
**Eastern Ontario Outaouais Regional Council
General Meeting, February 22nd 2020**

AGENDA

9.30 Coffee and Registration

9.45 Gathering music

10.00 Meeting begins in the sanctuary/ Call to Order / Acknowledgement of the land and Welcome

Enabling Motions (see **appendix A**)

2020-02-22_XYZ MOTION (/) that the enabling motions as circulated be adopted.

Scrutineer

2020-02-22_XYZ MOTION (/) that the following people serve as Scrutineers: Wayne Harris, ...

Parliamentarians

2020-02-22_XYZ MOTION (/) that Grant Dillenbeck serve as Parliamentarian.

Agenda

2020-02-22_XYZ MOTION (/) That the agenda as circulated be adopted.

Minutes from the Inaugural Meeting

2020-02-22_XYZ MOTION (/) That the minutes of the Eastern Ontario Outaouais Regional Council General Meeting of October 5, 2019 be accepted as circulated.

10.10 Opening Worship

10.30 Governance Handbook Update

(Terms of Reference)

Pastoral Relations Commission (see **appendix B**)

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council accepts the recommendation of the Executive to approve the terms of reference of the Pastoral Relations Commission.

Spiritual Care Hospital Ministry Leadership Team (see **appendix C**)

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council accepts the recommendation of the Executive to approve the terms of reference of the Spiritual Care Hospital Ministry Leadership Team.

Youth and Young Adult (YAYA) Leadership Team (see **appendix D**)

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council accepts the terms of reference of the Youth and Young Adult (YAYA) Leadership Team.

Nominations Leadership Team (see **appendix E**)

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council accepts the terms of reference of the Nominations Leadership Team.

Property Leadership Team (see **appendix F**)

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council accepts the terms of reference of the Property Leadership Team.

Scrivens/Baillie Leadership Team (To be distributed at meeting)

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council accepts the terms of reference of the Scrivens/Baillie Leadership Team.

-or-

Leadership Teams without a completed Terms of Reference (If not distributed in time)

2020-02-22_XYZ MOTION (/) that this Meeting of Eastern Ontario Outaouais Regional Council provisionally adopt the Terms of Reference of the Scrivens/Baillie Leadership Teams as written in the Governance Handbook, with the understanding that the completed Terms of Reference will be presented at the Annual General Meeting in May 2020.

(Policies)

Pastoral Relations Travel Policy

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council adopt the Pastoral Relations Travel Policy.

Authorization to Perform Marriage and Voluntary Associate Minister (VAM) Policy

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council adopt the Authorization to Perform Marriage and Voluntary Associate Minister (VAM) Policy.

Community of Faith Supervisors Policy and Practice

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council adopt the Community of Faith Supervisors Policy and Practice.

Policy Regarding Financial Appeals at Annual Meetings of the Regional Council

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council adopt the Policy Regarding Financial Appeals at Annual Meetings of the Regional Council.

Policy Regarding Proceeds from the Sale of Property

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council adopt the Policy Regarding Proceeds from the Sale of Property.

11.00 Finance Report and Budget (see **appendix G**)

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council approve the 2019 financial statement as circulated.

11.15 Clusters

11.30 Veterans Housing Project Presentation

2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council agree with the decision of the Executive allowing Multifaith Housing Initiative (MHI) to solicit funds widely across the Regional Council.

2020-01-23_016 MOTION (T. Burnett-Cole/ T. Demirdjian-Petro) that the Eastern Ontario Outaouais Regional Council Executive concurs with the request of the Multifaith Housing Initiative (MHI) to solicit funds widely across the Regional Council. Carried

11.45 Nominations: Affirm United, Executive, President Elect, General Council
2020-02-22_XYZ MOTION (/) That the Eastern Ontario Outaouais Regional Council direct Nominations to seek out an Affirm Leadership Team.

11.55 Grace and directions for lunch

12.00-1.00 Lunch

12.45 Gathering music

1.00 sharp reconvene in sanctuary

1.05 Pastoral Relations Commission Report

1.25 United Theological College Presentation

1.45 Faith and the Common Good

2.00 Outstanding business report from “the Compassionate Ottawa Initiative”

2.30 Welcome to Cornwall, NAVCAN and Knox St. Paul’s :Presentation for May 1,

3.00 Enabling Motions

2020-02-22_XYZ MOTION (/) that following the rise of the General Meeting of the Eastern Ontario Outaouais Regional Council, all powers of the Regional Council be granted to the Executive until the next Annual General Meeting.

2020-02-22_XYZ MOTION (/) that the meeting be adjourned after the closing worship, and that the President declares this general meeting of the Eastern Ontario Outaouais Regional Council duly concluded.

3.05 Closing Worship

Appendices:

Appendix A	Enabling Motions
Appendix B	Pastoral Relation Commission Terms of Reference
Appendix C	Spiritual Care Hospital Ministry Leadership Team Terms of Reference
Appendix D	Youth and Young Adult (YAYA) Leadership Team Terms of Reference
Appendix E	Nominations Leadership Team Terms of Reference
Appendix F	Property Leadership Team Terms of Reference
Appendix G	Reviewed financial statement for 2019

Appendix A**Enabling Motions****1. Regional Council Roll:**

That the Ministerial Roll of the Regional Council (including candidates for Ordination and Admission currently serving in appointment and who are recognized as the sole ministry personnel within the pastoral relationship) and the non-Ministerial Roll of the Regional Council thus constituted be now taken as read.

2. Other Delegates:

That anyone who has a role to play at the General Meeting of the Eastern Ontario Outaouais Regional Council (e.g. members of the Regional Council Executive, Chairs of Leadership Teams and who has not been appointed as a delegate by her/his Community of Faith), be a full delegate with all the privileges of other delegates, and that the youth and young adult representatives from each Community of Faith be full delegates.

3. Corresponding Members:

That the students serving this Regional Council; those present as invited guests of this Regional Council, resource persons, all who have registered for the Youth and Young Adult Event and other guests recognized by this court, be invited to sit as corresponding members of the Court.

4. Minimum Number of Members at Meetings:

That the minimum number of members for any session of this Regional Council is present (C.4.3, The Manual 2019).

5. Agenda:

That the agenda as printed and circulated, the reports, and the daily Agenda, be adopted as the Agenda for this meeting, subject to such changes as may be determined by the Chair and approved by this Court.

6. Procedures for Reports:

That the following procedure with respect to reports being presented at the Regional Council be adopted.

a. Reports and any attendant recommendations be dealt with in the allotted time.

b. If action has not been completed in the allotted time, then the Regional Council may:

i. Request that additional time on the Agenda be arranged by the Chair

ii. Refer the report with its recommendation(s) to the appropriate body or bodies concerned, along with power to issue

iii. Refer the report with its recommendation(s) to the Executive of the Regional Council for such action as the Executive deems appropriate.

7. Meeting of the Executive:

That the Executive (which is empowered to act on behalf of the Regional Council between the meetings of the Court) be empowered to meet, if necessary, during the sessions of this Regional Council meeting and report those matters which require the approval of this Court.

8. Inclusive Language:

It is recommended that every attempt be made to use inclusive (non-sexist) language in all worship, reports, petitions and discussions in this Court.

9. Scrutineers:

That the *Scrutineers* be appointed from the membership of the Court.

10. Parliamentarians:

That the *Parliamentarians* be appointed from the membership of the Court.

11. Financial Policy to address requests for unbudgeted expenses:**Policy Regarding Financial Appeals at Annual Meetings**

POLICY NAME: Policy regarding Financial Appeals at the Annual Meeting of the Regional Council	<i>Date Approved: February 26, 2019</i>
	<i>Review date:</i>
Purpose: The purpose of this policy is to clarify limits of the budget process. The Manual C.2.5.	

Preamble

This document outlines the Eastern Ontario Outaouais Regional Council's policy and best practices regarding requests for funding outside of the approved annual budget at the annual meeting.

Policy

It is the policy of the Eastern Ontario Outaouais Regional Council to affirm and uphold the use and function of the Business Committee for matters coming to the floor of the Annual Meeting of the Regional Council.

It is the policy of the Eastern Ontario Outaouais Regional Council that any motion committing the Eastern Ontario Outaouais Regional Council to the expenditure of non-budgeted sums of money be required to have a budget attached;

It is the policy of the Eastern Ontario Outaouais Regional Council that any motion committing the Eastern Ontario Outaouais Regional Council to non-budgeted expenditures which are presented during the Annual Meeting be automatically referred to the Executive who may request input from the Finance Team first before making the decision;

It is the policy of the Eastern Ontario Outaouais Regional Council that in the interests of fairness and justice, requests for funding of projects or groups not covered in the existing Financial budgets be subject to conditions and criteria similar to those that are currently expected of requests for Mission Support, and other funds available within the Regional Council.

Appendix B

Pastoral Relations Commission

COMMISSION: Pastoral Relations Commission	Date Approved:
	Review date:
Responsibilities: Administer Pastoral Relations for the Regional Council	

Terms of Reference for Pastoral Relations Commission

Responsibilities of Regional Council as outlined in The Manual (Section C.2.8 Pastoral Relations):

The regional council is responsible for co-operating with communities of faith in

- a) recruiting, choosing, calling, appointing, and covenanting with ministry personnel and communities of faith;
- b) ending calls, appointments, and covenants with ministry personnel and other staff; and
- c) appointing a regional council liaison officer to assist a community of faith in pastoral relations matters at designated times.

Mandate of the Pastoral Relations Commission

The Pastoral Relations Commission's mandate is to work with the Regional Council's Minister of Pastoral Relations and a team of volunteer Liaisons and Pastoral Charge Supervisors to maintain a close relationship between the Regional Council and the pastoral charges.

When a change in pastoral relations occurs, the Pastoral Relations Commission shall:

- through its Liaisons, assist Communities of Faith in the development of a Pastoral Charge Profile and in the search for new ministry personnel. At any point in the pastoral relationship, Liaisons may assist Communities of Faith in clarification of their vision, mission and ministry needs.
- appoint a member of the regional council as Pastoral Charge Supervisor if a community of faith that is a pastoral charge has no called or appointed member of the order of ministry or designated lay minister. The Pastoral Charge Supervisor responsibilities are found in The Manual, 2019 of the United Church, section I.2.5.2 (b).

The Pastoral Relations Commission will train the Liaisons and Pastoral Charge Supervisors to carry out their roles with the Communities of Faith. The Liaisons will then be responsible for the training of the profile committee and the search committee of the Community of Faith.

The Pastoral Relations Commission will establish a sub-committee to be responsible for the continuing contact with retired Ministry personnel. The sub-committee will create their terms of reference to be approved by the Pastoral Relations Committee.

The sub-committee members will be responsible for specific areas of the Eastern Ontario Outaouais Region.

The Pastoral Relations Commission will host training sessions for the Ministry and Personnel Committees of the Community of Faiths within the Eastern Ontario Outaouais Regional Council.

Membership Size

Chair, Scribe and 8 -10 members, with geographic representation if possible.

Regional Minister for Pastoral Relations, ex officio member and staff resource.

Term of Office

Chair – 3 years (renewable once);
Scribe – 3 years (renewable once);
Members – 3 years (renewable once)

The original members of the Pastoral Relations Commission will be in place for the first three (3) years, January 1, 2019 to December 31, 2021. As of January 1, 2022 one-third of the Commission members will rotate off with new members being added each year.

Responsibilities

Chair - Call the meetings, prepare an agenda, open meetings with prayer, and consult with both the Regional Minister for Pastoral Relations and the Scribe.

Scribe – Take minutes of meetings, circulate agenda, minutes and other documentation as required and consult with both the Regional Minister for Pastoral Relations and the Chair.

Distribution of minutes

Minutes will be distributed to the Commission members and the Eastern Ontario Outaouais Regional Council executive.

The minutes will also be posted on the Eastern Ontario Outaouais Regional Council's website.

Time Commitment / Meeting Frequency

Meetings to be held the second Tuesday of each month.

Appendix C

Spiritual Care Hospital Ministry

LEADERSHIP TEAM: Spiritual Care Hospital Ministry	Date Approved:
	<i>Review date:</i>
Responsibilities: Program of volunteer spiritual care visitors serving hospitalized members of the United Church of Canada.	

Responsibilities

The Spiritual Care Hospital Ministry (SCHM) is a program of volunteer spiritual care visitors serving hospitalized members of the United Church of Canada who do not have immediate access to pastoral care from a home congregation. Many who identify an affiliation with the United Church are no longer able to attend their faith communities due to age, illness, or relocation, so the SCHM is their only church contact. The SCHM provides spiritual care for those patients who desire it. This program is currently active in the three major hospitals within EOORC (Queensway-Carleton, the Ottawa Civic and the General). While situated in Ottawa, this program is of service to the wider EOORC area since many patients admitted to these hospitals come from towns and rural areas throughout the Regional Council. The SCHM ensures patients who are at a distance from their community of faith receive spiritual care during their hospital stay. For patients connected to a community of faith, the SCHM makes contact with their minister or pastoral care team, if requested.

Spiritual Care Hospital Ministry Membership

There shall be at least four members of the SCHM Leadership Team, including at least one Order of Ministry and one lay member. Each hospital has one United Church Visiting Team Coordinator and one United Church representative to its (ecumenical and interfaith) Spiritual Care Advisory Committee, all of whom become members of the SCHM Leadership Team. At least one member of the Leadership Team should be a pastoral care visitor from a congregation/community of faith.

Spiritual Care Hospital Ministry Volunteers

All volunteers in the SCHM are required to complete the Ottawa Pastoral Care Training Program as well as hospital volunteer resources training. The Visiting Team Coordinator for each hospital is responsible for recruiting and training new volunteers. They also support volunteers with regular gatherings to share and reflect on experiences.

New volunteers must have completed an authorized Police Check. An appointment letter signed by a representative of EOORC must be submitted to the hospital administration. Authorized volunteers are provided parking passes by the hospital.

Budget

The budget for this program is \$100 per year to cover the cost of visiting cards, United Church badges, and printed spiritual comfort pamphlets containing relevant prayers, hymns and readings.

Resources

The SCHM shall maintain a current contact list of United Church ministry personnel within EOORC. These lists are required by the administrative staff of the hospitals, so hospital staff can connect with a patient's minister in times of crisis, if a request has been made. Spiritual Care volunteers use these lists to contact a patient's congregation, if requested. The SCHM shall also maintain a current contact list of United Church Pastoral Care teams in the Regional Council to facilitate communication of hospital issues concerning clergy and congregational visitors.

Procedures

The SCHM shall meet monthly (online or face-to-face), and at least once annually in person. Any three members shall constitute a quorum for the business of the meeting.

Program Reach

The SCHM program is a unique initiative geared to the particular circumstances of large urban hospitals that receive a high volume of patients not only from within the city but also from surrounding communities. While the SCHM already serves the wider Eastern Ontario Outaouais Regional Council for this reason, the Ministry team will endeavour to make connections with other hospitals in the regional council to share best practices of this program and foster the development of similar programs as needed.

Revised December 31st 2019

Appendix D

Youth and Young Adult (YAYA)

LEADERSHIP TEAM: Youth and Young Adult (YAYA)	Date Approved:
	Review date:
Responsibilities: Organize and oversee the Youth and Young Adult ministry of the Regional Council	

Mandate

The Mandate of the Youth and Young Adult (YAYA) Leadership Team of the Eastern Ontario Outaouais Regional Council (EOORC) is to organize and oversee the Youth and Young Adult ministry of the Regional Council. The Leadership Team will fulfill this responsibility by initiating its own programs and activities, by working with and supporting the Regional Council's Youth and Young Adult Minister, by connecting with other ministries, organizations and groups that offer YAYA programs within the Region - such as Camp Awesome, Worshiplude, residential camps, campus ministries, and clusters and networks of communities of faith and individuals engaged with youth and young adults - and by administering the annual YAYA program budget of the Regional Council.

Accountability

The Youth and Young Adult Leadership Team is accountable to the Regional Council.

Authority

- The Leadership Team may initiate, support, evaluate, and end its own Youth and Young Adult programs and activities within the Regional Council. This authority will be exercised collaboratively and in consultation with the participants and leaders of its programs and activities.
- The Leadership Team may choose to support programs and activities initiated and led by other groups or organizations within the Regional Council, eg., residential camps. This authority will be exercised collaboratively and in consultation with the initiating groups or organizations.
- The Leadership Team may offer advice, guidance and support to the Youth and Young Adult Minister. The Leadership Team does not have the authority to give direction to, nor evaluate the work of, the YAYA Minister.
- The Leadership Team will oversee and administer the Youth and Young Adult Ministry program budget of the Regional Council, including making decisions about the distribution of funds.

Membership

- The YAYA Leadership Team will have up to 12 members.
- The Team will strive for gender, geographical, age, and vocational diversity among its members.

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- The Team will invite applications from prospective members through its own networks and through the Regional Council's communication system and will bring a proposed slate of members to the Annual Meeting of the Regional Council for approval.
 - The Regional Council's Youth and Young Adult Minister will be an ex-officio member of the Leadership Team.
 - The Team will elect a Chair, a Vice-Chair and a Secretary from among its members annually.

Duties of the Chair

- The Chair will work closely with the Youth and Young Adult Minister to set the agenda for Team meetings and to follow up on the decisions and recommendations of the Team.
- The Chair will call and chair meetings of the Team.
- The Chair will report on the work of the Team to the Regional Council and its Executive as required.

Duties of the Vice-Chair

- The Vice-Chair will assume the duties of the Chair in the event that the Chair is unable to do so.

Duties of the Secretary

- The Secretary will make, keep and distribute Minutes of all meetings of the Leadership Team.

Meetings

- The Team will meet at least four times in a year.

Term of Office

- Members will serve a three year term, which may be renewed.

Appendix E

Nominations Leadership Team

LEADERSHIP TEAM: Nominations	Date Approved:
	Review date:
Responsibilities: To administer process of election/nomination for the Regional Council	

Preamble

We believe that the body of Christ is made up of many parts, that we need many parts for the Church to live into its full mission and purpose. We believe that God has called us to serve in diverse and unique ways and that God equips us with a variety of gifts and skills with which to serve the Church. The Nominating Committee aspires to connect the needs of the Regional Council, with the call of God for the RC and with the particular gifts and skills of the individual members of the RC.

Membership

Diverse geographically and in others ways and feel called to this work. Our past president will be encouraged to be a member.

Mandate

- To ensure openings for positions are clearly communicated
- To prayerfully discern and seek out the right people for the right positions
- To keep track of the terms of office for various positions
- To actively assist in the recruitment through advertising, seeking out and asking individuals to consider serving in a particular position
- To encourage and actively seek out diversity as much as is possible (age, geographic, gender, race, sexual identity, Indigenous, lay and ordered)

Responsibilities

The Nominating Committee is tasked with helping to ensure that positions of the Executive, Leadership Teams and other particular roles (such as Commissioners to General Council) are filled within the Eastern Ontario Outaouais Regional Council and that members of the RC are made aware of and are encouraged to seek out opportunities to serve.

Procedures and Applications

- Nominations forms available on the website under nominations
- Advanced advertising of positions
- Attention to diversity during the leadership teams discernment process

Appendix F

Property Leadership Team

LEADERSHIP TEAM: Property	<i>Date Approved:</i>
	<i>Review date:</i>
Purpose: To assist the Eastern Ontario Outaouais Regional Council meet its responsibilities as outlined in the 2019 The Manual C.2.6.	

Purpose

The Property Leadership Team of the Eastern Ontario Outaouais Regional Council shall assist the Regional Council meet its responsibilities as outlined in The Manual C.2.6.

The Property Leadership Team shall exercise specific responsibilities to serve, support and provide oversight of the viability and property matters of the Communities of Faith.

Membership

The Property Leadership Team will consist of:

- Members from the Communities of Faith elected by the Nominations process;
- The Executive Minister as staff support

Terms of Appointment

Members will serve staggered terms of three years, at least two being appointed each year. There is a possibility of reappointment.

Meetings

The Property Leadership Team will meet as needed, primarily by videoconference call. As needed, and possible, the committee may meet in person.

Duties**Property**

- provide support and guidance to Communities of Faith on all matters pertaining to property;
- make recommendations to the Eastern Ontario Outaouais Regional Council on the meaning of the terms “other major assets” and “major renovations” and communicate the meanings of those terms to each community of faith within the bounds served by the Regional Council; □
- receive and provide guidance to Communities of Faith requesting to buy, sell, mortgage, exchange, renovate, lease, or otherwise deal with community of faith property;
- review and make recommendations to the Executive regarding the buying, leasing or major renovations of community of faith property or other major assets including the proposal of financing the transactions;
- review and, in consultation with the Church Extension Committee, make recommendation to the Executive on the plans of Community of Faith property transactions involving extensive renovations or rebuilding;

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- review and make recommendations to the Executive regarding the disposition of surplus property resulting from closure, disbanding or amalgamations and where communities of faith cease to exist, including the distribution of proceeds within denominational policies and guidelines and in accordance with Eastern Ontario Outaouais Regional Council established policies; and
 - review and, in consultation with the Pastoral Relations Leadership Team, make recommendation to the Executive on the plans of Community of Faith property transactions and the utilization of the proceeds of such transactions due to altering or changing ministry focus.

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2019 Financial Report and Proposed 2020 Budget, September 30, 2019

	Governance			Mission & Ministry			Total		
	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget
Income									
Grant - Assessments	325,000	325,000	325,000	0	0	0	325,000	325,000	325,000
Grant - Assessment (Executive Minister/Assistant	33,500	33,500	33,500	0	0	0	33,500	33,500	33,500
Grant - Mission & Service Fund	0	0	0	289,000	289,000	289,000	289,000	289,000	289,000
Grant - Special Funding	2,500	0	0	0	0	0	2,500	0	0
Donated Expenses	126	0	0	0	0	0	126	0	0
McKendry Fund	1,720	1,500	1,500	0	0	0	1,720	1,500	1,500
Mission & Service Fund Donations	0	0	0	1,302	0	0	1,302	0	0
Student Fund - Donation	20	0	0	0	0	0	20	0	0
Transfer Baillie/Scrivens Youth Salary/Program	0	0	0	19,000	19,000	20,400	19,000	19,000	20,400
Transfer Baillie/Scrivens Granting	0	0	0	10,400	19,000	20,400	10,400	19,000	20,400
Transfer EOORC Fund	6,720	6,720	18,000	10,080	10,080	18,000	16,800	16,800	36,000
Transfer Mission Strategy Grants	0	0	0	29,500	55,000	70,000	29,500	55,000	70,000
Youth Programming Revenue	0	0	0	1,705	0	0	1,705	0	0
Total Income	369,586	366,720	378,000	360,988	392,080	417,800	730,574	758,800	795,800
Expenses (net of Recoveries)									
Clusters, Leadership Teams, Networks (Schedule 1)	3,889	4,800	8,000	4,548	7,400	12,000	8,437	12,200	20,000
Candidate for Ministry Grants	2,700	2,700	2,700	0	0	0	2,700	2,700	2,700
Congregational Reviews & Support	0	10,000	10,000	0	0	0	0	10,000	10,000
Finance and Archives (Schedule 2)	20,796	30,500	30,620	0	0	0	20,796	30,500	30,620
Mission & Service Fund Donations	0	0	0	1,302	0	0	1,302	0	0
Mission Strategy Grants	0	0	0	29,500	55,000	70,000	29,500	55,000	70,000
Mission Support Grants (Schedule 3)	0	0	0	143,655	145,000	145,000	143,655	145,000	145,000
Office Costs (Schedule 4)	10,441	16,575	16,575	305	500	500	10,746	17,075	17,075
Partnership Ministries (Schedule 5)	0	0	2,500	2,600	2,450	5,850	2,600	2,450	8,350
Personnel (Schedule 6)	213,430	221,000	223,500	128,630	132,600	135,600	342,060	353,600	359,100
Regional Meetings (Schedule 7)	41,041	64,500	66,000	0	0	0	41,041	64,500	66,000
Technology and Communications (Schedule 8)	7,727	9,000	9,500	0	0	0	7,727	9,000	9,500
Youth Grants	0	0	0	10,400	19,000	20,400	10,400	19,000	20,400
Youth Programming (Schedule 9)	0	0	0	12,539	5,000	15,500	12,539	5,000	15,500
Total Expenses	300,023	359,075	369,395	333,480	366,950	404,850	633,502	726,025	774,245
Net income (deficit) from general operations	69,563	7,645	8,605	27,508	25,130	12,950	97,071	32,775	21,555

Appendix G

Eastern Ontario Outaouais Regional Council of The United Church of Canada
2019 Financial Report and Proposed 2020 Budget, September 30, 2019

	Schedule 1 - Clusters, Leadership Teams, Networks			Governance			Mission & Ministry			Total		
	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget
Camping Leadership Team	0	0	0	0	0	0	89	400	400	89	400	400
Chaplaincy Leadership Team	0	0	0	0	0	0	42	1,500	1,000	42	1,500	1,000
Contingency (allocations yet to be determined)	0	0	3,100	0	0	0	0	0	5,100	0	0	8,200
Finance Leadership Team	377	400	500	0	0	0	0	0	0	377	400	500
Justice, Global, and Ecumenical Relations	0	0	0	4,417	5,000	5,000	0	0	5,000	4,417	5,000	5,000
Lay Worship Leaders	886	3,000	3,000	0	0	0	0	0	0	886	3,000	3,000
Ministry Personnel Events	2,500	0	1,000	0	0	0	0	0	0	2,500	0	1,000
Pastoral Relations Leadership Team	126	400	400	0	0	0	0	0	0	126	400	400
Right Relations	0	0	0	0	500	500	0	500	500	0	500	500
Total	3,889	3,800	8,000	4,548	7,400	12,000	0	8,437	11,200	8,437	11,200	20,000

	Schedule 2 - Finance and Archives			Governance			Mission & Ministry			Total		
	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget
Archives Honourarium	7,332	10,000	10,000	0	0	0	0	0	0	7,332	10,000	10,000
Archives Office and Travel Expenses	245	600	600	0	0	0	0	0	0	245	600	600
Archives Ontario Archives	5,752	11,000	11,000	0	0	0	0	0	0	5,752	11,000	11,000
Bank and Review Costs	504	1,500	1,500	0	0	0	0	0	0	504	1,500	1,500
Incorporated Ministries	500	750	750	0	0	0	0	0	0	500	750	750
Insurance	0	50	50	0	0	0	0	0	0	0	50	50
Treasurer Honourarium	6,000	6,000	6,120	0	0	0	0	0	0	6,000	6,000	6,120
Treasurer Office Expense	462	600	600	0	0	0	0	0	0	462	600	600
Total	20,796	30,500	30,620	0	0	0	0	0	0	20,796	30,500	30,620

	Schedule 3 - Mission Support Grants			Governance			Mission & Ministry			Total		
	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget
Algonquin Chaplaincy	0	0	0	5,550	5,550	5,550	0	0	0	5,550	5,550	5,550
Alwyn Community of Faith	0	0	0	5,700	5,700	5,700	0	0	0	5,700	5,700	4,080
Camp Lau-ren	0	0	0	15,920	15,920	15,920	0	0	0	15,920	15,920	20,000
Carlington Chaplaincy	0	0	0	6,360	6,360	7,000	0	0	0	6,360	6,360	7,000
Centre 507	0	0	0	27,875	27,875	30,670	0	0	0	27,875	27,875	30,670
Contingency	0	0	0	25,000	26,345	8,900	0	0	0	25,000	26,345	8,900
Golden Lake Camp	0	0	0	15,000	15,000	15,000	0	0	0	15,000	15,000	15,000
House of Lazarus	0	0	0	33,000	33,000	36,300	0	0	0	33,000	33,000	36,300
Ottawa West End Chaplaincy	0	0	0	2,250	2,250	2,500	0	0	0	2,250	2,250	2,500
Rideau Hill Camp	0	0	0	7,000	7,000	15,000	0	0	0	7,000	7,000	15,000

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	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget
Total	0	0	0	143,655	145,000	145,000	143,655	145,000	145,000	143,655	145,000	145,000
Schedule 4 - Office Costs												
Carleton Place												
Photocopier	0	1,500	1,500	0	0	0	0	0	0	1,500	1,500	1,500
Postage	35	250	250	0	0	0	0	0	0	35	250	250
Rent	4,800	4,800	4,800	0	0	0	4,800	4,800	4,800	4,800	4,800	4,800
Supplies	520	1,500	1,500	0	0	0	520	1,500	1,500	520	1,500	1,500
Home Offices	127	500	500	305	500	500	432	1,000	1,000	432	1,000	1,000
Sundry (Transitional Costs)	456	500	500	0	0	0	456	500	500	456	500	500
Summerlea (16.6% of costs)												
Elevator	75	175	175	0	0	0	75	175	175	75	175	175
Hydro	240	425	425	0	0	0	240	425	425	240	425	425
Internet	71	150	150	0	0	0	71	150	150	71	150	150
Photocopier	0	350	350	0	0	0	0	350	350	0	350	350
Postage	0	500	500	0	0	0	0	500	500	0	500	500
Rent	3,978	4,000	4,000	0	0	0	3,978	4,000	4,000	3,978	4,000	4,000
Supplies	141	1,500	1,500	0	0	0	141	1,500	1,500	141	1,500	1,500
Telephone	0	425	425	0	0	0	0	425	425	0	425	425
Total	10,440	16,575	16,575	305	500	500	10,745	17,075	17,075	10,745	17,075	17,075
Schedule 5 - Partnerships												
Affirm United	0	0	0	0	100	1,000	0	100	1,000	0	100	1,000
Christian Council of Capital Region	0	0	0	250	250	250	250	250	250	250	250	250
Grand River Book Stores	0	0	2,500	0	0	2,500	0	0	2,500	0	0	5,000
Multi Faith Housing Initiative	0	0	0	100	100	100	100	100	100	100	100	100
Spiritual Care in Secondary Schools	0	0	0	750	500	500	750	500	500	750	500	500
Social Justice Network in Ontario	0	0	0	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
Total	0	0	2,500	2,600	2,450	5,850	2,600	2,450	8,350	2,600	2,450	8,350
Schedule 6 - Personnel												
Benefits (United Church & Government)	27,555	30,000	29,000	19,484	20,750	20,500	47,039	50,750	49,500	27,555	30,000	29,000
Continuing Education	373	4,000	4,000	1,080	2,100	2,100	1,453	6,100	6,100	373	4,000	4,000
Executive Minister/Assistant (16.6%)	34,896	33,500	33,500	0	0	0	34,896	33,500	33,500	34,896	33,500	33,500
Meetings/Hospitality	3,196	5,000	5,000	902	1,000	1,500	4,098	6,000	6,500	3,196	5,000	5,000
Salaries	137,301	137,500	141,000	101,709	101,750	104,000	239,010	239,250	245,000	137,301	137,500	141,000

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Telephones	1,513	2,000	2,000	1,491	2,000	2,500	3,003	4,000	4,500
Travel	8,597	9,000	9,000	3,964	5,000	5,000	12,561	14,000	14,000
Total	213,430	221,000	223,500	128,630	132,600	135,600	342,059	353,600	359,100

	Governance			Mission & Ministry			Total		
	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget
Executive Meetings	2,298	2,500	3,000	0	0	0	2,298	2,500	3,000
Regional Meeting - February	270	7,500	7,500	0	0	0	270	7,500	7,500
Regional Meeting - May	31,805	45,000	45,000	0	0	0	31,805	45,000	45,000
Regional Meeting - October	5,282	7,500	7,500	0	0	0	5,282	7,500	7,500
Planning Committee	739	1,000	2,000	0	0	0	739	1,000	2,000
Staff Retreat	646	1,000	1,000	0	0	0	646	1,000	1,000
Total	41,041	64,500	66,000	0	0	0	41,041	64,500	66,000

	Governance			Mission & Ministry			Total		
	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget
IT Support GCC	4,719	4,500	5,000	0	0	0	4,719	4,500	5,000
Tale-Conferencing Contracts	327	1,000	1,000	0	0	0	327	1,000	1,000
Website	2,681	3,500	3,500	0	0	0	2,681	3,500	3,500
Total	7,727	9,000	9,500	0	0	0	7,727	9,000	9,500

	Governance			Mission & Ministry			Total		
	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget	2019 Actual	2019 Budget	2020 Budget
Camp Awesome	0	0	0	7,361	0	2,000	7,361	0	2,500
Events	0	0	0	4,161	0	12,000	4,161	0	12,000
Supplies	0	0	0	1,018	0	1,500	1,018	0	1,500
Total	0	0	0	12,539	5,000	15,500	12,539	5,000	16,000

Schedule 10 - Statement of Operations and Change in Assets for Eastern Ontario Outaouais Regional Council Fund

	EOORC	James Baillie	McKendry	Miss. Strat.	Sarvans	Total
Opening Equity (market Value)	417,717	432,353	100,000	1,384,690	0	2,334,760
Deposits (Transfers from Conference/Presbytery)	283,714	119,219	0	178,378	404,427	985,738
Deposits (Sales from Properties)	0	0	0	6,000	0	6,000
Accounts Receivable	130,000	11,957	0	0	0	141,957
Transfer to Governance	(6,720)	0	0	(29,500)	(1,200)	(37,420)
Transfer for Grants	0	(9,200)	0	0	0	(9,200)

Transfer to Mission and Ministry Unrealized Gains/Losses Closing Equity (market value)	(10,080) 78,765 893,396 593,262 100,000 1,750,671 429,997 3,767,327
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(11,400) 50,333 0 0 (7,600) (29,080)	211,102 34,370 374,571
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