbyteries/Presbyterials of Seaway/Glengarry, Ottawa, Lanark & Renfrew) has been approved and what now remains to be determined is the amount of work-time designated to each regions. To create two 75% non-contract positions at the same rate as was previously paid would in fact lead to a shortfall of \$6-7000 in 2001, and the possibility of slightly less in 2002, for which Synod would be responsible. With two 50% positions in place, funds would cover this plan, but would leave less Contract money which, for the past few years, has been available on request to individual Presbyteries. Indeed, this Contract money was only made available to Presbyteries as a temporary measure and was not in keeping with the overall concept of Regional Staffing in the Synods across the country.

Recommendations now brought for approval:

1. That the Synod Council's action to extend the interim contracts to March 31, 2001 be ratified;
2. That the Committee's nomination of Scott Emery as Convener from January 2001-December 2003 be approved;
3. That the job description for part-time regional staff position be approved;
4. That the Mandate and Terms of Reference of the Regional Staffing Committee be approved;
5. That the Regional Staffing Committee be given permission to fill two 75% positions, one in Quebec and one in Eastern Ontario, these positions to commence in April 2001.

Druse Bryan  
Secretary

## **Regional Staffing Committee of the Synod of Quebec & Eastern Ontario**

### **Mandate and Terms of Reference**

**Purpose of the Committee:** To oversee the work of the Regional Staff and to ensure that the needs of the Synod/Synodical are being met.

**Membership:** Three members from the Synodical  
 Three members from the Synod  
 The Convener will alternate between Synod and Synodical every two years and , depending on the rotation, a fourth member will be appointed by the Synod or the Synodical.

Members will serve a maximum two terms of three years each, one third to retire each year, beginning the rotation after the first three years of the Committee's life.

**Meetings:** The Committee will meet at least twice per year and as required at the call of the Convener.

**Tasks:** The Committee shall :

- be accountable to Synod/Synodical
- be the channel of accountability of the staff to the Synod/Synodical
- be responsible for reviewing the job description(s) as necessary and if changes are needed, shall bring the proposed changes to the Synod/Synodical for approval.
- have the authority to adjust the job description, if necessary, between Synod/Synodical meetings
- ensure that the needs of the Synod/synodical are being met
- in consultation with the staff set the year's priorities for work to be carried out
- in consultation with the staff approve the best use of resources
- in consultation with the staff set measurable goals and objectives
- carry out a six month review and a yearly evaluation of goals and objectives
- set a standardized method of reporting
- deal with any reported concerns on the performance of the staff
- ensure that support is available to the staff
- be responsible for search/interview/selection/appointment of the staff
- be responsible to administer the termination of staff if it becomes necessary
- recommend a yearly budget to Synod incorporating any changes in stipend, allowances etc.
- submit an annual report to WMS Council and to the Life & Mission Agency

**Accountability:** The Committee:

- is responsible to both Synod and Synodical
- is a Standing Committee of Synod
- has one voting member on both Synod and Synodical Executives.

### **Job description for part-time regional staff position**

#### **Qualifications:**

1. That the individual give evidence of a clear expression of Christian faith.
2. That the individual possess a certificate or degree in education and theology related to the position applied for.
3. That the individual have a working knowledge of Presbyterian polity and ethos.
4. That the individual possess certain people skills - ability to listen, to communicate, to stimulate and to work as a team member with other field staff, lay leaders and clergy.
5. That the individual be experienced in her/his field, with organizational and administrative skills, be self-motivating and be able to take initiatives necessary to fulfill the requirements of the position.
6. That the individual be able to equip and enable others.
7. Where necessary, that the individual be bilingual (French-English), or willing to take instruction in the other language.

#### **Scope of Work:**

The individual will take a pro-active role to work in the existing organizations in the geographical area, - such as Presbyteries/Presbyterials, Church Schools, CGIT, PYPS, local WMS groups, Youth groups and other Church groups - as a facilitator and resource person.

A strong emphasis on **mission education and outreach**, and a **commitment to the youth** of the Church will be a priority. Conference planning, **leadership development**, elder workshops, and Camping ministry will fall within the scope of work. Work among the youth will include the setting up of a communications network among the various Presbyteries and encouraging joint activities among congregations.

**Mission education and outreach** will be an important part of the work. The individual will work in partnership with lay and professional church workers to encourage a global perspective of mission within the congregations, church schools, youth groups and WMS groups. The individual will be responsible for the introduction and use of mission study material, both for adults and youth.

The individual will be an ex-officio, non voting member of the Synod Congregational Life Committee, the Synod Mission Committee and of the Synodical. Attendance at Presbytery and Presbyterial meetings will be as is needed to carry out the work efficiently.

Field assignments will include educational and organizational planning, leadership development, youth rallies, and the **introduction and use of available resources**, in Synod/Synodicals, Presbyteries/Presbyterials, congregations, local WMS groups, church schools, and individuals in congregations

#### **Accountability.**

The individual will be directly accountable to the Regional Staffing Committee, who in turn will report regularly to Synod and Synodical. This committee will also act as a consultative committee which the individual can approach for advice in setting priorities, interpreting the needs of the area, and for regular evaluation of the work being carried out. The individual will make regular monthly written reports to the Convener of the Regional Staffing Committee on work done and future plans.

Data supplied by Ian Morrison, General Secretary Life & Mission Agency – September 12, 2000

Below are the figures relating to the payment of Regional Staff for the Synod of Quebec & Eastern Ontario.

For the year 2001 we have in the budget (from the WMS and Life and Mission Agency) an amount for one full time staff person for which we pay \$63,164 and Contract money in the amount of \$27,500 for a total of \$90,664

The breakdown of our payments for the one position is as follows

Stipend and Utilities	37,139	
Accommodation	10,200	47,339
Continuing education	500	
Travel etc.	8,000	
Medical-Dental	1,825	
Employee Benefits	5,500	15,825
Total		63,164

While we pay the amounts shown above for Medical Dental and Employee benefits (CPP, EI and Church Pension Plan) the amount may actually be more or less than shown. The Synod is responsible for any difference in amount. The Synod may also pay more in relationship to Travel but should not pay less.

If you had 2 -75% positions paid at the same rate as what was previously paid the figures would be approximately (based on 2000 calculations)

Stipend and Utilities	27,393	
Accommodation	7,650	
Continuing Education	375	
Travel	6,000	
CPP	1,069	
EI	1,175	
Church Pension Plan	3,062	
Medical/Dental 75% of 2400	1,800	
Total		48,524

For two people the total cost would be 97,048

(Not included the Ontario Health Tax which is an employer's cost I think it is around \$1,000 per person.)  
As mentioned above we have in the budget for 2001 the amount of 90,664 so the Synod would be responsible for the remainder. (\$6-7000)

In 2002, all other things being equal we could make an upward adjustment of \$3,159. If the WMS chooses to reduce the amount it gives for Regional Staff the Life and Mission Agency would have to consider cuts to what we presently fund.

---

[ The Regional Staffing Committee discussed these figures and have suggestions as to how this shortfall might be accommodated.]

Synod of Quebec and Eastern Ontario  
Congregational Life Committee  
Report October 2000 Synod

Congregational Life Committee held three meetings since the last report to Synod.

The committee focused on the following areas of concern.

1. The retiring executive of the PYPS were unable to fill the positions to form a new executive and therefore requested that the constitution of the PYPS be set aside for two years.

After much discussion the committee agreed.

This entailed more direct supervision of the activities of this group.

The committee was grateful for the extra responsibility taken on by Anita Mack at that time.

2. The committee received reports on Gracefield summer programme's, and Canada 2000
3. The committee shared information about congregational life activities in the Presbyteries within the bounds of Synod.

Time was spent discussing the role of the committee

This discussion resulted in the following resolutions

Whereas: the primary focus of the Synod Congregational Life Committee for the past few years has been work carried out among children and youth of the Synod and:

Whereas: there is a need for a committee within the Synod for coordinating and over seeing this work, and;

Whereas: the responses to workshops and programme's in other areas of Congregational Life have been disappointing and have often resulted in cancellations.

Therefore : be it resolved that :

1. The Synod Congregational Life Committee be disbanded.
2. A new committee be formed to coordinate the work among children, youth and young adults within the bounds of Synod.

Involving a more appropriate representation.

Respectfully submitted  
Marlene duCharme  
Convenor

**Women's Missionary Society****Synodical of Quebec & Eastern Ontario Report****2000**

Once again this year we have to report the closing of a Presbyterial. Early in the year, Ottawa Presbyterial decided that, although the individual groups continued to be vital and enthusiastic, it had become increasingly difficult to field officers to function at the Presbyterial level. Thus, on Sunday September 17th. at St. Timothy's Church in Ottawa, there was a service to celebrate the passing of the Ottawa Presbyterial and to acknowledge and honour the dedication and faithfulness of the many women who had contributed to the work of the Society over the years. The groups will continue to keep in touch with the Synodical and will hopefully continue to be represented at the National Council.

Five years ago the National Council mounted an intensive study on the future of the Society - the theme being "Threatened with Resurrection". Out of this study came the Five Year Plan which has now led to the certainty that the Society will continue - but not necessarily in the same format and with the same structure. The closing of the Ottawa Presbyterial, and last year of the Quebec Presbyterial, may be one of the steps leading to the new structure.

The Annual Meeting this year was held in April at St. Andrew's Church in Lancaster. The theme, in keeping with the time, was "Celebrations". The guest speaker on the Friday evening was the Rev. Dr. Barry Mack who presented the history of the Presbyterian Church in Canada. At this meeting a special project was adopted, that of funding a scholarship for a student in Central America.

Our Fall meeting in September took the form of a Retreat held at Gracefield Camp & Conference Centre. It was a weekend that mixed fun, friendship, discussion and learning, bible study and worship, singing, with walks in the woods and along the new Cross Canada Trail. Highly recommended for the recharging of energy needed for the onslaught of the winter months. At the worship service on Sunday morning we were joined by a group from Westminster in Ottawa who were on their own congregational Retreat. The offering of over \$450.00 was earmarked for the "Something Extra" project of the Malawi Orphanages.

The Synodical continues to have a deep interest in missions both here where we are, and elsewhere in the world. Through prayer, study, service and fellowship we continue to encourage each other and all the people of the church to be involved in mission. May God guide us as we endeavour to do God's work.

**Druse Bryan**  
**President.**

# REPORT OF THE MISSION AND OUTREACH COMMITTEE OCTOBER 20, 2000

	REQUESTED	GRANTED	CANADA MINISTRIES PR.	REQUEST TO SYNOD
YEAR	2000	2000	2001	2001
OTTAWA				
Carleton	3 200	3 200	3 200	3 400
Greenview	33 059	33 390	2 700	28 852
Francophone	20 000	5 000	15 000	5 000
St. Andrew's Aylmer Gracefield Chair GOC/Business Mgr.				For 3 years beginning Jan.1/01 2 500 For 3 years beginning Jan.1/01 10 000
MONTREAL				
Eglise St. Luc	-----	-----		
Marc Henri Vidal	44 702	45 254	46 000	46 670
McGill Chap.	3 000	3 000	3 000	3 000
Refugee	23 500	23 500	24 000	25 741
Tyndale Program	19 647	20 000	19 700	20 476
Concordia	3 000	3 000	3 000	3 000
Tyndale Exec. Dir. Summer Apt. L.River/St. And. E.	18 500	18 500	18 500	18 500
Fr. Trans. Bk. of Common Worship				5 117 3 000

**REPORT OF THE MISSION AND OUTREACH COMMITTEE    OCTOBER 20, 2000**

QUEBEC					
Inverness	1 500	1 500	1 500	1 500	
Scotstown	1 000	1 000	1 000	1 000	
Legatt's Point Sherbrooke (Pres.Franc.)	1 500	1 500	1 500	1 500	
	24 231	16 280	16 300	16 564	
<b>TOTAL</b>	<b>196 839</b>	<b>175 124</b>	<b>165 400</b>	<b>195 820</b>	

**RECOMMENDATION 1 : That the above schedule of Synod Grant requests for 2001  
be approved.**

*Respectfully Submitted*  
*Harry Paul*  
*Convener*

**ROBERT FUND                      October 2000**

YEAR	REQUESTED	GRANTED	REQ. OF FUND
Assemblee Chretienne	2000	2000	2001
	600	600	600
La Vie Chretienne	9 600	9 600	9 600
Mission Montreal	1 200	1 200	1 200
Camp D'Action Biblique	600	600	2 000
<b>TOTAL</b>	<b>12 000</b>	<b>12 000</b>	<b>12 000</b>

**Recommendation 1:** That the above amounts be requested from the Robert Fund and that if there is any additional revenue from the fund, it be given to Camp D'Action Biblique, up to \$1000.

Respectfully Submitted,

Convener

*Larry Law*

## Synod of Quebec and Eastern Ontario

### Report of the Special Review Committee

The current roll of Synod is about 142. We received 55 replies to the survey on Synod attendance. Of that number, nineteen have attended no Synod meeting in the past five years and eight have attended only one. Allowing for those who have been Presbyters three years or less, (about seven of this group of 27), it appears that less than a quarter of the members of the Synod care very deeply whether Synod meets or not. Interestingly, of the five people who report perfect attendance, three would like to see Synod abolished. The votes for abolition total five, but twenty-two people indicated that they would not miss Synod if it did not meet.

Several people noted that attendance at Synod is a duty and a few actually seemed to enjoy the meetings (those who checked "learning about the business of the Church" are probably Representative Elders). The most popular aspect of the meetings is worship and fellowship (fifteen affirmatives but six of these also said they wouldn't regret losing Synod) and six people indicated that they would attend to hear an interesting speaker. Eleven people said they would come if meetings were shorter, and for eleven people, distance to meetings is a factor in attendance. Easily the least popular aspect of Synod is interminable discussion of Gracefield and its problems.

There is no mechanism in our Church for the outright abolition of Synod, there are certain items of business which must be dealt with and there does appear to be some interest in an opportunity for worship and fellowship. Therefore I respectfully suggest the following:

1. That Synod become a commissioned court composed of the holders of those positions now comprising Synod Council plus representatives of the Presbyteries allocated on the same formula as is used for naming of representatives to General Assembly.  
Notes: This would result in about 55 Commissioners. When this matter was raised three years ago, all Presbyteries except Quebec agreed, but since we have received no survey replies from Quebec we must conclude that Synod is not a high priority for that Presbytery.\*\*
2. That the function of Synod be reviewed in 2003 by the Presbyteries, and that the 2003 meeting of Synod be mandated to decide whether any further changes are needed.
3. That the standing orders of Synod be reviewed to include the following:
  - a. that each of the Standing committees be asked to review its mandate, to specify tasks and responsibilities, frequency of meetings and procedure for reporting to Synod Council and the Presbyteries.
  - b. that the Synod Clerk or a committee under the guidance of the Clerk undertake the review of the standing orders of the Synod including the mandates of the committees in order to insure that they are clear, complete and free of duplication or omission.

*Report of the Special Review Committee continued*

- c. that the standing orders specify that all reports to the Synod Council be in the hands of the Clerk at least ten days prior to meetings of the Synod Council.
  - d. that the Synod Council consider making Synod standing committees regional.
- 5. The minutes of the Annual Meeting of Synod be distributed by the end of November.
- 6. That after each meeting of Synod Council a brief report be sent to each Presbytery by the Synod Clerk, when possible in time for the next meeting of Presbytery, but in no case later than three weeks following the meeting of Synod Council.

The Rev. Dr. Ruth Syme  
Convener of the Special Review Committee

**\*\*** *Two replies were received from the Presbytery of Quebec after the above report was written.*

*R. Martin , Synod Clerk*

**3.3.1 FINANCE COMMITTEE**

Delete See below	3.3.1.1	Convener, nominated by Synod; Treasurer, named by Synod; 5 Presbytery Conveners.
	3.3.1.2	The Finance Committee shall prepare the synod budget on the basis of requests from Synod Committees and information from the Treasurer and others.
	3.3.1.3	The Committee will recommend appropriate travel and meal rates for the Synod.
	3.3.1.4	Presbytery assessments will be based on a percentage of the total revenue raised for congregational purposes as per the Acts and Proceedings of the General Assembly.
	3.3.1.5	A auditor shall be appointed annually by the Synod.
Revise	3.3.1.6	Signing officers for the synod accounts shall be the treasurer together with a member of the Finance Committee. and others as may be approved by Synod Council.
Delete See below	3.3.1.7	The Committee shall ensure that the treasurer maintains an accumulated standing surplus of about \$8,000 in order to meet Synod expenses between October and March.
	3.3.1.8	The Finance Committee will pay the expenses of members of Synod who attend the Synod meetings, and who have been present on Friday and until mid-morning on Saturday, unless permission to depart early has been granted by the Committee on the Roll and Leave to withdraw. Accommodation for the synod clerk and the synod treasurer shall be paid by the Synod for regular meetings. Hospitality for special guests shall also be paid.
	3.3.1.9	Travelling and meal expenses to special or pro-re-nata meetings of Synod or to committee meetings shall be paid at the rate set by Synod from time to time.
Revision	3.3.1.1	Treasurer and Convenor to be appointed by Synod, Five Presbytery Finance Convenors or Treasurers and GCCC Treasurer (ex officio) to make up the Synod Finance Committee.
Revision	3.3.1.7	The Finance Committee shall endeavor to have \$8,000 available at all times for contingencies.
New	3.3.1.10	Finance Committee will develop and then update annually a 5 year financial forecast for Synod expenses.
New	3.3.1.11	The Finance Committee shall monitor the finances of Gracefield Camp and Conference Centre monthly and take any action deemed appropriate to control costs.
New	3.3.1.12	The committee to monitor the investment of reserve funds.
New	3.3.1.13	The Finance Committee must meet at least twice per year.

#### 4.1 REPORTS

Delete and see  
4.1.1 - 4.1.4  
below

4.1 Reports of all committees must be available for members of Synod prior to the meeting of Synod. The reports along with the registration form will be mailed to each Synod member.

Change to  
4.1.5

4.1.2 Any committee(s) appointed after Synod is constituted and required to report before the Synod adjourns, shall provide copies of their report for the moderator and clerk.

Change to  
4.1.6

4.1.3 Initial reports by Committees to the Synod shall be for 20 minutes, with further times at later sederunts. *(It should be noted that this does not include the Council Report, since Council is not a Standing Committee).*

4.1.1 Annual reports for all committees to be submitted to the Clerk not less than 3 weeks prior to the Synod meeting.

4.1.2. Pre-registration forms for the Synod meeting to be circulated 7 weeks prior to the Synod meeting and returned to the clerk within 2 weeks

4.1.3. Clerk to mail out to all who pre-register the package of reports to be presented at Synod at least 2 weeks before Synod

4.1.4 Copies of reports for those who do not register to be available at the registration desk.

**Synod of Quebec and Eastern Ontario  
Committee on Business - 20th and 21st October 2000**

**Recommendation 1.**

That the Roll of the Presbyteries be the Roll of the Synod as of 20th October 2000.

**Recommendation 2.**

That attendance be recorded in the Synod's Register, and travel expenses be paid upon authorization of the Finance Committee in consultation with the Committee on Leave to Withdraw.

**Recommendation 3.**

That the Synod's guests, Coleen Smith and Tom Gemmel be invited to address the court and Peter Rombeek to speak after supper on Friday and that they be extended an invitation to "sit and correspond".

**Recommendation 4.**

That all members of the Synod on the Appendix Rolls of the Presbyteries, those conveners of Synod Committees who are not members of a Presbytery and all others having business with the Synod be invited to "sit and correspond".

**Recommendation 5.**

That members desiring to leave the Synod early receive permission from the Committee on the Roll and Leave to Withdraw.

**Recommendation 6.**

That the Committee on the Roll and Leave to Withdraw be Reg Evans with two other members of the Presbytery of Seaway-Glengarry.

**Recommendation 7.**

That the committee to examine Presbytery Minutes and Minutes of the Synod Council be convened by Sandy McCuan.

**Recommendation 8.**

That Moira Barclay-Fernie and one other member of the Presbytery of Montreal be the Committee on Courtesies.

**Recommendation 9.**

That Synod Council be authorized to fill any vacancies which may occur within Synod Committees prior to the next Synod meeting.

**Recommendation 11.**

That the Committee to review the Minutes of the meeting of the 126th Synod of Quebec and Eastern Ontario be the Moderator of Synod and the Clerk to the Presbytery of Montreal.

## **Notices of Motion**

1. The Rev. John Wilson, Convener of the Synod Special Committee on Gracefield gives Notice of Motion that "we, the Special Committee on Gracefield, intend to move, or cause to be moved, that the date of Synod meetings be changed to the spring of the year, specifically for the next meeting of Synod to be set for the week ending May 5th, 2001.
2. The Rev. Ruth Syme, Convener of the Special Review Committee will move or cause to be moved "that Synod become a commissioned court composed of the holders of those positions now comprising the Synod Council plus representatives of the Presbyteries allocated on the same formula as is used for naming representatives to the General Assembly and that the Standing Orders of Synod be revised to reflect the findings of the Report of the Special Review Committee.  
(Package page S110)

### Synod Webpage, October 2000

The Synod webpage has been updated based on the contents of the 2000 Acts & Proceedings. There are some instances where clarification with Presbytery clerks is needed. During the year some corrections have been received from various presbyteries. Also, at the request of Synod Council, a listing for Camp d'action biblique was added to the Synod page.

As requested last year, it would be helpful if each presbytery would name a contact person responsible for checking the Synod listing periodically throughout the year and keeping the synod webservant up-to-date on changes in the presbytery rolls and new/updated webpage and e-mail addresses .

The [URL] of the synod webpage is  
<http://www.cyberus.ca/~walfgord/synodqeo>

Respectfully submitted,  
Gord Walford,  
Synod webservant  
e-mail: [walfgord@cyberus.ca](mailto:walfgord@cyberus.ca)

## **Synod Council - Nomination Committee**

### **Synod Council**

Moderator, past moderator, Clerk, Clerks of the Presbyteries, Representatives of the WMS, WD Synodical and representative from GOC

### **Finance Committee**

John Paul, David Milne (treasurer), 5 Presbytery treasurers.

### **Congregational Life Committee**

Marlene duCharme, one representative from each Presbytery (5), plus W.M.S. and P.Y.P.S. representatives, and the A.E.C.

### **Missions/Robert Fund**

Larry Paul, conveners from the 5 Presbytery Missions Committee, Marc-Henri Vidal (representing the French ministries within the Presbyteries of Quebec and Montreal)

### **The Synod/Synodical Regional Staffing Committee**

Synod appointment with one representative from each of the CLC, the Finance Committee, and two from the Synodical W.M.S.

### **Synod Historian**

### **Pension Board - Synod Corresponding Representative**

### **Committee to examine the Presbytery and Synod Council Minutes**

Convened by Sandy McCuan

### **The Resource Team on Sexual Abuse and/or Harassment**

Floyd McPhee, Linda Robinson, Jocelyn MacKay and Ian MacLean

### **General Assembly Committee to Nominate**

Ian MacLean

### **Synod Web-Site: Webservant**

Gord Walford

### **Synod Web-Site Oversight Committee**

Wally Hung, Gordon Walford, Dave Milne and Bob Martin

### **Synod Representative to Assembly Council**

Marlene duCharme



**GRACEFIELD OPERATING COMMITTEE**  
**Report to Synod - October 2000**

**Major Achievements / Accomplishments:**

- Received Quebec Camping Association Accreditation - July 17, 2000 - passed again this year but require a building inspection (none since 1993).
- Co-operation with Synod Finance Committee and GOC Finance Sub-Committee with regard to GCCC financial current situation.
- Dale MacGregor, and Alan Herbert have worked extremely hard to provide current financial records/ camp statistics which show camper registrations/income for 2000 summer camps.
- Strong Committee participation from mostly Ottawa presbytery members. Bi-monthly meetings are well attended. Program, Personnel, Finance and Property & Maintenance sub-committees are working effectively but all 7 sub-committees are in the need of new members as well as convenors for Fundraising, Publicity, and Finance Sub-Committees.
- Excellent summer staff were hired, programs ran well, and campers seemed to really enjoy themselves. Lots of new and exciting program changes to keep children interested and participating.
- Significant amounts of time, work and support have been contributed by GOC members this past summer camp season.
- Volunteer Chaplains/Nurses/Hosts worked very well but again a lot of time and effort to obtain them to cover every week during the summer camp season.
- Some very skilled volunteers helped during the summer weeks while on their vacations.
- 8 new outtripping canoes were purchased from donations received from Lenten Fundraising Campaign.

**Setbacks / Challenges:**

- Only 73% of targeted camper registrations received - Income way down. Another fundraising campaign is required and discussions with Synod Finance Committee and GOC executive have begun and proposed letter to congregations has been drafted. GOC would like to use similar letter to send to Tent & Trailer, friends/supporters - others not normally part of a congregation that would receive this request.
- New GOC Convenor required soon. It has been one year since GOC Convenor and Co-Convenors resigned. GOC Convenor has been continuing but wants out now. She will stay on GOC as past Convenor in order that there be continuity and be a resource to the new Convenor but really wants to give up this major responsibility and do committee work.
- Fundraising, Publicity, and Finance Committee convenors still required. We regret to announce the Doug Lee, our Finance Convenor has stepped down and off of the GOC but he will continue as a Finance sub-committee member.
- Many more skilled volunteers must be encouraged to volunteer time for improvements to site and buildings. We did not have many volunteers (outside of GOC members) for work weekends.
- Building inspection reports that our buildings including White Pine Lodge requires changes and upgrades.

**NOTE:**

We are having our Strategic Planning Session Weekend - Nov. 10-12 - all interested parties are invited - please contact the office to advise of your attendance -for accommodation and meals also - at 1-888-493-2267.

Respectfully submitted,

Sandy Higgs Nesbitt, Convenor,  
 Gracefield Operating Committee.



**Gracefield Operating Committee**  
(and non GOC sub-committee members)

Sandy Higgs Nesbitt  
Convenor

<u>Committees</u>	<u>Convenor</u>	<u>Sub-Cttee Members/Directors</u>
Finance		Doug Lee, Dale MacGregor, <i>Stan Currie</i> , Alan Herbert, Harold Kouwenberg, <i>Linda Robinson</i>
Food & Health	Marilyn Carter	<i>Irene Nesbitt</i> , <i>Kim Holmes</i> , Dorothy Herbert, <i>Chris Boonstra</i> , <i>Anne Rombeek</i>
Fundraising		Helen Beck, Kelly Youngdale, Dorothy Herbert, <i>Elizabeth MacLean</i> , <i>Anne Buie(L-R)</i>
Personnel	Helen Beck	Mark Nesbitt, Alan Herbert
Program	Chuck Fraser	Alan Herbert, Dorothy Herbert
Property and Maintenance	Gordon Richardson	<i>Bruce Buie(L-R)</i> , Doug Cottrell, Mark Nesbitt, <i>Mark Monroe</i> , Alan Herbert, <i>George Herbert</i>
Publicity		<i>Linda Robinson(L-R)</i> , Dorothy Herbert, Brenda Sowden

---

**GOC Committee members by Presbytery**

<u>Presbytery</u>	<u>Actual GOC Members: (18 full board)</u>	<u>Ex-officio Members:</u>
Ottawa	Helen Beck	Anita Mack
Ottawa	Marilyn Carter	Dorothy Herbert
Ottawa	Doug Cottrell	Alan Herbert
Ottawa	Chuck Fraser	David Milne
Montreal	William Klempa*	
Lanark-Renfrew	Harold Kouwenberg	
Ottawa	Dale MacGregor	
Lanark-Renfrew	Charles Mavor*	
Ottawa	Mark Nesbitt	
Ottawa	Sandy Higgs Nesbitt	
Ottawa	Gord Richardson	
Ottawa	Shaun Seaman*	
Montreal	Bob Turbyne*	
Ottawa	Kelly Youndale	

(\* - not on sub-committee)

## FINANCIAL STATEMENTS OF

**GRACEFIELD CAMP AND  
CONFERENCE CENTRE**FOR THE YEAR ENDED  
DECEMBER 31, 1999**INDEX TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 1999**

	<u>Page</u>
Auditor's Report	1.
Statement of Financial Position	2.
Statement of Operations and Changes in Net Assets	3.
Statement of Cash Flows	4.
Notes to Financial Statements	5.-6.

READ INTO REPORT  
AT SYNOD MEETING

To the Synod of Quebec and Eastern Ontario:

We have audited the statement of financial position of Gracefield Camp and Conference Centre as at December 31, 1999 and the statements of operations and changes in net assets, and cash flows for the year' then ended. These financial statements are the responsibility of the Board of Directors. Our responsibility is to express an opinion on these financial statements based on our audit.

Except as explained in the following paragraph, we conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by the Centre, as well as evaluating the overall financial statement presentation.

In common with many charitable organizations, Gracefield Camp and Conference Centre derives a significant portion of its receipts from synod members and churches in the form of donations, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, our examination of these receipts was limited to the amounts recorded in the records of the Centre and we were not able to determine whether any adjustments might be necessary to donation receipts, excess of revenues over disbursements, assets and net assets.

In our opinion, except for the effect of adjustments, if any, which we might have determined to be necessary had we been able to satisfy ourselves concerning the completeness of the receipts referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the financial position of the Centre as at December 31, 1999 and the results of its operations and changes in for the year then ended in accordance with generally accepted accounting principles.

Chartered

I

Ottawa, Ontario  
March 17, 2000  
Suite 20

1 5 0 5 L a p e r r i e r e A v e n u e

tel: (613) 725-9900 fax: (613) 725-9950

Ottawa Ontario 1{1Z 7T1

www.heinco.onca

## GRACEFIELD CAMP AND CONFERENCE CENTRE

## STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 1999

	<u>1999</u>	<u>1998</u>
<b><u>ASSETS</u></b>		
<b>CURRENT</b>		
Accounts receivable	\$ 27,302	\$ 18,841
<b>CAPITAL</b>		
Building and contents	1	1
Land	<u>1</u>	<u>1</u>
	<u>2</u>	<u>2</u>
	<u>\$ 27,304</u>	<u>\$ 18,843</u>
<b><u>LIABILITIES AND NET ASSETS</u></b>		
<b>CURRENT</b>		
Bank indebtedness (Note 2)	\$ 16,754	\$ 3,629
Accounts payable	7,118	16,725
Deferred revenue	<u>20,097</u>	<u>6,477</u>
	43,969	26,831
<b>MORTGAGE PAYABLE (Note 3)</b>	49,150	56,300
<b>NET ASSET DEFICIT</b>	<u>(65,815)</u>	<u>(64,288)</u>
	<u>\$ 27,304</u>	<u>\$ 18,843</u>

Approved on behalf of the Board:

  
 Director

 \_\_\_\_\_  
 Director

**GRACEFIELD CAMP AND CONFERENCE CENTRE**  
**STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS**  
FOR THE YEAR ENDED DECEMBER 31, 1999

	<u>Total 1999</u>	<u>Total 1998</u>
<b>REVENUES</b>		
Camp and off season revenue	\$ 176,623	\$ 155,655
Donations	41,965	21,833
Grants	-	9,632
Synod grant	37,000	40,000
Miscellaneous	<u>6,580</u>	<u>13,695</u>
	<u>262,168</u>	<u>240,815</u>
<b>DISBURSEMENTS</b>		
Automobile operation	9,119	8,569
Building projects	983	9,688
Bus transportation	8,494	10,229
Equipment	3,291	3,069
Food services	50,108	46,613
Insurance	6,490	7,275
Interest and bank charges	6,248	5,249
Maintenance	11,062	8,401
Merchandise for resale	4,343	4,891
Office	11,034	9,559
Professional fees	3,622	4,167
Program contractor and supplies	10,663	858
Publicity	1,817	2,194
Salaries and benefits	119,293	106,340
Travel and development	1,585	720
Utilities	<u>15,543</u>	<u>15,116</u>
	<u>263,695</u>	<u>242,938</u>
<b>EXCESS OF DISBURSEMENTS OVER REVENUES</b>	(1,527)	(2,123)
<b>NET ASSET DEFICIT, BEGINNING OF YEAR</b>	<u>(64,288)</u>	<u>(62,165)</u>
<b>NET ASSET DEFICIT, END OF YEAR</b>	<u>\$ (65,815)</u>	<u>\$ (64,288)</u>

## GRACEFIELD CAMP AND CONFERENCE CENTRE

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 1999

	<u>1999</u>	<u>1998</u>
OPERATING ACTIVITIES		
Excess of disbursements over revenues	\$ (1,527)	\$ (2,132)
Changes in non-cash working capital items:		
Accounts receivable	(8,461)	8,348
Accounts payable	(9,607)	5,876
Deferred revenue	<u>13,620</u>	<u>(3,555)</u>
Cash (required) provided by Operating Activities	(5,975)	8,546
FINANCING ACTIVITIES		
Mortgage principal payments	<u>(7,150)</u>	<u>(5,000)</u>
(DECREASE) INCREASE IN CASH POSITION	(13,125)	3,546
BANK INDEBTEDNESS, BEGINNING OF YEAR	<u>(3,629)</u>	<u>(7,175)</u>
BANK INDEBTEDNESS, END OF YEAR	<u>\$ (16,754)</u>	<u>\$ (3,629)</u>

**GRACEFIELD CAMP AND CONFERENCE CENTRE****NOTES TO FINANCIAL STATEMENTS**

DECEMBER 31, 1999

**1. NATURE OF ORGANIZATION**

The Centre is a camp facility owned by the Synod of Western Quebec and Eastern Ontario. It is managed by the Gracefield Operating Committee, a Sub-committee of the board of directors of the Synod. It is a non-profit organization, registered as a charitable organization under the Income Tax Act.

**2. SIGNIFICANT ACCOUNTING POLICIES**

The financial statements have been prepared in accordance with generally accepted accounting principles for non-profit organizations and include the following significant accounting policies:

**a) Basis of accounting**

The financial statements have been prepared using the accrual basis of accounting.

**b) Capital assets**

Capital assets are presented at nominal values. Capital expenditures are written off in the year incurred. The capital expenditures expensed in 1999 were \$4,291 (1998 - \$3,069). The estimated fair market value for insurance coverage purposes of the buildings, contents and equipment is approximately \$637,500. The land, for which an estimate of fair market value has not been made, is excluded from this figure.

**c) Revenue recognition**

Revenue is recognized in the period in which it is earned. As a result, deferred revenue is recorded to reflect customer deposits received in the current fiscal year for services to be rendered in the next fiscal year. Donation and grant revenue is recorded in the year received.

Any designated donations that are not disbursed in the fiscal year of the donation are deferred and are only recognized as revenue once the disbursement is made.

**d) Donated materials and services**

As a charitable organization, the Centre receives donated materials and services. Due to the difficulty in determining the value of these materials and services, it is the Centre's policy that donated materials and services not be recorded in the financial statements.

**e) Financial instruments**

The Centre's financial instruments consist of accounts receivable, bank indebtedness, accounts payable and deferred revenue.

Unless otherwise noted, it is management's opinion that the Centre is not exposed to significant interest, currency or credit risks arising from the financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

## GRACEFIELD CAMP AND CONFERENCE CENTRE

## NOTES TO FINANCIAL STATEMENTS

---

 DECEMBER 31, 1999
 

---

**2. BANK INDEBTEDNESS**

	<u>1999</u>	<u>1998</u>
Petty cash account	\$ 50	\$ 50
Building account	105	95
Operating account	<u>(3,909)</u>	<u>(3,774)</u>
	(3,754)	(3,629)
 Operating line of credit	 <u>(13,000)</u>	 <u>-</u>
 Bank indebtedness	 <u>\$ (16,754)</u>	 <u>\$ (3,629)</u>

The operating line of credit bears interest at prime plus 3% payable monthly, and is secured by a general security agreement. There are no set terms of principal repayment.

**3. MORTGAGE PAYABLE**

The Centre is assigned as collateral for a \$60,000 mortgage held by the Synod.

The mortgage payable bears interest at prime plus 1/4%, payable monthly. The loan is secured by a collateral mortgage on the land and building and a guarantee from the Presbyterian Church Building Corporation. The original schedule of repayment required an annual principal reduction of \$11,455. Throughout 1999, \$7,150 (1998 - \$5,000) in principal payments and \$3,680 (1998 - \$4,035) in interest payments were made. As a current portion of this long term loan is not determinable, the loan is reflected in full as a long-term debt. The mortgage is due in the year 2003.

**4. CONTINGENT LIABILITY**

During 1997 and 1998 the Centre received \$4,200 and \$2,840 respectively from the federal and provincial governments. As of the date of these financial statements, the Centre's administrators were unable to determine the reason for the refunds and the likelihood of any requirements to repay. As a result, the funds were recorded in the 1997 and 1998 fiscal years as revenue without recording an offsetting obligation to repay. Should it be determined that an amount must be repaid, it would be recorded as a prior period adjustment. To date, no requests for repayment have been received.

**5. COMPARATIVE FIGURES**

Certain of the 1998 comparative figures have been restated to conform with the presentation adopted in the current year.

**Gracefield Camp & Conference Centre**  
**Balance Sheet Comparison**  
 As of September 30, 2000

	<u>Sep 30, '00</u>	<u>Sep 30, '99</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Chequing/Savings</b>		
1001 - CAISSE POPULAIRE # 34138	-15,631.35	-9,869.33
1002 - CAISSE POPULAIRE # 34663	151.56	498.68
1003 - ROYAL BANK # 1063668	932.35	-52.95
1004 - SHARE (C.POP.GRACEF.2 ACCOUNT)	10.00	10.00
1005 - PETTY CASH	27.28	23.28
1006 - Royal Bank T-Bill Fund	5,708.72	0.00
1009 - CASH	50.00	50.00
2001 - LINE OF CREDIT	-10,000.00	-7,000.00
<b>Total Chequing/Savings</b>	-18,751.44	-16,340.32
<b>Accounts Receivable</b>		
1200 - Accounts Receivable	3,649.14	1,802.12
1507 - CHAPEL DONATIONS	0.00	-2,487.73
2382 - G.S.T. RECEIVABLE	122.50	7,056.21
2397 - Q.S.T. RECEIVABLE	0.00	6,270.88
2398 - ONTARIO SALES TAX RECEIVABLE	0.00	129.80
<b>Total Accounts Receivable</b>	3,771.64	12,771.28
<b>Total Current Assets</b>	-14,979.80	-3,569.04
<b>Fixed Assets</b>		
1611 - LAND	1.00	1.00
1621 - BUILDING AND CONTENTS	1.00	1.00
1641 - VEHICLE	0.00	1,000.00
<b>Total Fixed Assets</b>	2.00	1,002.00
<b>TOTAL ASSETS</b>	<u>-14,977.80</u>	<u>-2,567.04</u>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
2000 - ACCOUNTS PAYABLE	3,244.28	5,264.47
<b>Total Accounts Payable</b>	3,244.28	5,264.47
<b>Other Current Liabilities</b>		
2100 - PAYROLL LIABILITES	3,387.21	3,855.24
2101 - PAYROLL DIFFERENCES	51.32	-237.64
2200 - GST PAYABLE	-1,896.39	27.40
2240 - QST PAYABLE	-1,671.29	0.00
2301 - RESTRICTED JEMIMA RAE FUND	17,680.72	17,500.00
2401 - DEFERRED REVENUE	54.00	1,410.00
<b>Total Other Current Liabilities</b>	17,605.57	22,555.00
<b>Total Current Liabilities</b>	20,849.85	27,819.47
<b>Long Term Liabilities</b>		
3208 - LONG TERM DEBT (BK ROYAL)	49,150.00	49,150.00
<b>Total Long Term Liabilities</b>	49,150.00	49,150.00
<b>Total Liabilities</b>	69,999.85	76,969.47
<b>Equity</b>		
3000 - OPENING BAL EQUITY	-59,221.19	-62,164.90
3900 - RETAINED EARNINGS	-6,592.12	203.53
Net Income	-19,164.34	-17,575.14
<b>Total Equity</b>	-84,977.65	-79,536.51
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u>-14,977.80</u>	<u>-2,567.04</u>

# Gracefield Camp & Conference Centre

G-109

10/02/00

## Budget vs. Actual

January through September 2000

	Jan - Sep '00	Budget
<b>Income</b>		
<b>Donations</b>		
1509 • CHAPEL DONATION	1,601.77	0.00
1510 • SYNOD DEBT DONATION	2,000.00	0.00
4205 • INDIVIDUAL DONATIONS	4,198.79	2,600.00
4206 • CHURCHES DONATIONS	4,570.50	5,000.00
4212 • DESIGNATED DONATIONS	2,514.00	150.00
4216 • CANOE FUND DONATIONS	7,283.40	3,200.00
4217 • Lent Canoe Fundraiser	5,646.80	0.00
4505 • BUILDING FUND INDIV. DONATION	0.00	1,100.00
4506 • BUILDING FUND CHURCHES DON.	0.00	250.00
4508 • MORTGAGE DEBT DONATIONS	550.00	4,500.00
4509 • Gracefield Improvement Fund	2,802.46	0.00
<b>Total Donations</b>	<b>31,167.72</b>	<b>16,800.00</b>
<b>General Revenue</b>		
4208 • SYNOD GRANTS	34,000.00	25,499.97
4801 • INTEREST REVENUS	64.99	0.00
4900 • Receivable Payments	4.00	0.00
4951 • OTHER REVENUS	96.75	0.00
4999 • Uncategorized Income	0.00	0.00
<b>Total General Revenue</b>	<b>34,165.74</b>	<b>25,499.97</b>
<b>Pgm Revenue - Adult</b>		
4101 • FAMILY CAMP FEES	2,890.08	12,000.00
4111 • LODGE GUEST FEES	10,706.64	9,500.00
4112 • LODGE GSTS EQP. RENT	433.00	500.00
4121 • TENT/TRAILER FEES	17,387.33	15,500.00
4131 • FAMILY RETREAT FEES	3,598.50	4,000.00
4141 • GROUP RENTAL FEES	29,703.31	27,000.00
4142 • GROUP EQUIP. RENT	439.00	200.00
4161 • CORPORATE EVENTS	3,512.50	3,500.00
<b>Total Pgm Revenue - Adult</b>	<b>68,670.36</b>	<b>72,200.00</b>
<b>Pgm Revenue - Child</b>		
4001 • CO-ED CAMP FEES	61,138.19	75,000.00
4011 • DAY CAMP FEES	1,094.00	700.00
4021 • L.I.T. CAMP FEES	6,023.30	7,638.00
4031 • WILDERNESS KNIGHTS	0.00	0.00
4041 • OUTDOOR EDUC. FEES	752.00	4,000.00
4042 • OUTDOOR ED. EQUIP. RENTAL	165.00	0.00
4051 • YOUTH RETREAT FEES	3,962.50	5,000.00
4210 • CAMPERSHIPS INDIV.	2.32	0.00
4211 • Campsrshp Chrch	0.00	0.00
<b>Total Pgm Revenue - Child</b>	<b>73,137.31</b>	<b>92,338.00</b>
<b>Store Revenue</b>		
4301 • T-SHIRT / SWEATSHIRT	1,955.00	2,850.00
4302 • STAFF T-SHIRTS	110.00	500.00
4303 • TUCK	3,385.51	3,000.00
4304 • SOUVENIRS	868.00	700.00
4305 • PAY PHONE SALES	532.19	600.00
<b>Total Store Revenue</b>	<b>6,850.70</b>	<b>7,650.00</b>
<b>Total Income</b>	<b>213,991.83</b>	<b>214,487.97</b>
<b>Expense</b>		
<b>Administration Expenses</b>		
6001 • WAGES (ADMIN)	27,957.56	27,674.64
6011 • PAYROLL TAXES (ADMIN)	8,109.97	2,767.48
6012 • VACATION (ADMIN)	2,311.16	2,300.00
6021 • HEALTH INSURANCE (ADMIN)	1,800.00	1,825.00
6031 • PENSION PLAN (ADMIN)	2,129.28	2,400.30
6041 • WORKER'S COMPENSATION (ADMIN.)	2,224.05	1,548.00
6061 • STAFF TRAVEL (ADMIN)	123.55	500.00
6071 • COMMITTEE TRAVEL (ADMIN)	48.00	0.00
6081 • AUTO GAS (ADMIN)	1,322.78	1,499.94
6091 • AUTO MILEAGE (ADMIN)	1,126.36	1,499.94
6101 • AUTO REGISTRATION (ADMIN.)	440.00	650.00
6111 • PROP./LIABILT (ADMIN)	7,107.89	6,600.00
6121 • OFFICE - POSTAGE (ADMIN.)	1,484.56	1,740.00

## Gracefield Camp &amp; Conference Centre

## Budget vs. Actual

January through September 2000

	Jan - Sep '00	Budget
6131 • OFFICE SUPPLIES (ADMIN.)	1,271.73	1,200.00
6141 • OFFICE-COPIER (ADMIN)	1,290.92	1,400.00
6151 • OFF. MAINTENANCE (ADMIN)	437.42	700.00
6161 • OFFICE-ACCOUNTING (ADMIN)	1,117.50	2,099.97
6171 • OFFICE EQUIPMENT (ADMIN.)	985.22	0.00
6181 • HEALTH CARE (ADMIN)	785.38	800.00
6182 • SAFETY EQUIPMENT	416.54	300.00
6191 • TELECOMMUNICATIONS (ADMIN.)	2,751.10	2,900.00
6201 • PROF. DEVELOPMENT (ADMIN)	0.00	250.00
6202 • Staff Training	-0.60	0.00
6211 • PUBLICITY (ADMIN)	1,925.00	1,850.00
6221 • MEMBERSHIPS/PERMITS (ADMIN)	497.50	200.00
6231 • AUDIT/PROF. SERVICES (ADMIN)	255.00	3,000.00
6241 • REV. QC PENALTIES	609.97	0.00
6251 • AUTO INSURANCE (ADMIN)	767.45	300.00
6510 • DONATIONS FORWARD TO SYNOD	2,000.00	0.00
6511 • PUBLICITY/PROMO (FUND RAISING)	1,112.53	0.00
6991 • MISCELLANEOUS (ADMIN.)	-281.32	0.00
6999 • Uncategorized Expenses	0.00	0.00
7851 • CK'S RETURNED INSUFF. FUNDS	205.00	0.00
8001 • BANK & INTEREST CHARGE (ADMIN)	1,216.94	749.97
8011 • LINE OF CREDIT - INT. CHARGE	295.77	374.94
8021 • GOODS & SERVICES TAX	1,733.81	0.00
8022 • QST EXPENSES	1,138.50	0.00
8023 • ONTARIO PROVINCIAL SALES TAX	472.77	0.00
8111 • LONG TERM DEBT INTERESTS	2,154.52	2,250.00
<b>Total Administration Expenses</b>	<b>79,343.81</b>	<b>69,380.18</b>
<b>Camp Store</b>		
7651 • TUCK SUPPLIES (CAMP STORE)	2,772.24	2,000.00
7661 • SOUVENIR SUPPLIES (CAMP STORE)	493.02	500.00
7662 • STAFF/CAMPER PHOTO SOUVENIRS	449.15	500.00
7671 • CAMP SHIRTS (CAMP STORE)	1,738.25	
7681 • STAFF T-SHIRTS (CAMP STORE)	826.30	800.00
7691 • TELECOMMUNICATIONS (PAY PHONE)	200.00	200.00
<b>Total Camp Store</b>	<b>6,478.96</b>	<b>4,000.00</b>
<b>Food Services</b>		
5001 • WAGES (FOOD SERV.)	13,450.00	13,380.00
5011 • PAYROLL TAXES (FOOD SERVICES)	0.00	1,338.00
5021 • VACATION (FOOD SERVICES)	-25.00	0.00
5051 • FOOD EQUIPMENT (FOOD SERV.)	515.59	500.00
5061 • Staff Travel - Kitchen	90.00	0.00
5171 • CAPITAL EQUIPMENT (FOOD SER.)	1,300.00	1,300.00
5311 • REPAIRS/BUILDING SUPPLIES (FD)	1,597.15	1,500.00
5541 • FOOD SUPPLIES (FOOD SERV.)	37,709.84	39,800.00
5551 • PROPANE (FOOD SERVICES)	739.53	600.00
<b>Total Food Services</b>	<b>55,377.11</b>	<b>58,418.00</b>
<b>Program-Adult/Family</b>		
7001 • WAGES (FAMILY CAMP)	4,270.00	3,880.00
7002 • PAYROLL TAXES (FAMILY CAMP)	0.00	388.00
7007 • PROGRAM SUPPLIES (FAMILY)	85.60	0.00
7035 • Travel Mileage	0.00	50.00
7051 • WAGES (GROUP RENTALS)	800.00	0.00
<b>Total Program-Adult/Family</b>	<b>5,155.60</b>	<b>4,318.00</b>
<b>Program - Child/Youth</b>		
6701 • WAGES (CO-ED CAMP)	24,124.12	25,335.00
6702 • PAYROLL TAXES (CO-ED CAMP)	0.00	2,473.50
6704 • BUS TRANSPORT (CO-ED CAMP)	8,540.56	8,000.00
6705 • STAFF TRAVEL (CO-ED CAMP)	463.32	500.00
6706 • PROGRAM EQUIPMENT (CO-ED)	2,670.26	1,900.00
6707 • PROGRAM SUPPLIES (CO-ED CAMP)	515.17	1,000.00
6708 • Program - Horse Riding	608.54	0.00
6721 • WAGES (L.I.T. CAMPS)	2,750.00	3,050.00
6722 • PAYROLL TAXES (L.I.T. CAMPS)	0.00	305.00
6725 • Staff Travel (LIT)	300.00	0.00
6727 • PROGRAM SUPPLIES -LIT	235.98	450.00
6741 • WAGES (OUTDOOR EDUCATION)	0.00	300.00
6742 • PAYROLL TAXES (OUTDOOR EDUCATIO	0.00	30.00

10/02/00

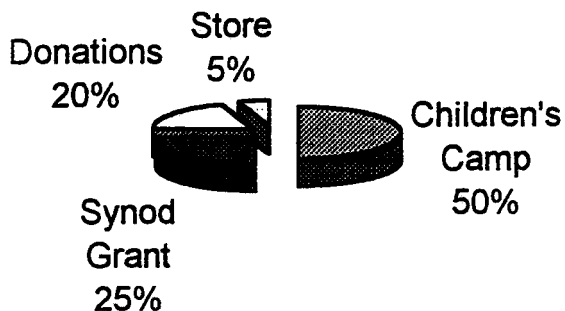
**Budget vs. Actual**

January through September 2000

	Jan - Sep '00	Budget
6747 · PROGRAM SUPPLIES (OUTDOOR)	0.00	25.00
6751 · WAGES - YOUTH RETREATS	600.00	780.00
6752 · PAYROLL TAXES-YOUTH RETREAT	0.00	78.00
6753 · HONORIA (WEEKEND)	170.00	0.00
6754 · BUS TRANSPORTATION (WEEKEND)	355.00	350.00
6755 · STAFF TRAVEL-CHILD YOUTH	109.30	0.00
6756 · PROGRAM EQUIPMENT (WEEKEND)	106.77	50.00
6757 · Program Supplies (Youth retreat	6.00	0.00
7816 · CANOE EQUIPMENT	11,189.73	0.00
<b>Total Program - Child/Youth</b>	<b>52,744.75</b>	<b>44,626.50</b>
<b>Program -Adult/Corporate</b>		
7063 · PROFESSIONNEL SERVICES CORP.	510.00	500.00
7065 · STAFF TRAVEL	0.00	0.00
7066 · CORPORATE - EQUIPMENT	119.64	0.00
7067 · PROGRAM SUPPLIES	179.88	200.00
7814 · CORPORATE IMPROVEMENTS	70.28	0.00
<b>Total Program -Adult/Corporate</b>	<b>879.80</b>	<b>700.00</b>
<b>Property Management</b>		
6301 · WAGES (P.M.)	11,235.00	10,825.00
6311 · PAYROLL TAXES (P.M.)	0.00	1,082.50
6361 · Staff travel - Maintenance	520.00	0.00
6381 · AUTO GAS (PROP. MGMT.)	431.24	450.00
6401 · HOUSE/CLEANING S. (PROP MGMT)	2,881.27	3,000.00
6411 · REPAIRS/BUILDING S.(PR. MGMT)	4,816.02	4,500.00
6421 · SNOWPLOW (PROP. MANAGEMENT)	1,200.00	1,290.00
6431 · GARBAGE TAX (PROP. MGMT)	489.00	495.00
6441 · HYDRO (PROP. MANAGEMENT)	7,550.25	9,700.00
6451 · AUTO MAINTENANCE (PROP. MGMT)	1,764.22	800.00
6461 · STORM DAMAGES	200.00	0.00
7813 · STRUCTURAL IMPROVEMENTS	2,089.14	3,500.00
<b>Total Property Management</b>	<b>33,176.14</b>	<b>35,642.50</b>
<b>Total Expense</b>	<b>233,156.17</b>	<b>217,085.18</b>
<b>Net Income</b>	<b>-19,164.34</b>	<b>-2,597.21</b>

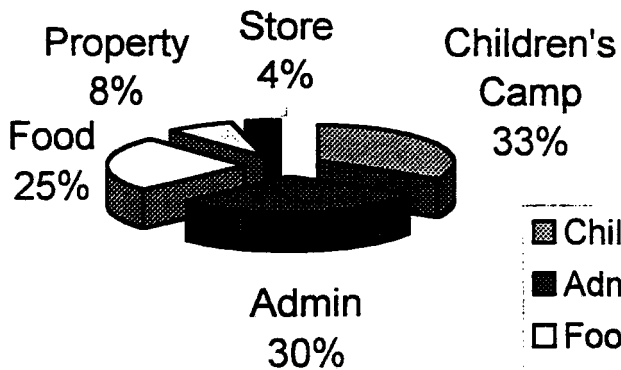
## CHILDRENS CAMP

### Revenue Year 2000 (to Sept 30)



Children's Camp	\$ 68,080.81
Synod Grant	\$ 34,000.00
Donations	\$ 27,015.95
Store	\$ 6,850.70
<b>Total</b>	<b>\$ 135,947.46</b>

### Expenses Year 2000 (to Sept 30)



Children's Camp	\$ 54,085.09
Admin	\$ 49,399.37
Food	\$ 41,113.38
Property	\$ 13,152.24
Store	\$ 6,478.96
<b>Total</b>	<b>\$ 164,229.04</b>

Total Campers	252
Loss per Camper	\$ 112.23

## GRACEFIELD CAMP &amp; CONFERENCE CENTRE

Camper Costs by Program Area

18-Sep-00

File: Camper.xls

YEAR 2000 (to Sept. 30/00)

No. of Overnight Campers

	Children's Camp				Adult Summer		Other Seasons	
	Total \$	Total %	Per Camper \$	Per Camper %	Total \$	Total %	Total \$	Total %
Revenue								
Children's Camp	\$ 68,080.81	93.09%	\$ 270.16	50.08%	\$ 2,890.08	4.21%	\$ 65,780.28	95.79%
Subsidies							\$ 5,056.50	6.91%
Synod Grant	\$ 34,000.00	99.51%	\$ 134.92	25.01%			\$ 161.74	0.47%
Donations	\$ 27,015.95	86.68%	\$ 107.21	19.87%			\$ 4,151.77	13.32%
Store	\$ 6,850.70	100.00%	\$ 27.19	5.04%				
SubTotal Subsidies	\$ 67,866.65	29.56%		49.92%				
Total Revenue	\$ 135,947.46	63.53%	\$ 539.47	100.00%	\$ 2,890.08	2.13%	\$ 76,150.29	55.28%
Expenses								
Children's Camp	\$ 54,085.09	97.46%	\$ 214.62	32.93%	\$ 4,782.60	85.67%	\$ 800.00	14.33%
Administration	\$ 49,398.37	67.03%	\$ 186.03	30.08%			\$ 1,407.07	2.54%
Food	\$ 41,113.38	72.48%	\$ 163.15	25.03%			\$ 24,301.52	32.97%
Property	\$ 13,152.24	38.35%	\$ 52.19	8.01%			\$ 15,608.73	27.52%
Adult/Corporate							\$ 21,147.41	61.65%
Store	\$ 6,478.96	100.00%	\$ 25.71	3.95%			\$ 879.80	100.00%
SubTotal	\$ 110,143.95		\$ 437.08	67.07%			\$ -	0.00%
Total Expenses	\$ 164,229.04	70.44%	\$ 651.70	100.00%	\$ 4,782.60	2.05%	\$ 63,344.53	
Total	\$ (28,281.66)		\$ (112.23)		\$ (1,892.52)		\$ 64,144.53	27.51%
							\$ 11,005.76	

YEAR 1999

No. of Overnight Campers

320

Revenue					\$ 8,238.25	5.25%	\$ 91,967.86	56.62%
Children's Camps	\$ 119,895.44	54.52%	\$ 374.67	76.42%				
Subsidies	\$ 37,000.00	99.47%	\$ 115.63	23.58%			\$ 91,967.86	
SubTotal	\$ 156,895.44		\$ 490.30	100.00%	\$ 8,238.25			
Expenses	\$ 179,358.79	68.02%	\$ 560.50	100.00%	\$ 5,520.89	2.09%	\$ 78,813.99	61.30%
Total	\$ (22,463.35)		\$ (70.20)		\$ 2,717.36		\$ 13,163.87	

YEAR 1998

No. of Overnight Campers

320

Revenue					\$ 7,114.45	4.93%	\$ 99,269.68	58.76%
Children's Camps	\$ 106,360.24	51.02%	\$ 332.38	73.68%				
Subsidies	\$ 37,999.00	89.89%	\$ 118.75	26.32%			\$ 99,269.68	
SubTotal	\$ 144,359.24	67.57%	\$ 451.12	100.00%	\$ 7,114.45			
Expenses	\$ 166,452.49	65.82%	\$ 520.16	100.00%	\$ 3,809.35	1.51%	\$ 82,637.81	32.68%
Total	\$ (22,093.25)		\$ (69.04)		\$ 3,305.10		\$ 16,621.87	

GRACEFIELD FINANCE COMMITTEE  
ST TIMOTHY'S PRESBYTERIAN CHURCH

The Gracefield Finance Committee meeting was on Wednesday, 13 September 2000 with Doug Lee, Alan Herbert, Stan Currie and Dale MacGregor in attendance. The Treasurer indicated his projections for the rest of the year, and the Committee reviewed them, and could find no way of coming to any different conclusions. As Stan Currie put it: "I think the greater part of the budget shortfall can be attributed to lower than expected registrations in key programs. Based on my experience, I would say that falling far short of projected revenue targets is the quickest way to run up a large deficit. Unlike overspending, it is very difficult to control." Another problem is that our tight budgets year after year have produced chronic under funding of maintenance and equipment replacement. Some unbudgeted, but necessary, expenses this year can be attributed to this. For several years, our budgets have had very little flexibility to deal with the unexpected. There are no easy solutions! We spent the rest of the evening adjusting the draft budget for 2001, and that was presented to the executive committee, which Dale MacGregor and Doug Lee also attended, held the following evening.

Dale reported on the last Synod Finance meeting and indicated that he found the finance committee generally supportive, John Paul very supportive, and that he thanked them for their support. They still expect a five year plan from us prior to Synod, though the GOC long range planning meeting is scheduled for November. Synod Finance felt that they could support an informative letter from GOC to the churches. For instance, the impression received in Montreal was that since camperships cost us \$100 a camper, then the donation of the Montreal Angel was costing Gracefield a considerable amount of money. Since the real message was that Summer Campers cost GCCC about \$100 each, not Camperships, and the beauty of Camperships is that we get fuller camps, the costs to GCCC per camper is kept down. When we have fewer campers, and have camps with empty beds, what we end up with is a cost to GCCC of over \$160 per camper. This is the cost of the mission of GCCC, and the way to keep the cost down is to keep camps full. A problem with running the camp is that we must decide on the programme, then staff for the programme decided upon, and then advertise for campers. We actually try and hire all summer staff in March, but registrations for camps don't start to come in until May. However, even if we could have had the lower level of registrations in hand before summer staff hiring, we could have only made the difference of one councillor for one week, a \$90 saving in summer staff payroll.

The building inspection at GCCC was carried out by the province in August for the first time in seven years. Some items that the inspector felt that needed to be rectified were looked after as finances and labour were able to deal with them, but there were also a number that should be appealed.

The revised Budget was reviewed by the executive, and is now presented to GOC:

Income	Revised 2000	Revised 2001	Notes
Family/Lodge/Tent/Trailer	\$38,500	\$40,000	
Group and Family Retreats	\$51,700	\$50,000	
Prgm Revenue - Adult	\$90,200	\$90,000	
Child/Youth/LIT Summer Camps	\$84,926	\$70,000	
Youth Outdoor Ed/Retreats	\$9,000	\$9,500	
Prgm Revenue - Child	\$93,926	\$79,500	
Store Revenue	\$8,150	\$8,000	
Synod Grant	\$34,000	\$30,000	1
Individual Donations	\$17,700	\$20,000	
Church Donations	\$7,000	\$5,000	
Forecast Income		\$231,500	
Required to Balance		\$33,000	2
Total Income	\$250,976	\$265,500	
Expenses	Revised 2000	Revised 2001	
Administration	\$84,729.60	\$85,000	2
Camp Store	\$6,000	\$6,000	
Food Services	\$68,594	\$72,000	2
Adult/Family Programmes	\$4,368	\$5,000	
Child/Youth Programmes	\$44,726.50	\$50,000	2
Property Management	\$38,692.50	\$45,000	2
Contingency		\$2,000	
Total Expenses	\$247,810.60	\$265,000	

**Note 1:** Synod Finance is recommending to Synod that Synod take direct control over the mortgage for White Pine Lodge that is in their name anyway. As a result they have suggested that the GCCC Grant be reduced by a further \$4,000, and both principle and interest from here on out come out of their budget rather than out of that of GCCC.

**Note 2:** The detailed 2001 budget can not be generated until the camp rates are approved, and the discussions of the other subcommittees resolve the planning for next year, so some of these expense items are ball park figures roughly based on the past and with some inflation for Property and Food Services based on the expectation that the building inspector's report will generate higher than past expenditures in these areas, so as you see there is an income item identified as "Required to Balance". This is over and above the expected normal levels of individual and church giving, though the amount could also fall under the category of Fund Raising, as it has been presented in the past, but all must note the amount the we are here dealing with. However this should not be insurmountable. As we can point out in an explanatory letter, Camperships help keep camp beds full, and thereby keep the cost per camper down; full amps do that. But if individuals or churches wished to help, and wished to pick up the full cost of a camper, rather than the cost to a camper coming to camp, then this mount might well be achieved rather easily. Even in rough terms, if we were to say that the true cost for a camper was \$500.00 (and that is not far from the truth), and only 66 individuals and/or churches decided to fund one camper at that level, then this amount is met just like that. Another combination of 50 individuals or churches at the same level would meet the budgeted amounts for individual and church donations. Last year one source gave a "Gift from the Heart" that was suggested to be an incentive for others to do the same. If others did, in even smaller amounts as suggested above, the budget could easily be met and exceeded, and GCCC might well be able to utilize the Synod Grant for more long term purposes like further building, or better major renovation and repair. All must work at this though, it is not something that will happen without may salespersons treating it enthusiastically.

**Recommendation 1:** That the revised draft budget as amended around the \$30,000 Grant be presented to Synod Council.

**Recommendation 2:** That this report as amended be accepted.

Respectfully Submitted

(ORIGINAL SIGNED BY)

A. D. Lee  
Convenor, Gracefield Finance Sub-Committee

# **SYNOD OF QUEBEC AND EASTERN ONTARIO GRACEFIELD SPECIAL COMMITTEE REPORT OCTOBER, 2000**

## **MANDATE:**

Our mandate as adopted by the 1998 Synod of Quebec and Eastern Ontario (and continued by the 1999 Synod), has been to enter into discussion on behalf of Synod, with the Presbytery of Ottawa, asking them "to assume general management of Gracefield Camp and Conference Centre."

## **MEMBERSHIP:**

The membership of the committee is made up of the Rev. Andrew Johnston (Ottawa), the Rev. John Wilson (Ottawa), Mr. Sandy McCuan (Lanark and Renfrew), Mrs. Mary Moorehead (Seaway-Glengarry), and Ms. Moira Barclay-Fernie (Synod Council). Mr. Norman Inglis (Ottawa) continues as an ex-officio member.

## **UPDATE:**

The following paragraphs represent an update on the progress of your committee and the discussions and negotiations we have had on Synod's behalf with the Presbytery of Ottawa.

The Synod will know of our mandate approved by the Synod in October of 1999 and included as **Appendix One**.

In May of 2000, the Presbytery of Ottawa Committee on Gracefield responded with recommendations, some of which were adopted, and some of which were amended to open the door to continued negotiations. We are including the report of the Presbytery of Ottawa Committee on Gracefield changed to reflect the amended decisions of the Presbytery in May. **Appendix Two**. We are also including these so that you the Synod may have an account of the substance and the background information "on the table" which formed a part of our negotiations on your behalf. We are striving for transparency here, so that the very important background information will be clear to all.

Subsequent to this response by the Presbytery of Ottawa, our committee met to discuss the concerns of the Presbytery and to respond to them within the framework of our mandate. I include our responses to the Presbytery in June of

2000 in **Appendix Three**.

At the September 19th, meeting of the Presbytery of Ottawa, the following motions of the Business Committee of the Presbytery of Ottawa (which had been instructed to respond to us, by September, by the Presbytery) were adopted by the Presbytery without amendment (**Appendix Four**).

#### **FINDINGS:**

The importance and urgency of proceeding with the following recommendations have been highlighted by the experience of the past summer and certain questionable decisions in management that will lead to a further considerable deficit.

The wonderful Christian ministry of Gracefield will only be secured when operational management of the Camp and Conference Centre is transferred to a body with the support and personnel resources of a Presbytery. We are grateful to the commitment of the Presbytery of Ottawa to this Synod ministry and therefore recommend the following.

#### **RECOMMENDATIONS:**

1) That recommendations 1-10 and the concluding paragraph of Appendix Four be adopted by Synod.

2) That January 1st, 2001 be the official date of transfer of "general management" authority to the Presbytery of Ottawa.

3) That the GOC director's contract be renewed for one year, contingent on the sustained operation of the camp, and to allow for future involvement of the Presbytery of Ottawa.

4) That Synod change the date of Synod meetings to the spring of the year, specifically, for the week ending May 5th, 2001. This new date to allow for the audited financial reports to be present when important issues (ie. budget) are discussed regarding the Synod Camp.

5) That the Synod Special Committee on Gracefield be discharged.

•Respectfully Submitted,

Rev. John Wilson-Convenor

# SYNOD OF QUEBEC AND EASTERN ONTARIO GRACEFIELD SPECIAL COMMITTEE REPORT October 1999

## MANDATE:

Our mandate as adopted by the 1998 Synod of Quebec and Eastern Ontario was to enter into discussion, on behalf of the Synod, with the Presbytery of Ottawa, asking them "to assume general management of Gracefield Camp and Conference Centre "

## MEMBERSHIP

The membership of the committee is made up of the Rev. Andrew Johnston (Ottawa), the Rev. Blake Walker- corresponding (Quebec), the Rev. John Wilson (Ottawa), Mr. Sandy McCuan (Inanark and Renfrew), Mrs. Mary Moorhead (Seaway-Glengarry), and Ms. Moira Barclay-Fernie (Synod Council). Mr. Norm Inglis (Ottawa) continues as an ex-officio member.

## PREAMBLE

Our committee wishes to note at the beginning of this report the many positive issues that now surround Gracefield Camp and Conference Centre. We note that the last three years have been quite positive with the books being balanced for the last two audited years. We note the positive influence that Gracefield has been having upon youth and adults alike over the past few years. And we wish to note the stable environment that is present at Gracefield.

We also note that much time, and talent, and hard work has continued to be given to Gracefield Camp and Conference Centre (GCCC), by many people, all to the glory of God and in furtherance of our mission front at this location.

We also note the financial generosity of many people and specific, generous and substantial contribution of one individual who has significantly boosted the main mission of the camp. We recognise that this contribution assists the main mission of camp, but does not contribute to the overall financial viability of the camp, which has an integrity apart from this generous contribution.

## PROCEDURE

Our committee waited until we had received the final, audited, 1998 financial information on the status of Gracefield camp and conference centre before meeting. Consequently, we first met with the Presbytery of Ottawa's Committee

on Gracefield on June 2nd, 1999 to present to them our Proposal for Re-organisation as a basis for discussion.

This proposal included:

1. A review of audited financial statements of 1998 and 1999.
  2. Our committee's observation and research [which included] the apparent financial viability of an all-year operation. And the apparent financial feasibility and planning advisability of defining the position of director as full-time, and year round.
  3. Our committee's observation/recommendation that furthering the development of off-summer programming, greatly assists the financial security of Gracefield.
  4. Proposal for Re-organisation of the Management of Gracefield
- Rejoicing in the dedicated and good work accomplished these past two years by many individuals, the GOC (Gracefield Operating Committee), and staff, and appreciative of the way the GOC assists the congregations of our Synod in growing children and youth in Christian faith, we do recommend the following re-organisation as necessary to Synod's continuing commitment to Gracefield (open to review after one-year).*

**Synod would:**

- remain responsible for the general contours of the Centre's operation (ie. whether a full-year or seasonal camp, a full-time or part-time director)
- remain responsible for approving annual budgets, etc.
- remain committed to providing appropriate annual financial support and extra-ordinary fund raising
- encourage individuals from each presbytery to consider an invitation to serve on the GOC

**Presbytery of Ottawa would:**

- establish the GOC as a standing committee of presbytery, reporting [regularly] and accountable to the presbytery like any other, through which the Presbytery would accept the responsibility of overseeing the general management of the GOC.
- appoint the Director, and members of the GOC
- report annually to Synod, and in times of crisis, to Synod Council

**GOC would:**

- continue to be responsible for all staff appointments other than Director, all programming and budgeting, responsible only to the Presbytery of Ottawa

## FINDINGS

Our committee wishes to express its regret that the Presbytery Committee on Gracefield reported at the September Presbytery meeting that it needed more time to consider our proposal, and therefore no decision has been made by the Presbytery of Ottawa. We do recognise the time factors that the Presbytery committee had before them, as we did not have our first meeting with them until we were sure that the auditor had determined the financial health of the GCCC.

Our committee wishes to express regret that the positive financial situation at Gracefield is not more widely known and appreciated in this Synod, and that there still appears to be certain parties that continue to hold to longstanding attitudes of financial difficulties, which we hasten to add, are not supported by the auditor.

## RECOMMENDATIONS

We your committee recommend:

- 1) That should the Presbytery of Ottawa agree by the January 2000 meeting of Presbytery (Pot) meets Nov/99 and Jan/00), if said agreement is within this proposed framework, that this committee have power to issue regarding the implementation and transition period.
- 2) That assuming the revised contract is acceptable to Synod Council, that the GOC director's contract be opened for an initial one year contract, renewable, contingent on the sustained operation of the camp, and to allow for the possibility of the Presbytery of Ottawa accepting management of the camp and being involved in the appointment of the Director.
- 3) We accept the continuing mandate to examine the administration of GCCC on behalf of Synod for one more year able to make recommendations at next years Synod.

Respectfully Submitted,

Rev. John Wilson  
Convenor

**THE PRESBYTERY OF OTTAWA**  
**REPORT OF THE PRESBYTERY SPECIAL COMMITTEE**  
**RE: GRACEFIELD CAMP AND CONFERENCE CENTRE**

May 16, 2000

**PREAMBLE:** Following the Synod of Quebec and Eastern Ontario's 1998 meeting, the Presbytery of Ottawa struck a Special Committee to enter into dialogue with the Synod's Special Committee, regarding the possibility of the Presbytery of Ottawa assuming responsibility for the operation of the Gracefield Camp and Conference Centre, (G.C.C.C.).

The first meeting of the two committees took place on June 2nd, 1999. The Synod Committee presented their preliminary report to the Presbytery Committee at that meeting. (That document is appended to this report).

The Presbytery Special Committee has met seven times during the intervening months to examine the Synod's proposal; to gather information about G.C.C.C.; to meet with members of the Gracefield Operating Committee, (G.O.C.); and to discuss information gathered by members regarding the operation of other church camps, both within and without the Presbyterian Church in Canada. The Special Committee has, on several occasions, invited members of the Synod committee to attend meetings.

The gathering of useful information has proven to be both extremely challenging as well as helpful in understanding the situation at G.C.C.C.. The year-round operation of G.C.C.C. and the kind of funding it receives makes it difficult to compare it directly with other camp situations - especially where the camps rely largely on unpaid, volunteer labour and are operated seasonally.

In response to the Synod Committee's preliminary report, the Presbytery Committee has several concerns.

- 1/ Synod, would set the "general contours" of the G.C.C.C., allowing the Presbytery little latitude with regards to making effective, immediate changes to the operation of the G.C.C.C., should they be deemed necessary.
- 2/ Synod, would ultimately control the budgeting and fund-raising processes, making it difficult for the Presbytery to adequately plan for the financial needs of G.C.C.C..
- 3/ The Synod Report envisions the Presbytery version of G.O.C. continuing to be composed of people from the various Presbyteries within Synod. There is some question in the minds of this committee's members about the legality of a Presbytery Committee containing members from beyond the bounds of the Presbytery. There also seems to be little advantage to this in that one of the stated concerns of the Synod Committee has been that the G.O.C. might meet more frequently and respond in a more timely fashion to emerging situations at G.C.C.C..
- 4/ The Presbytery, despite having no direct control over financial matters and larger operational questions, would, none the less, be expected to oversee and manage G.C.C.C..

The Presbytery Committee also makes the following observations based on our research.

- 1/ The past difficult financial situation at G.C.C.C. that appears to have precipitated this decision of the Synod to approach the Presbytery, seems to have largely been resolved through the ongoing work of the G.O.C..
- 2/ The budgeting and reporting procedures of the G.O.C. to the Synod seem to be seriously hampered by the fact that the G.C.C.C. fiscal year, (Jan.1 to Dec.31), does not match up well with the Synod's Autumn meeting time. G.C.C.C. financial reports that would best be dealt with in the early spring are not considered until nearly nine months after they are produced - long after the budget for the year should have been set.
- 3/ Compared to the subsidies made available to other church camps, (either financially or through volunteer labour), it is the committee's opinion that G.C.C.C. is currently under-subsidized by the Synod, especially with regards to maintenance and capital improvements.
- 4/ The human resources of the Presbytery are already close to being overused. Another committee, especially one with such a great responsibility, might prove difficult to staff and maintain.
- 5/ Two financial issues critical to the future success of G.C.C.C. would appear to be; a) the need to generate an operating profit, or at least break even and; b) the need for capital asset renewal. An operating profit is a source of funds for renewal. Failing that, capital funds need to be generated through fund raising.

The committee is also concerned that, should the management of the G.C.C.C. become the responsibility of the Presbytery of Ottawa, any sense of ownership and commitment to the camp that exists in other Presbyteries might be diminished or even lost altogether.

Therefore the Special Committee makes the following recommendations:

- 1/ That the Presbytery of Ottawa decline <sup>at present</sup> the Synod of Quebec and Eastern Ontario's request that the Presbytery take on the responsibility of overseeing the general management of the Gracefield Camp and Conference Centre, <sup>until concerns 1-4 have been met. (passed)</sup>
- 2/ That the Presbytery of Ottawa recommend to the Synod of Quebec and Eastern Ontario that the annual meeting of Synod be moved to a date in the spring of each year. (passed)
- 3/ That the Presbytery of Ottawa recommend to the Synod of Quebec and Eastern Ontario that the Synod strike a Strategic Planning Committee for the future of the Gracefield Camp and Conference Centre. (passed)
- 4/ That the Special Committee re: Gracefield Camp and Conference Centre be discharged. (passed)

Respectfully Submitted on Behalf of the Committee

Doreen Saunders - Convenor

To the Venerable, the Presbytery of Ottawa.

On behalf of the Synod, the Synod Special Committee on Gracefield wishes to thank the Presbytery of Ottawa for its reply to the Proposal re Gracefield Camp and Conference Center and welcomes this opportunity to respond to the recommendations of its last Presbytery meeting, May 16<sup>th</sup>, 2000.

When we first presented our Proposal for Reorganisation to the Ottawa Committee on Gracefield in June 1999, we presented it (as was indicated in the proposal and as approved by Synod) as "a basis for discussion". We welcome, therefore, this first opportunity to respond to the concerns the Presbytery has with some of the proposed guidelines.

We would like to remind all concerned that our Committee has been given power to negotiate "within the proposed framework" as accepted by Synod, 1999. We further acknowledge that at the last Synod Council meeting, May, 2000, your decisions were referred to this Committee for our consideration on behalf of Synod.

#### Responses:

Recommendation #2 that the Synod meeting be moved to the Spring to facilitate reporting and budgeting requirements of the camp.

Re your response, and recognising the work of your Presbytery Committee, we are in complete agreement with you.

We see this as a positive step to leading to even better involvement by Synod which would ensure constructive and responsible support of Gracefield by the whole of Synod.

We will be recommending as you suggested, that the Synod seriously consider this possibility.

In our minds this would also allow time for the yearly audit to be completed, thus relieving all concerned of any need for speculation. We feel, however, that the date of the Synod meeting needs to be before May 15<sup>th</sup> in each year in order to deal with such matters effectively and before the summer holidays begin.

Concern #1 - regarding the Synod setting the "general contours of the GCCC, allowing the Presbytery little latitude with regards to making effective and immediate changes to the operation of the GCCC should they be deemed necessary.

As long as Gracefield is a Synod Camp, the Synod by virtue of its position over the Presbyteries, will always be responsible for the policy (general contours) of any camp within its bounds. Ongoing management and direction, therefore, can be delegated, as appropriate.

The general contours (i.e. seasonal versus year round, full-time versus part-time directorship etc.) would be set by Synod based on the Presbytery of Ottawa's recommendations. We will entreat Synod to establish clear guidelines/mechanisms that will enable the managing Presbytery to "make immediate and effective changes" should they be deemed necessary by the Presbytery.

Appendix  
Three

(3)

Concern #2 - the Synod would ultimately control the budgeting and fund-raising, making it difficult for the Presbytery to adequately plan for the financial needs of the GCCC.

It was not our intention that Synod would ultimately control the budgeting process. We believe the Presbytery of Ottawa should set the budget for presentation to Synod. The approval of the budget by Synod is necessary because:

a) Gracefield is a Synod camp.

B) it is on the basis of the budget that Synod's support will be determined.

Concern #3 - regarding a perceived difficulty with having people from outside the bounds of Presbytery sitting on a Presbytery of Ottawa committee.

At this point, we would understand the Presbytery of Ottawa would appoint whomever it wills to sit on its management team, and would have the authority to invite individuals from outside its bounds, but within Synod, if it so desires. We know of nothing in the Book of Forms which would preclude the Presbytery of Ottawa from recruiting members for GOC from within the bounds of Synod. We would envision, to be sure, that the Synod would pass a motion to give this authority. We note that Synod had no difficulties with this last year when it accepted the concept in the body of our report.

Concern #4 - that the Presbytery, despite having no direction control over financial matters and larger operational questions, would, none the less be expected to over see and manage the GCCC.

It is our understanding (and Synod's) that direct control over financial matters and larger operational questions is being offered to the Presbytery. A good parallel would be the authority and accountability of congregations within a Presbytery to the Presbytery.

Observations of the Presbytery..

Observation #1 - that the past difficult financial situation at Gracefield "seems to have been largely resolved".

With the increased focus of attention upon all aspects of the GCCC over the last few years we agree that the situations both financial, and administrative, have been greatly improved, but they have not been resolved. Our fundamental drive in our endeavors have been to ensure such accountability that the past problems will never occur again.

Observations #2 - regarding a Spring Synod meeting.

• Answered above.

Observation #3 - that the GCCC is currently under-subsidized by the Synod especially with regards to maintenance and capital improvements.

We agree and also feel that a strong push by a united Presbytery will do much to help this situation.

Observation #4 - that having to staff another committee of Presbytery might prove difficult.

We note the staffing already being done. The vast majority of members of the GOC come from the Ottawa area. With the due attention and focus of the Presbytery, it is our belief that the existing resources could be more effectively used and improved, leading to the generation of increased enthusiasm, attention and support.

With regard to the concern of yet another Presbytery Committee it was not our intention to suggest this, but only that the GOC become a Standing Committee of the Presbytery.

### Conclusion

In conclusion, on behalf of the Synod, we wish to ask the Presbytery of Ottawa to consider our responses to its concerns and to determine if they warrant acceptance or continued dialogue. We note that the Synod has asked the Presbytery to try this arrangement for one year, "open to review" at the end of the year by either party.

Therefore, we the Synod Special Committee on Gracefield, on behalf of the Synod, ask you to agree to this undertaking for one year as from-----, or continue to dialogue, or to do otherwise as the Presbytery in its wisdom may deem best.

Respectfully submitted for the Special Committee on Gracefield,

Rev. John Wilson.

The Presbytery of Ottawa  
Business Committee Meeting  
August 29, 2000

---

Members Present: Joan Sampson, John Wilson, Alex Mitchell, Zora Todd, C. Pettigrew  
Peter Campbell, Wally Hong and Tony Boonstra.

Following worship by the convener, C. Pettigrew two items of business were introduced, (1) consideration of the comments from the Synod's Special Committee re: Gracefield Camp and Conference Centre and (2) consideration and approval of the appointment of a Presbytery Youth Worker.

After extended discussion it was agreed that the following motion be presented to the September meeting of Presbytery (September 19<sup>th</sup>):

*that the Presbytery of Ottawa accept the Synod's suggestion (via the Synod's Special Committee on Gracefield) to have the Presbytery of Ottawa undertake responsibility for the management of Gracefield Camp and Conference Centre if the following conditions can be met:*

- 1. A convener can be found from within the membership of the Presbytery, who is willing to make a three year commitment to the position..*
- 2. Two other members of Presbytery are willing to take on key leadership roles within the Gracefield Operating Committee.*
- 3. That there be no tacit or implied financial obligations on the part of the Presbytery of Ottawa except for the normal Synod Assessment.*
- 4. That the Synod agree that the Gracefield Operating Committee (GOC) become a standing committee of the Presbytery of Ottawa, reporting and accountable to the Presbytery like any other.*
- 5. That the appointment of a Director for the Camp and members of the GOC become the responsibility of the Presbytery of Ottawa.*
- 6. That the Synod of Quebec and Eastern Ontario continue to provide funding for Gracefield Camp and Conference Centre.*
- 7. That the GOC be given permission to recruit members for its committee and sub-committees from within the bounds of the whole Synod.*

-2-

8. *That the GOC be granted Synod's permission to do fundraising throughout the whole Synod.*
9. *That issues of relative responsibilities between the GOC and the Presbytery of Ottawa can be clarified to the satisfaction of the Presbytery of Ottawa.*
10. *That Synod agrees that this agreement will be a work in progress anticipated to extend up to a three year period but with an annual review to be undertaken by both Presbytery and Synod.*

It is also understood that the Presbytery of Ottawa will normally report annually to Synod, and in times of crisis, to the Synod Council. As well it is understood that the Synod of Quebec and Eastern Ontario will remain responsible for the general contours of the Centre's operation: i.e. deciding whether the Centre will be a full-year or seasonal camp, whether the director will be a full-time or part-time position. As well the Synod will remain committed to providing appropriate annual financial support (and if deemed necessary extra-ordinary fund-raising), and will continue to encourage individuals from each presbytery to consider serving on the GOC.

OCTOBER 20/21, 2000

The Synod Finance Committee was reactivated this year with the appointment of John M. Paul of St. Paul's, Ottawa as convenor.

The committee held two meetings, one in May to review the 1999 audited statements for the Synod and Gracefield. A second meeting in September finalized the 2001 budget for Synod and to review Gracefield's statement to August 31, 2000. In addition the committee addressed other issues at both meetings.

Appendix "F1" is the audited financial statement for Synod for 1999.

MOTIONS: - THAT SYNOD RECEIVE THE 1999 STATEMENT AS REVIEWED BY JACK HOYE.

- THAT SYNOD APPOINT JACK HOY TO REVIEW THE 2000 STATEMENTS.

The financial statement for Synod to September 30, 2000 is attached as appendix "F2" for your information.

The Synod Council approved the following recommendations regarding expenses at its May meeting. 1) To increase the travel rate to 20¢/km + 3¢/km per passenger, and 2) to pay for the meals of committee members attending meetings.

MOTION: - IT IS RECOMMENDED THAT SYNOD HOMOLOGATE THE COUNCIL'S DECISION TO INCREASE TRAVEL RATES AND PAY FOR MEALS FOR COMMITTEE MEMBERS.

The committee developed a proposal in April with revisions in September that would see the Synod, over the next 6 years, pay down the mortgage for White Pine Lodge at Gracefield and at the same time put funds aside for a Synod Reserve Fund. The revised proposal is attached as appendix "F3".

MOTION: - THAT THE SYNOD APPROVE THE PROPOSAL DATED SEPTEMBER 22, 2000 TO ASSUME PAYMENTS FOR THE WHITE PINE MORTGAGE AND TO DEVELOP A RESERVE FUND.

The budget being presented, appendix "F4", includes the mortgage for White Pine and the proposed Reserve Fund for Synod. It should be noted that even with these additional expenses the total assessments have been reduced by more than 13% from the 2000 budget. It should also be noted that we have separated the income and expenses for Regional Staffing from the Synod budget and separated the program costs from the committee expenses.

MOTION: - THAT THE SYNOD ADOPT THE BUDGET FOR 2001 WITH REVENUES AND EXPENDITURES OF \$82,825. DATED SEPTEMBER 22, 2000.

#### Gracefield's Finances

As the year proceeded the Synod's Finance Committee became more involved in the financial affairs of Gracefield.

We have recommended that the standing Orders be changed to give the Finance committee more responsibility for the GCCC financial affairs and that the GCCC treasurer be an ex officio member of the Synod Finance committee.

We have encouraged the GOC to develop 5 year projections for major capital / maintenance expenses and equipment acquisitions so that long range financial planning for the GCCC can be developed.

MOTION: - THAT THE SYNOD ENDORSE THE WORK OF THE FINANCE COMMITTEE WITH THE GOC AND THAT THEY ASSUME GREATER RESPONSIBILITY FOR GRACEFIELD'S FINANCES.

Submitted by;

John M. Paul - Convenor.

The Synod of Eastern Ontario & Western Quebec  
The Presbyterian Church in Canada

I have examined the statement of income for the year ended December 31, 1999. My examination included such tests and other procedures as I considered necessary in the circumstances.

In my opinion, these financial statements present fairly the financial position of the Synod as at December 31, 1999 and the results of operations for the year then ended, in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

The expression of opinion above is not to be interpreted as a view of a licensed practitioner, and the duties and liabilities normally associated thereto, are not implied nor are to be presumed. This expression is intended only for members of the Synod to assess Synod's financial position and results of operations for the subject year.



John B. Hoyer, CGA

May 18, 2000

F-102

# Statement of Receipts and Disbursements

## As at 31 December 1999

	Budget 1999	Actual 1999
<b>Receipts</b>		
<b>Presbytery Assessments</b>		
Québec	\$2,275	\$2,275
Montréal	22,480	22,480
Seaway-Glengarry	11,607	11,607
Ottawa	20,146	20,146
Lanark & Renfrew	8,638	8,638
<b>Total Assessments</b>	<u>\$65,146</u>	<u>\$65,146</u>
 Fund raising (See attached table for 1999 details)	\$12,000	\$13,333
Synod meeting	300	186
PCC/WMS grants for Area Education Consultant function (Total 1999 amount includes an advance in the amount of \$10,242 for AEC contracts or appointments post 15 Sep 1999)	59,862	56,810
Donations for Meals - Council and Committees		98
Goods & Services Tax Refund Received		480
Returned from Triennium		
<b>Total Receipts</b>	<u><u>\$137,308</u></u>	<u><u>\$136,052</u></u>
 <b>Disbursements</b>		
<b>Administration</b>		
Synod Meeting	\$4,300	\$3,104
Minutes	900	658
Host and Miscellaneous Expenses	450	600
<b>Disbursements sub-total</b>	<u>\$5,650</u>	<u>\$4,362</u>
 <b>Honoraria</b>		
Clerk	\$1,600	\$1,600
Treasurer	800	800
Audit/review	100	100
<b>Honoraria sub-total</b>	<u>\$2,500</u>	<u>\$2,500</u>
 <b>Clerk's Office</b>		
Photocopying, postage, communication	\$800	\$31
Liability insurance	900	731
Conference		
Computer Expenses		710
<b>Clerk's Office sub-total</b>	<u><u>\$1,700</u></u>	<u><u>\$1,472</u></u>

**Disbursements (continued)****Committee Expenses**

Synod Council	\$1,200	\$929
Congregational Life	1,300	496
Mission/Outreach	375	111
Resource team on sexual abuse/harassment	2,533	2,322
Finance	500	70
Bank/cheque expenses	40	141
Gracefield Special Committee		81
Gracefield Operating Committee		
Regional Staffing	500	86
Area Educational Consultant	59,862	49,846
Area Educational Consultant - Study Leave		
Area Education Consultant - Montreal Nov & Dec		3,604

**Committee Expenses sub-total**

<b>\$66,310</b>	<b>\$57,687</b>
-----------------	-----------------

**Programme costs and Mission related grants**

Gracefield Camp & Conference Centre	\$37,000	\$37,000
Gracefield loan repayment including interest	17,500	17,500
Gracefield audit contribution		
Camp d'action biblique	1,000	1,000
CGIT	250	
PYPS	1,000	840
Youth conference fund a)	1,400	
Youth conference fund b)	1,000	
Vie chrétienne	1,500	1,500

**Programme costs and Mission related grants sub-total**

<b>\$60,650</b>	<b>\$57,840</b>
-----------------	-----------------

**Reserve funds**

\$2,000
---------

**Miscellaneous**

2,000
-------

**Total Disbursements**

<b>\$140,810</b>	<b>\$123,861</b>
------------------	------------------

**1998 Surplus****Surplus before AEC Advance**

<b>\$12,191</b>
-----------------

**Less Advance on AEC**

<b>\$10,242</b>
-----------------

**Operating Surplus to 31 Dec 1999**

<b>\$1,949</b>
----------------

## Le Synod du Québec et de l'Est de l'Ontario The Synod of Quebec and Ontario

18 May 1999

<b>Synod Debt for Gracefield Camp &amp; Conference Centre Pre-1997 Debts</b>	
Received through Presbyterian Church in Canada (PCC)	\$65,000.00
Paid on Principal to PCC in 1997 & 1998	\$22,693.00
Paid on Principal to PCC 30 Dec 1999	\$13,861.60
<b>Balance Owing as of 31 Dec 1999</b>	<b>\$28,445.40</b>
Received from St. Andrew's & St. Paul's, Montréal	\$15,000.00
Paid to St. Andrew's & St. Paul's	
<b>Balance Owing as of 31 Dec 1999</b>	<b>\$15,000.00</b>
Received from St. Andrew's, St. Lambert	\$5,000.00
Paid to St. Andrew's, St. Lambert	
<b>Balance Owing as of 31 Dec 1999</b>	<b>\$5,000.00</b>
<b>Total Balance Currently Outstanding as of 31 Dec 1999</b>	<b>\$48,445.40</b>
<b>Received for Gracefield Debt in 1999</b>	
St. Andrew's, Kars	\$1,000.00
Lottie Sutherland Campaign, received through GCCC	2,172.60
Lotties Sutherland Campaign, received through Lottie	151.50
Erskine Presbyterian Session, Ottawa	150.00
E. Brown	20.00
Fabreville Presbyterian Church	20.00
Paskwood Presbyterian Church, Nepean	500.00
St. Timothy's Presbyterian Church, Ottawa	448.00
St. Matthew's Presbyterian Church, Ingleside	100.00
DunBar Presbyterian Church	40.00
Knox Presbyterian Church, Manotick	200.00
St. Andrew's Presbyterian Church, Fort Colonge	500.00
Georgetow Presbyterian, Session	80.00
Presbytery of Ottawa Extension Fund re Cushman Presbyter	5,714.50
Gloucester Presbyterian, Ottawa	100.00
St. Giles Presbyterian, Ottawa	271.00
Knox Presbyterian, Morrisburg	394.00
St. Andrew's Presbyterian, Arnprior	220.00
St. Paul's Presbyterian, Ottawa	355.00
St. Stephen's Presbyterian, Ottawa	196.00
St. John's, Cornwall	700.00
<b>Received to Date, 31 Dec 1999</b>	<b>\$13,332.60</b>

**L'EGLISE PRESBYTERIENNE AU CANADA**  
**Le Synod du Québec et de l'Est de l'Ontario**

**THE PRESBYTERIAN CHURCH IN CANADA**  
**The Synod of Quebec and Eastern Ontario**

**Current Assets**

Bank Account	\$23,969
Goods and Service Tax Refund Receivable	460

**Capital**

Gracefield Camp and Conference Centre	\$1
---------------------------------------	-----

**Total Assets**

\$24,430

**Liabilities**

Area Education Consultant Expenses - See AEC  
Statement of Receipts and Disbursements for  
more details (Presbyterian Church in Canada has given  
the Synod advanced AEC Expense funds to pay for future  
AEC expenses)

\$4,488

**Pre-1997 Gracefield Camp and Conference  
Centre Debt:**

Presbyterian Church in Canada (PCC)	22,184
St. Andrew's and St. Paul's Presbyterian Church, Montréal, Québec	15,000
St. Andrew's, St. Lambert, Québec	5,000
	<u>\$46,672</u>

**Equity**

-\$22,242

**Total Liabilities and Equity**

\$24,430

**L'EGLISE PRESBYTERIENNE AU CANADA**  
**Le Synod du Québec et de l'Est de l'Ontario**

**THE PRESBYTERIAN CHURCH IN CANADA**  
**The Synod of Quebec and Eastern Ontario**

**Bank Reconciliation**  
**Period Ending 30 September 2000**

<b>Bank Statement Balance 30 September 2000</b>	<b>\$24,468.75</b>
Add Outstanding Deposits	
	<u><b>\$24,468.75</b></u>
Less Outstanding Cheque      - #163	\$500.00
<b>Bank Balance 30 September 2000</b>	<u><u><b>\$23,968.75</b></u></u>
<b>Bank Balance 30 September 2000</b>	<b>\$23,968.75</b>
Less: Money Remaining from PCC for AEC	<u><b>\$4,488.37</b></u>
<b>Available for Synod Expenses</b>	<u><u><b>\$19,480.38</b></u></u>

30 Sep 2000

**L'EGLISE PRESBYTERIENNE AU CANADA**  
**Le Synod du Québec et de l'Est de l'Ontario**  
**Statement of Receipts and Disbursements**

**THE PRESBYTERIAN CHURCH IN CANA**  
**The Synod of Quebec and Eastern Ontario**

**For the Period 1 January to 30 September 2000**

30 September 2000

	Actual 1999	Budget 2000	Actual to 30 Sep 2000
<b>Receipts</b>			
<b>Presbytery Assessments</b>			
Québec	\$2,275	\$3,613	\$3,613
Montréal	22,480	32,735	24,551
Seaway-Glengarry	11,607	16,902	5,000
Ottawa	20,146	29,336	23,336
Lanark & Renfrew	8,638	12,579	6,000
<b>Total Assessments</b>	<b>\$65,146</b>	<b>\$95,165</b>	<b>\$62,500</b>
Fund raising (See Note 1)/Donations	\$13,333	\$0	\$2,580
Synod meeting	186	300	
Donations for Meals - Council and Committees	98		
Refund of Bank Charges			25
Goods & Services Tax Refund Received	480		
Transportation 2000 for Youth Conference			1,800
<b>Total Receipts</b>	<b>\$79,242</b>	<b>\$95,465</b>	<b>\$66,905</b>
<b>Disbursements</b>			
<b>Administration</b>			
Synod Meeting	\$3,104	\$4,300	
Minutes	658	900	\$742
Host and Miscellaneous Expenses	600	450	
<b>Disbursements sub-total</b>	<b>\$4,362</b>	<b>\$5,650</b>	<b>\$742</b>
<b>Honoraria</b>			
Clerk	\$1,600	\$1,600	\$800
Treasurer	800	800	400
Audit/review	100	100	100
<b>Honoraria sub-total</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$1,300</b>
<b>Clerk's Office</b>			
Photocopying, postage, communication	\$31	\$800	\$415
Liability insurance	731	850	877
Conference		500	500
Bank/cheque expenses	710	40	
<b>Clerk's Office sub-total</b>	<b>\$1,472</b>	<b>\$2,190</b>	<b>\$1,792</b>

Note 1: The budget line for 2000 is zero because Synod does not have a person to lead fund raising.

<b>Disbursements (continued)</b>	<b>Actual 1999</b>	<b>Budget 2000</b>	<b>Actual to 30 Sep 2000</b>
<b>Committee Expenses</b>			
Synod Council	\$929	\$1,200	\$1,431
Congregational Life	496	1,600	1,105
Mission/Outreach	111	375	211
Resource team on sexual abuse/harassment	2,322	3,800	
Finance	70	500	329
Bank/cheque expenses	141		125
Gracefield Special Committee	81		91
Regional Staffing	86	500	216
Past Moderator Synod Review		300	
<b>Committee Expenses sub-total</b>	<b>\$4,236</b>	<b>\$8,275</b>	<b>\$3,508</b>
 <b>Programme costs and Mission related grants</b>			
Gracefield Camp & Conference Centre	\$37,000	\$34,000	\$34,000
Gracefield loan repayment & interest	17,500	22,500	7,000
Gracefield audit contribution			
Camp d'action biblique	1,000	1,000	1,000
Camp d'action biblique - Special Grant for Septic & Facility Upgrade (See Note 2)		5,000	5,000
CGIT		250	
PYPS	840	2,600	1,500
Canada 2000		2,000	3,852
Youth conference fund		1,000	1,000
Vie chrétienne	1,500	1,500	1,500
<b>Programme costs and Mission related grants sub-total</b>	<b>\$57,840</b>	<b>\$69,850</b>	<b>\$54,852</b>
 <b>Reserve funds</b>		\$4,400	
<b>Miscellaneous</b>			
 <b>Total Disbursements</b>	<b>\$70,411</b>	<b>\$92,865</b>	<b>\$62,194</b>
 <b>Deficit/Surplus (See Note 3)</b>	<b>\$8,832</b>	<b>\$2,600</b>	<b>\$4,712</b>

Note 2: First year of grant for \$5,000 in 2000, grant for \$5,000 per year in years 2001 & 2002 has been identified for the proposal. The Synod special grant will be used to partially contribute to projects to replace septic system and add to bathroom.

Note 3: It is anticipated that by 31 December 2000 there will be a surplus of approximately \$7,000.

**Area Education Consultant  
Funded by Presbyterian Church in Canada  
For the Period 1 January to 30 September 2000**

	<b>Actual 1999</b>	<b>Budget 2000</b>	<b>Actual to 30 Sep 2000</b>
<b>Receipts</b>			
PCC/WMS Grants for Regional Staffing Grants	\$56,810	\$87,362	\$9,820
Carried Forward from Money Received between 15 Sep 1999 and 31 Dec 1999			10,242
Total Available for AEC Contract, Stipend and Expenses	56,810	87,362	20,062
<b>Disbursements</b>			
Area Education Consultant Stipend and Expenses	46,568	87,362	15,574
<b>Net Surplus - for Area Education Consultant Activity</b>	<b>\$10,242</b>	<b>\$0</b>	<b>\$4,488</b>



5 YEAR FINANCIAL PROPOSAL FOR GRACEFIELD DEBTS AND SYNOD RESERVE FUND

The Finance Committee has developed the following proposal to provide guidance for the Synod on its long range financial planning.

This proposal does not include for the normal annual Synod expenses but summarizes the current and long term costs associated with Gracefield CCC.

In addition to its current commitments, we propose that the Synod assume to payments on the mortgage for the White Pine Lodge and at the same time develop a Synod Reserve Fund as good financial responsibility for extraordinary future expenses.

<u>Current Creditors</u>	<u>Year debt Incurred</u>	<u>Original Amount</u>	<u>Balance Jan 1, 2000</u>	<u>Scheduled Payments</u>	<u>Interest</u>
PCC Trustees	1997	\$65,000	\$26,000 **	\$13,000/yr	Prime + 2%
St. Andrew/St. Paul	1997	15,000	15,000	3 @ 5,000	0
St. Lambert	1997	5,000	5,000	1 @ 5,000	0
White Pine Mortgage	1989	85,000	49,100 **	11,500/yr	Prime + 1/2%

<u>BUDGET YEAR</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>TOTAL</u>
2000	GOC Operating Grant	\$34,000	
	PCC Trustees	15,400 (final payment)	
	St. Andrew/St. Paul		
	Synod Reserve		
	White Pine		\$ 58,800
2001			
	SEE REVISION (next Page) dated October 24, 2000 as per Synod changes	12,000 5,000 17,000	57,800
2002	GOC Operating Grant	33,000	
	St. Andrew/St. Paul	5,000	
	Synod Reserve	4,000	
	White Pine	16,500	58,500
2003	GOC Operating Grant	36,000	
	Synod Reserve	3,000	
	White Pine	18,000	57,000
2004	GOC Operating Grant	36,000	
			36,000

\*\* NOTE: This revision is based on the decision earlier this week by the Presbytery of Montreal to make a contribution of \$23,000 towards the Synod debts for Gracefield. \$12,600 will be used in 2000 to retire the debt to the PCC Trustees and the balance toward the mortgage for White Pine Lodge.

Prepared by  
John M. Paul  
Convenor - Finance Committee

NOTE: This financial proposal will need to be updated annually. When the 5 year GCCC plan is available for major capital and maintenance projects and equipment requirements it will have a significant impact on the long range financial plan.

J.M.P.

5 YEAR FINANCIAL PROPOSAL FOR GRACEFIELD DEBTS AND SYNOD RESERVE FUND

The Finance Committee has developed the following proposal to provide guidance for the Synod on its long range financial planning.

This proposal does not include for the normal annual Synod expenses but summarizes the current and long term costs associated with Gracefield CCC.

In addition to its current commitments, we propose that the Synod assume to payments on the mortgage for the White Pine Lodge and at the same time develop a Synod Reserve Fund as good financial responsibility for extraordinary future expenses.

<u>Current Creditors</u>	<u>Year debt Incurred</u>	<u>Original Amount</u>	<u>Balance Jan 1, 2000</u>	<u>Scheduled Payments</u>	<u>Interest</u>
PCC Trustees	1997	\$65,000	\$26,000 **	\$13,000/yr	Prime + 2%
St. Andrew/St. Paul	1997	15,000	15,000	3 @ 5,000	Ø
St. Lambert	1997	5,000	5,000	1 @ 5,000	Ø
White Pine Mortgage	1989	85,000	49,100 **	11,500/yr	Prime + 1/2%

<u>BUDGET YEAR</u>	<u>ACCOUNT</u>	<u>AMOUNT</u>	<u>TOTAL</u>
2000	GOC Operating Grant	\$34,000	
	PCC Trustees	15,400 (final payment)	
	St. Andrew/St. Paul	5,000	
	Synod Reserve	4,400	
	White Pine	Ø	\$ 58,800
2001	GOC Operating Grant	33,000	
	Synod reserve	1,000	
	St. Andrew/St. Paul	5,000	
	St. Lambert	5,000 (final Payment)	
	White Pine	13,800	57,800
2002	GOC Operating Grant .	33,000	
	St. Andrew/St. Paul	5,000 (final payment)	
	Synod Reserve	4,000	
	White Pine	16,500	58,500
2003	GOC Operating Grant	36,000	
	Synod Reserve	3,000	
	White Pine	18,000	57,000
2004	GOC Operating Grant	36,000	
			36,000

\*\* NOTE: This revision is based on the decision on October 17, 2000 by the Presbytery of Montreal to make a contribution of \$23,000 towards the Synod debts for Gracefield. \$12,600 will be used in 2000 to retire the debt to the PCC Trustees and the balance toward the mortgage for White Pine Lodge.

Prepared by

John M. Paul

Convenor - Finance Committee

NOTE: This financial proposal will need to be updated annually. When the 5 year GCCC plan is available for major capital and maintenance projects and equipment requirements it will have a significant impact on the long range financial plan.

J.M.P.

## SYNOD OF QUÉBEC AND EASTERN ONTARIO

Revised  
September 22, 2000DRAFT BUDGET 2001

REVENUE	1999 Dollar Base	%	ACTUAL 1999	BUDGET 2000	BUDGET 2001
<u>Presbytery Assessments</u>					
Quebec	270,921	3.2	\$ 2,275	\$ 3,613	\$ 2,640
Montreal	3,019,058	35.7	22,480	32,735	29,460
Seaway-Stengarry	1,542,756	18.2	11,607	16,902	15,020
Ottawa	2,635,193	31.2	20,146	29,336	25,750
Lanark-Renfrew	988,546	11.7	8,638	12,579	9,655
Total Assessments	8,456,474		\$65,146	\$95,165	\$82,525 (1)
<u>Other Revenues</u>					
Fund Raising / Donations			\$13,333	0	0 (2)
Synod Meeting			186	\$500	\$500
Other			578	0	0
<u>TOTAL REVENUES</u>			\$79,242	\$95,465	\$82,825
<u>DISBURSEMENTS</u>					
<u>Administration</u>					
Synod Meeting			\$ 3,104	\$ 4,300	\$ 3,500
Minutes			658	900	900
Host and Miscellaneous			600	450	450
Admini-			4,362	5,650	4,850
<u>Honoraria</u>					
Clerk			\$ 1,600	\$ 1,600	\$ 1,600
Treasure			800	800	800
Audit Rev			100	100	100
Honoraria Sub-total			2,500	2,500	2,500
<u>Clerk's Office</u>					
Photocopying, Postage, Communication			\$ 31	\$ 800	\$ 300
Liability Insurance			731	850	900
Conference			0	500	250
Bank/Cheque Expenses			851	40	50
Clerk's Office Sub-total			1,613	2,190	2,000
<u>Committee Expenses</u>					
Synod Council			\$ 929	\$ 1,200	\$ 1,100
Congregational Life			496	1,600	600
Mission/Outreach			111	375	475
Resource Team on Sexual Abuse/Harassment			2,322	3,800	500
Finance			70	500	400
Regional Staffing			86	3,100	500
Past Moderator Synod Review			0	300	100
Gracefield Special Committee			8	0	0
Committee Expenses Sub-total			4,022	10,875	3,675
<u>DISBURSEMENTS SUB-TOTAL</u>			12,497	21,215	13,025

SEE REVISION (next page)  
dated October 24, 2000  
as per Synod changes

## SYNOD OF QUÉBEC AND EASTERN ONTARIO

Revised

October 24, 2000

BUDGET 2001

<u>REVENUE</u>	1999		ACTUAL	BUDGET	BUDGET
<u>Presbytery Assessments</u>	Dollar Base	%	1999	2000	2001
Quebec	270,921	3.2	\$ 2,275	\$ 3,613	\$ 2,640
Montreal	3,019,058	35.7	22,480	32,735	29,460
Seaway-Glengarry	1,542,756	18.2	11,607	16,902	15,020
Ottawa	2,635,193	31.2	20,146	29,336	25,750
Lanark-Renfrew	988,546	11.7	8,638	12,579	9,655
Total Assessments	8,456,474		\$65,146	\$95,165	82,525 (1)
<u>Other Revenues</u>					
Fund Raising /Donations			\$13,333	0	0 (2)
Synod Meeting			186	\$300	\$300
Other			578	0	0
<u>TOTAL REVENUES</u>			<u>\$79,242</u>	<u>\$95,465</u>	<u>\$ 82,825</u>
<u>DISBURSEMENTS</u>					
<u>Administration</u>					
Synod Meeting			\$ 3,104	\$ 4,300	\$ 3,500
Minutes			658	900	900
Host and Miscellaneous Expenses			600	450	450
Administration Sub-total			<u>4,362</u>	<u>5,650</u>	<u>4,850</u>
<u>Honoraria</u>					
Clerk			\$ 1,600	\$ 1,600	\$ 1,600
Treasurer			800	800	800
Audit Review			100	100	100
Honoraria Sub-total			<u>2,500</u>	<u>2,500</u>	<u>2,500</u>
<u>Clerk's Office</u>					
Photocopying, Postage, Communication			\$ 31	\$ 800	\$ 300
Liability Insurance			731	850	900
Conference			0	500	250
Bank/Cheque Expenses			851	40	50
Clerk's Office Sub-total			<u>1,613</u>	<u>2,190</u>	<u>2,000</u>
<u>Committee Expenses</u>					
Synod Council			\$ 929	\$ 1,200	\$ 1,100
Congregational Life			496	1,600	600
Mission/Outreach			111	375	475
Resource Team on Sexual Abuse/Harassment			2,322	3,800	500
Finance			70	500	400
Regional Staffing			86	3,100	500
Past Moderator Synod Review			0	300	0
Gracefield Special Committee			8	0	0
Committee Expenses Sub-total			<u>4,022</u>	<u>10,875</u>	<u>3,575</u>
<u>DISBURSEMENTS SUB-TOTAL</u>			<u>12,497</u>	<u>21,215</u>	<u>12,925</u>

DRAFT BUDGET 2001Revised F112R  
October 21, 2000

	ACTUAL 1999	BUDGET 2000	BUDGET 2001
DISBURSEMENTS BROUGHT FORWARD	\$ 12,497	\$ 21,215	\$-13,025
<u>Program Costs and Grants</u>			
Gracefield			
Operating Grant	37,000	34,000	33,000
PCC Loan Repayment	17,500	17,500	0 (4)
Church Loans (St.A&P and St. Lambert)	0	5,000	10,000 (3)
White Pine Mortgage	0	0	13,800
Congregational Life			
Youth Programs	840	5,850	1,000
Triennium	0	0	3,000
Finance			
Reser-	0	4,400	0
SEE REVISION (next page)	0	0	0
dated October 24, 2000	1,000	1,000	1,000
as per Synod changes	0	5,000	5,000 (5)
Re. -ptic system	1,500	1,500	1,500
Sex	6,883	0	0 (6)
/ Harassment	0 (8)	0 (8)	1,500
Program Costs and Grants Sub-total	64,723	74,250	69,800
TOTAL DISBURSEMENTS	\$ 77,293	\$ 95,465	\$ 82,825
SURPLUS / (DEFICIT)	\$ 1,949	0	0
SYNOD RESERVE December 31, 1999	\$ 8,752		

REGIONAL STAFFING (7)REVENUE

PCC / WMS Grants	\$ 56,810	\$ 87,362
------------------	-----------	-----------

DISBURSEMENTS

Staff Salaries and Expenses	46,568
-----------------------------	--------

Cash on Hand December 31, 1999	10,242
--------------------------------	--------

- Notes:
- (1) Reduction of over 13% in the total assessments from 2000
  - (2) This line blank for 2000 and 2001 as fund raising program is not in place
  - (3) St. Lambert paid off - St. A&P requires a \$5000 payment in 2002.
  - (4) Paid off in 2000 with part of the donation from Montreal Presbytery.
  - (5) A further grant of \$5000 in 2002 will complete this commitment
  - (6) This expense transferred to Regional staffing in 2000
  - (7) Regional Staffing - This is a flow thru account from PCC/WMS for regional staff and their expenses, therefore it is being separated from the regular Synod budget.
  - (8) In 1999 and 2000 shown under Committee Expenses

BUDGET 2001

F112R1

Revised  
October 24, 2000

	ACTUAL 1999	BUDGET 2000	BUDGET 2001
DISBURSEMENTS BROUGHT FORWARD	\$ 12,497	\$ 21,215	\$ -12,925
<u>Program Costs and Grants</u>			
Gracefield			
Operating Grant	37,000	34,000	33,000
PCC Loan Repayment	17,500	17,500	0 (4)
Church Loans (St.A&P and St. Lambert)	0	5,000	10,000 (3)
White Pine Mortgage	0	0	13,800
Congregational Life	840	5,850	1,000
Youth Programs	0	0	3,000
Triennium			
Finance	0	4,400	0
Reserve Fund	0	0	100
Contingency	1,000	1,000	1,000
Camp d'action biblique	0	5,000	5,000 (5)
Camp d'action biblique - Septic system	1,500	1,500	1,500
Vie chretienne	6,883	0	0 (6)
Regional Staffing	0 (8)	0 (8)	1,500
Sexual Abuse / Harassment			
Program Costs and Grants Sub-total	64,723	74,250	69,900
TOTAL DISBURSEMENTS	\$ 77,293	\$ 95,465	\$ 82,825
SURPLUS / (DEFICIT)	\$ 1,949	0	0
SYNOD RESERVE December 31, 1999	\$ 8,752		

REGIONAL STAFFING (7)REVENUE

PCC / WMS Grants \$ 56,810 \$ 87,362

DISBURSEMENTS

Staff Salaries and Expenses 46,568

Cash on Hand December 31, 1999 10,242

- Notes:
- (1) Reduction of over 13% in the total assessments from 2000
  - (2) This line blank for 2000 and 2001 as fund raising program is not in place
  - (3) St. Lambert paid off - St. A&P requires a \$5000 payment in 2002.
  - (4) Paid off in 2000 with part of the donation from Montreal Presbytery
  - (5) A further grant of \$5000 in 2002 will complete this commitment
  - (6) This expense transferred to Regional staffing in 2000
  - (7) Regional Staffing - This is a flow thru account from PCC/WMS for regional staff and their expenses, therefore it is being separated from the regular Synod budget.
  - (8) In 1999 and 2000 shown under Committee Expenses



## EVALUATION FORM

SYNOD 2000

ST. PAUL'S, OTTAWA

SCORING

X Not present for or did not use

5 - excellent 1 - poor

#  
replies  
total  
score  
aver.  
%  
roundREGISTRATION

Pre-registration

Registration desk

Availability of reports

WORSHIP

Friday with communion

Saturday

SEDERUNTS

1st. Friday afternoon

2nd. Friday evening

3rd. Saturday morning

4th. Saturday afternoon

REPORTS

Synod Council

Finance

GOC

GOC Special committee

Missions / Robert Fund

Congregational Life

WHS

Regional Staffing

Nominating

Sexual Abuse / Harassment

Synod Format

#  
replies  
total  
score  
aver.  
%  
roundMEALS / REFRESHMENTS

Friday lunch

Friday dinner

Friday Fellowship hour

Saturday lunch

Refreshment breaks

OTHER

Book Display

Peter Rombeek/Canada 2000

Billet

Sound System

Colleen Smith Ø

Ø Colleen not on original evaluation

COMMENTS:

optional Name

Telephone

TOTAL REPLIES 25

PLEASE RETURN TO  
REGISTRATION DESK  
BEFORE LEAVING OR  
FAX TO 729-2861 OR  
BEFORE OCTOBER 27.

1. - It would be nice to see some female leadership in worship
  - Please in future let us not meet in sanctuaries where stare at the back of each other's heads - in a circle on chairs or round tables
  - Note in reference to Sederunts and reports "Sederunts and reports transcend evaluation."
2. - Work was carefully done, reports generally informative but often wording of recommendations confusing and resulting in procedural havoc. Clerk should vet recommendations for clarity and wording
3. - Registration would have been easier with e-mail
  - Worship and lack of female participation was disconcerting
  - Format - should not meet in sanctuary but at tables.
4. - Lunch improvement on previous years
  - St. Paul's should be congratulated on their great efforts
5. - It was very surprising that Tom Gemmel came but found no time to address the court
  - A conference time would be useful
6. - General flow of meeting could have been tightened up quite a bit with more adherence to procedures
7. - First time attendee
  - Impressed by the time and effort put in by a lot of people ie committees
  - Too much nit picking by some members
8. - This Synod meeting much superior to last years, it moved along very well
  - There are still people who thrive on hearing their own voices but contribute little to the functions of Synod.
9. - I was very surprised to see that Friday's opening worship was run entirely by eight men, not a woman anywhere. Are they not worthy?
  - However Joan Sampson's greeting us in the hallway was warm and welcoming.
  - For goodness sake give us a break and finish by lunchtime (Saturday)
  - As always I'd be happy to see Synod abolished.