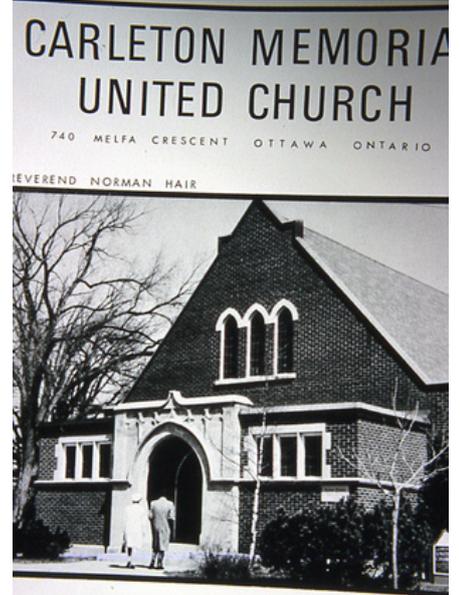
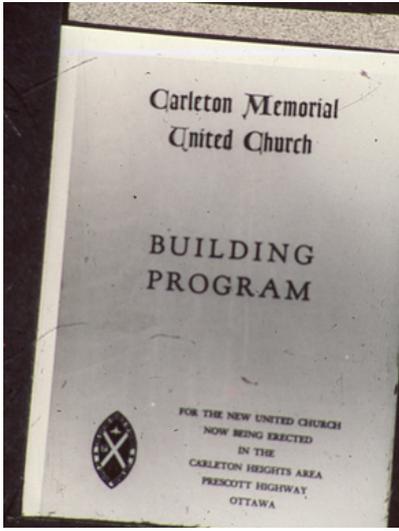


# 2025 ANNUAL REPORT

CARLETON MEMORIAL UNITED CHURCH | FEB 2026



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# STATISTICAL REPORT

Number of Households:	62
Number of Marriages Performed:	0
Number of Baptisms Performed:	1
Number of Funerals Conducted:	1
Number of Persons under Pastoral Care (members, adherents, and children):	130
Total Communicant Membership, 31 December 2024:	64
Received by Profession of Faith:	0
Received by Certificate:	2
Removed by Death:	3
Removed by Transfer Certificate:	0
Removed by Request:	0
Total Communicant Membership, 31 December 2025:	63
Resident Members:	57
Non-resident Members:	6

## IN MEMORIAM

Don Beckett\*

Ruth Loomer\*

Cairine Murphy\*

*\* Full members of Carleton Memorial*

# HIGHLIGHTS 2025

## January

- Euchre Evening
- Book Club
- Potluck & Movie Night

## February

- Euchre Evening
- Book Club
- Potluck & Movie Night

## March

- Euchre Evening
- Book Club
- Potluck & Movie Night
- Pancake Sunday
- Annual General Meeting
- National Affirming Day Service

## April

- Euchre Evening
- Book Club
- Potluck & Movie Night
- Easter Food Drive
- Holy Week services
- Palm Sunday Breakfast
- Daycare Annual General Meeting

## May

- Euchre Evening
- Book Club
- Potluck & Movie Night
- Easter Ham Dinner
- Guest Musician Téa Park at service

## June

- Euchre Evening
- Strawberry Social
- Spring Bazaar
- Cookies By Cheryl fundraiser
- 100th Anniversary of the United Church of Canada service
- 50<sup>th</sup> Anniversary of Carleton Memorial Daycare

## July

- Church closed
- Potluck at Merry Lee's Cottage

## August

- School Supplies for Debra Dynes Drive

## September

- Sunday Worship resumed
- Euchre Evening
- Book Club
- Potluck & Movie Night
- Walk for Mission and Service

## October

- Euchre Evening
- Book Club
- Potluck & Movie Night
- Thanksgiving Dinner
- Thanksgiving Food Drive
- 75<sup>th</sup> Anniversary of the Congregation
- Peace Sunday

## November

- Euchre Evening
- Book Club
- Potluck & Movie Night
- Fall Bazaar
- Cookies By Cheryl fundraiser

## December

- Euchre Evening
- Book Club
- Potluck & Movie Night
- Christmas Carol Sing
- White Gift Sunday
- Red Stocking and Red Sock Appeal
- Councillor Brockington's community Christmas dinner

# COUNCIL CHAIR'S REPORT

In 2025, we marked a number of milestones including celebrating the 75th anniversary of the founding of the congregation; the 50th anniversary of the founding of our Day Care; and the 100th anniversary of the founding of the United Church of Canada. It was very uplifting to be part of the 1000-person strong worship service at the EY Centre in June in celebration of the United Church's centenary. As part of our congregation's contribution to the centennial celebration, members provided a quilt patch for a special regional quilt, and we loaned our lectern banner, a copy of *Quiet Courage*, and a copy of *Make Me an Altar* for a special exhibit of church paraphernalia.

The Search committee endeavoured all year to find a ¾ replacement for Rev. Matt Gallinger. While no permanent replacement has yet been found, we have been most fortunate to have had our services led principally by Jessica Knoyle and Jeannie Taylor as well as retired Rev. Sandra Yule and new to the United Church Rev. Tamara Connors.

Carol Gurofsky's mastery of the organ and the piano is much appreciated. Her preludes and postludes help ground us in the moment each Sunday. We very much enjoyed the contribution of the Temple Israel Liturgical Choir to one of our Advent services.

Agnes Malkinson has been a stalwart as the Office Administrator when it comes time to organizing, publicizing, and communicating our church activities. Her technical support particularly with the ministerial search process has been invaluable.

Bruce Spinney continues to provide ongoing maintenance and oversaw the replacement of the north side of the sanctuary roof. The latter was accomplished without having to take out a loan.

Chantal Dumoulin continues to maintain the cleanliness of the church sanctuary, and her work setting up and taking down for the bazaars and dinners is much appreciated. She and her spouse have also taken on the responsibility for clearing the pathways and entrances of snow. And in the event of a special weather alert, Council has approved a new protocol for cancelling Sunday services well in advance of the arrival of severe weather.

We continue to be a welcoming church family that responds to the needs of the community. We are so fortunate to have such a well-respected and well-functioning operation as the Carleton Memorial Day Care, and to that end I am grateful to the both the staff and the Board for all their work. As part of that

partnership, work has begun on a new accessible washroom adjoining Morgan Hall. Our sincere appreciation to Susan Maclean for shepherding this project which has not been without its challenges.

We have also maintained our partnership with Debra Dynes Family House and to that end we have made several contributions to the food bank in addition to fresh produce from our community garden beds. Several members also participated in picking up produce donated by Shouldice Farms over the growing season, from strawberries to corn to beans. We also increased our financial support for DDFH in light of the increased demands on their food bank.

After 30 years as Director of DDFH, Barbara Carroll has retired, and we look forward to working with the new director, Ray Eskritt. We also provided dozens of much needed outdoor socks to the Shepherds of Good Hope and made a financial contribution to both United Church-run Camp Lau-Ren and Councillor Brockington's community Christmas dinner.

A number of past practices have been reinstated such as the Valentines Cards, Shrove Tuesday pancakes (albeit on the Sunday preceding Shrove Tuesday), and the Palm Sunday Breakfast.

Finally, I want to acknowledge those participating on Church Council who have been so generous with their time and their good counsel in the service of our congregation and the wider community: Eric Blinn, Katherine Comunale, Merry Lee Frith, Bob Hanson, Erin Linnen, Ken Roy, Alan Sandeman and Mark Wilson.

We have also had the benefit of a pastoral supervisor, Jim Allen, who has dutifully attended our Council meetings and provided good advice. I want to especially thank Erin and Merry Lee for their leadership and work in respectively shepherding the minister selection process and securing Sundry worship leaders until a new minister is in place. The contributions of Agnes and Bruce to our Council deliberations have also been invaluable.

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RESPECTFULLY SUBMITTED BY  
**JACK WILSON**  
*Chair of Council*



# MINISTER'S REPORT

Dear friends,

It was just over a year ago that Rev. Matt Gallinger gave his last sermon at Carleton Memorial. We hold him in high regard as our post pandemic pastor and especially appreciate his participation in our 2024 anniversary events. Rev. Matt gave a lengthy notice period which helped us to prepare for the somewhat challenging search process and secure very capable supply worship leaders for the months of January through to the end of June 2025. We hope that he is enjoying his full-time ministry position at Merivale-Fallowfield Pastoral Charges. Rev. Matt returned to CMUC in August to preside at the funeral for Ruth Loomer.

In 2025 we were very fortunate to have retired Reverend Sandra Yule provide Communion, an adult baptism and offer worship on several occasions including our AGM and Thanksgiving. Numerous lay licenced worship leaders and a candidate for ministry provided pulpit supply on a rotation in the first six months of the year. Jeannie Taylor, an LLWL, and Jessica Knoyle, student minister, continued to provide pulpit supply for most services after the summer break until the end of December. We have been blessed with high quality and inspiring services, thanks in no small part to Agnes Malkinson and Carol Gurofsky.



A new face at the Council table has been Jim Allen who is present as a Pastoral Charge Supervisor while we are without a minister. He has been steadfastly supporting us at our Council and Search Committee meetings.

Some exciting highlights in 2025: CMUC welcomed new congregants who participated in a variety of church events. and we celebrated an adult baptism. We also received bequests from the estate of Ruth Loomer and Cairine Murphy which enabled us to put on a new roof without taking out a loan.

Thanks to the ingenuity and persistence of Susan McLean of the Carleton Memorial Daycare, we realized another long term goal to have an accessible washroom onsite.

As only a minister is qualified to offer Pastoral Care, your church Council has been particularly mindful of those who need support during this interval. Thank you to them for the behind-the-scenes work they do on our behalf. I also recognize each and everyone of you for your service to the church, especially taking care of one another.

On June 10, 2025, the 100th anniversary of the United Church was celebrated at the EY Centre. Many CMUC folk attended this historic event and felt heartened that the United Church of Canada, including CMUC, intends to continue its active ministry in an ever changing world.

Thanks be to God.

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RESPECTFULLY SUBMITTED BY  
**MERRY LEE FRITH**  
*Council Member*



# MINISTRY AND PERSONNEL COMMITTEE REPORT

The M&P committee is responsible for providing a consultative and supportive function for the staff of Carleton Memorial and for members and adherents of the congregation. We act in a four-fold role: consultative, supervisory, educational, and conflict-resolution. It is the responsibility of M&P to review the working conditions, job descriptions and remuneration for the staff of our pastoral charge and make appropriate recommendations to our Church Council.

This past year, the M and P committee met several times. We researched and recommended to Council annual pay increases for the coming year. For 2026, this was a 2.6% increase in salaries for those staff on contract with Carleton Memorial. It was approved by Council. The staff on contract for 2025 at CMUC include only Agnes Malkinson, Communications and Office Manager and Carol Gurofsky, Music Director. Agnes is on a permanent part time contract with our church for 12 hours per week. Carol is again on a 4 hour per week term contract from September 1st to June 30th. We are very grateful to have such capable staff working for and with us again this year.



In addition, for this past calendar year because we are without a Minister on contract at our church, we have been most fortunate to have Jessica Knoyle, Candidate for the Ministry two Sundays per month and then a combination of retired Ministers and LLWLs (Licensed Lay Worship Leaders) for the remaining Sundays. Rev. Sandra Yule and Rev. Elizabeth Bryce, retired Ministers have

provided communion services throughout the year. In the absence of the hiring of a new Minister or at least until September, 2026, this type of scheduling practice will continue.

The committee would like to take this opportunity to thank our staff at Carleton Memorial for the job they do in helping our church to fulfil its mandate.

All staff relations go through the M&P committee. If anyone would like to provide feedback or comments regarding our staff, please direct them to the staff liaison responsible or to the Committee Chair. For 2025/26, these continue to be:

**Chair of M&P Committee**

Erin Linnen

**Music Director Liaison**

Merry Lee Frith

**Communications and Office Administrator Liaison**

Erin Linnen

**M&P Recording Secretary**

Katherine Comunale

**M&P Member at Large**

Mark Wilson

Many thanks to Merry Lee Frith for taking on the responsibility of ensuring that we have regular pulpit supply people every Sunday. She has also made sure that we have a retired Minister regularly to provide communion. This is all in the absence of a called ordained Minister on staff.

RESPECTFULLY SUBMITTED BY  
**ERIN LINNEN**

*Chair of Ministry and Personnel Committee*



# SEARCH COMMITTEE

Our Search Committee was formed to advertise for, screen, and interview qualified applicants with the goal of recommending for the hiring a new 3/4 time (30 hour per week) Minister for CMUC following the resignation of Rev Matt Gallinger. There were several steps that have had to be followed including the drafting up of a Minister Profile and Community of Faith Profile for posting on the United Church's churchhub.ca posting area for staff seeking a position or for churches searching for a new minister. As well we have posted advertisements in the United Church's Broadview magazine over the last year inviting qualified ministers to apply through churchhub.ca. To date we have not yet been successful finding a minister to recommend for hiring CMUC, but have met to interview candidates several times. For various reasons none of

those we interviewed worked out. Our Search Committee continues to be ready to meet to interview any qualified applicants who apply for our position in 2026.

Our Search Committee is comprised of the members of our Church Council ie Jack Wilson, Merry Lee Frith, Bob Hanson, Alan Sandeman, Ken Roy, Mark Wilson, Katherine Comunale, Eric Blinn, and Erin Linnen (Chair). Jim Allen attends our Search Committee meetings representing the United Church Pastoral Relations. We thank Jim for his sage advice and guidance over the past year.

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RESPECTFULLY SUBMITTED BY  
**ERIN LINNEN**  
*Chair of Search Committee*



# REFUGEE COMMITTEE REPORT

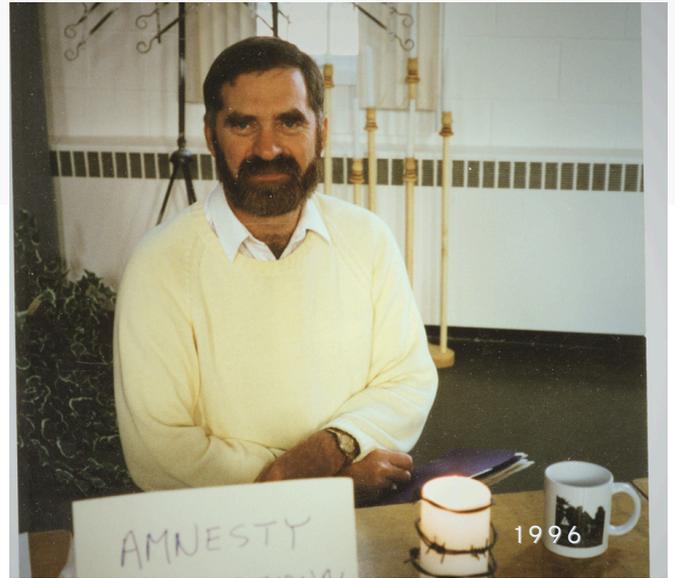
This past year we have been involved with two ongoing refugee sponsorships. Using only first names, this is the current status of these files.

Weldegebriel sponsored his son Robel under the one year program after his arrival in Canada in 2023. Robel arrived in Ottawa this fall and is now living in with his father. Unfortunately, in all the excitement of his arrival, he lost all his identification and travel documents at the Ottawa airport. We are still in the process of procuring replacement documents. We have also set up a joint bank account with Weldegriehl that will ensure that there are funds to support him for his first year in Ottawa.

In 2023 we also completed an application for Medhanie Efter's wife's sister, Nitshti, and her husband and three children, to come to Canada as refugees. The family is currently in Saudi Arabia where the husband is working. A few months ago they had their interview with Immigration Canada officials. This was followed with more requests for information and supplementary documents which continues to this date. This was complicated by the arrival of their fourth child this past year.

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RESPECTFULLY SUBMITTED BY  
**BOB HANSON**



# EVENTS AND FUNDRAISING

## *Book Club*

On the third Wednesday afternoon of the month a small group get together for our book club discussion. The books are chosen the previous May so everyone has time to get ahead with their reading during the summer if they wish.

We have covered all genres of books and the discussion is always interesting as each person adds their own thoughts. New members are always welcome.

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RESPECTFULLY SUBMITTED BY  
**JOAN ORGAN**

## *Euchre Evenings*

As we have for several years a group of us gather on the third Monday evening to play euchre. Our numbers have continued to grow, and we are averaging six tables each evening. The signage at the road has continued to attract new people. People have invited friends to join us as well. Our evenings have been a form of outreach to the community and in turn the players have supported our sales and dinners.

If you happen to pass by, you will hear lots of laughter and conversation from the new friendships that have formed. Come and join us as all are welcome.

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RESPECTFULLY SUBMITTED BY  
**JOAN ORGAN**



## *2025 Easter Ham Dinner*

We had a successful Easter ham dinner serving 62 meals, including 5 take-out orders. The delicious 3-course dinner was served up with seconds available for those who still had room. Malcolm Wade led us in a sing-along over coffee/tea and dessert. It was a really fun evening. We kept ticket prices at \$30 per adult and \$15 for 8 to 12 year olds again this year. All the food was donated. Many thanks to all the volunteers and those who donated food. \$1761 was raised as a fundraiser through the Easter Ham Dinner this year (2025).

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RESPECTFULLY SUBMITTED BY  
**ERIN LINNEN**

## *Mission and Service*

We held the Walk for Mission and Service the last Sunday of September. We raised \$535 for M&S in addition to the funds contributed through designated givings. Thanks to Eric Blinn whose appeal last fall to members of the congregations saw a substantial increase in PAR givings to M&S.

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RESPECTFULLY SUBMITTED BY  
**JACK WILSON**

## *2025 Turkey Dinner*

Our successful annual Thanksgiving Dinner was held on Oct. 25th. As the saying goes many hands make light(er) work and we had many hands that helped before during and after the dinner. We served up a full three-course turkey dinner with all the fixings, including for a complete gluten-free food menu. Thank you to those who donated food, spread the word on our upcoming dinner, to those who cooked and cleaned up and washed and dried endless dishes. All the food was donated again this year and we kept the ticket prices to \$30 for adults and \$15 for 8 to 12 year olds. The music by Alan Sandeman and John Hanson was energetic and so appreciated!

We served 82 adults, including 5 take-outs, and \$2340.00 was raised from the event.

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RESPECTFULLY SUBMITTED BY  
**ERIN LINNEN**

## *Red Sock Appeal*

We again delivered socks to the Shepherds of Good Hope (88 pairs) that were donated through the Red Sock Appeal.

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RESPECTFULLY SUBMITTED BY  
**JACK WILSON**

## *Food Drives*

In addition to our three food drives at Easter, Thanksgiving, and Christmas in support of the food bank at Debra Dynes Family House (DDFH), we established a collection box to allow members of the congregations as well as staff and parents associated with the Day Care to donate food and other items. At least 36 bags of items were donated. In light of the extra demands being placed on the DDFH Food Bank, a monthly contribution of \$500 was instituted by Council.

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RESPECTFULLY SUBMITTED BY  
**JACK WILSON**

## *Potluck & Film Nights*

We held seven potluck and film nights. The films shown were Rosie, All My Puny Sorrows, Blackberry, Bank of Dave, Red Snow, Stand!, and Marlene. Some came for just the dinner, some just for the movie, but most for both. We plan more potluck and movie nights in 2026.

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RESPECTFULLY SUBMITTED BY  
**JACK WILSON**

## *Landscaping and Community Gardens*

The grounds were maintained throughout the growing season including the pruning of shrubs and weeding of flower beds. Louise Howe dutifully maintained the beds closest to Prince of Wales Drive and Merry Lee Frith did her share of weeding as well. Christian Comunale was took on the job of grass cutting.

The ramp to the office door was repainted the rainbow colours in sets of three as one outward manifestation of our being an Affirming Congregation.

We had our fifth annual harvest from our community garden beds in support of DDFH. Thanks to John Wlodarczyk for growing a variety of vegetables. We also grew hot peppers and mint. Another bed provided fresh tomatoes for the Day Care kitchen. And the last bed provided a home for native pollinator plants.

John was also responsible for organizing the preparation of the vegetable garden beds at Debra Dynes Family House, and Jack Wilson and Merry Lee Frith provided some assistance.

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RESPECTFULLY SUBMITTED BY  
**JACK WILSON**

# 2025 SPRING BAZAAR

Thank you everyone: donors, bakers, gardeners, vendors, organizers, set up and take down crew and buyers for your amazing support. Your efforts made the difference and we brought in a very respectable tally of \$1,584.50 for the day.

Afterwards, I received helpful feedback from participants and am looking to incorporate some of the suggestions in the spring of 2026 so that we might capitalize on our strengths.

As always Agnes our admin, Chantal our caretaker and finance team of Pierre, Eric and Alan, contributed greatly to the success of the bazaar.

I hope we can work together again soon.

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RESPECTFULLY SUBMITTED BY  
**MERRY LEE FRITH**



# 2025 FALL BAZAAR

Saturday, November 8th's Annual Fall Bazaar was a success. Once again there was a line-up well before the 9:00 am opening time, despite the sunny but frosty morning. The early rush gave way to a steady stream of "shoppers" and folks enjoying what we had on offer, including our diverse wares, home-made refreshments at the cafe and friendly service. The bazaar ended at 1:30 pm and the clean-up was faster than usual due to great helpers. We recommend that we continue with these hours again next year.

We rented out three tables this year and their displays produced a very festive ambience. The participants expressed satisfaction with the venue and were also appreciative of the friendliness of the members of the congregation.

The Bazaar's final profit was an astonishing \$4,797.

Thank you to the many businesses which contributed with items for sale at our Silent Auction. Please consider patronizing them to demonstrate appreciation that they have supported our church and our initiatives. We also had one dealer donate numerous pieces of silver jewellery.

The Bazaar is an important fundraiser for our church to allow us to continue our faith-based work in our community and to help us meet our goals.

Thank you to everyone who participated by assisting with the set up and tear down; made donations in time and items for sale; led in the organization; came to purchase items or to dine in our cafe. Thanks also to Agnes Malkinson, our Communications and Office Administrator, who excels every year at advertising our Bazaar. Thank you also to our Treasurer, Eric Blinn, for his assistance on the day of the Bazaar and to his team for the counting and tracking.

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RESPECTFULLY SUBMITTED BY  
**MERRY LEE FRITH**



# FINANCE REPORT

*CMUC Income - 2025*      *Year End*

Donations (PAR, offering)	\$38,835	14%
Fundraising Total	\$10,593	4.0%
Funeral Service	\$1,650	1%
Donations (Bequest)	\$101,130	37%
Donations (Red Stocking)	\$3,820	1%
<b>Total Worship Income</b>	<b>\$156,029</b>	<b>57%</b>
Daycare rent	\$98,106	36%
Daycare utilities	\$18,420	7%
<b>Total Income</b>	<b>\$272,555</b>	



*Inspire - Invite - Thank*

*CMUC Expenses - 2025*      *Year End*

Gross Salaries + Payroll Fees	\$27,140	17%
Worship Leaders, M&P	\$11,433	7%
Local Outreach, UCC, fees	\$22,905	14%
<b>Total Worship Expenses</b>	<b>\$61,478</b>	<b>38%</b>
Building maintenance	\$12,361	8%
Utilities	\$44,569	28%
Roof renovation	\$41,923	26%
<b>Total Expenses</b>	<b>\$160,331</b>	

*Year End*

<b>Operating Gain</b>	<b>\$112,224</b>
<b>Bank Balance - Current</b>	<b>\$144,532</b>
<b>Reserve + \$20,000 GIC</b>	<b>\$13,236</b>
<b>PAR Donations</b>	<b>\$27,975</b>
<b>Mission &amp; Service</b>	<b>\$7,114</b>
<b>Fundraising - Dinners</b>	<b>\$4,516</b>
<b>Fundraising - Bazaars</b>	<b>\$6,077</b>

## ACCOUNTS

As of Dec 31, 2025,  
CMUC accounts had  
the following balances:

<b>Operating account:</b>	\$ 144,531
<b>Reserve fund:</b>	\$ 13,236

I want to start by thanking the following members for all their hard work this year on the Finance Committee:

- Alan Sandeman, contributions analyst
- Pierre Tourrilhes, deposits and expenses analyst
- Bob Hanson, PAR coordinator

I want to thank the following for their insights and contributions to CMUC's finances:

- Merry-Lee Frith, fundraising
- Jack Wilson, fundraising
- Katherine Comunale, fundraising
- Mark Wilson, CMDC liaison
- Erin Linnen, fundraising and M&P
- Agnes Malkinson, CMUC administrator

As well, I want to thank Jessica Knoyle (candidate), Jeannie Taylor, Sandra Yule, Elizabeth Bryce and Carol Gurofsky (music director) for coordinating worship and fellowship with Sunday morning services. I want to thank Bruce Spinney (property maintenance) and Chantal Dumoulin (cleaning maintenance) for all their hard work with maintaining the sanctuary, Morgan Hall and CMDC.

Most importantly, I want to thank our congregation and guests who have contributed funds and their efforts in 2025 and continue to donate, fundraise and worship at CMUC.

## LOOKING BACK 2025

For 2025, CMUC has a gain of \$112,224. The biggest contributors to this gain were bequests of \$100,000 from Cairine Murphy and \$1,130 from Ruth Loomer. Also minister expenses were lower by \$80,000 compared to 2024 due to no minister. These savings allowed CMUC to pay in full the roof renovation of \$41,000 without any assistance. CMDC (Daycare) rental and utilities income continues to cover general building and utility expenses.

Fundraising events were successful in 2025 raising over \$10,500. The Red Stocking appeal raised over \$3,800. The Mission and Service Fund (M&S) contributions doubled to \$750/month with PAR and the walk for M&S raised \$535. Also, a total of \$6,250 was donated to Debra Dynes Family House as part of our local outreach.

## LOOKING FORWARD 2026

This year starts off with a very high bank balance of over \$140,000. Without a minister to start the year and no major projects, the bank balance will remain at this level. Being a non-profit charity, there are risk associated with keeping large sums of uninvested funds or investing with the bank. CMUC is looking into options to invest at least \$100,000 with EOORC in their existing pool of funds which is managed by an investment firm. CMUC will receive distribution income annually from this investment which EOORC will pay to us.

Looking at the 2026 budget, we are forecasting to gain \$10,000 in the first half of the year if no minister is hired. The search for a minister continues and with this we are budgeting for a part-time minister for the 2<sup>nd</sup> half of 2026, which is also how we budgeted for 2025. The 2<sup>nd</sup> half of 2026 shows a loss of \$3,600 with this minister. However, the budget does not reflect any increase in donations or distribution income from EOORC. When we can hire a new minister, we will resume focus on stewardship campaigns which have been successful in the past. An increase in donations plus distribution income from the EOORC fund could be enough to cover any shortfall.

Fundraising events and Mission and Service support will continue in 2026 as well as donating \$500/month to Debra Dynes Family House.

We expect to continue receiving CMDC rental income with an increase in utilities sharing income. The total monthly income from CMDC for 2026 is \$9,600. \$2000 sanctuary rental, \$500 ministers office, \$5200 building rental and \$1,900 utilities sharing payment.

Please contact me at 613-291-6718 or [cmuctreasurer@gmail.com](mailto:cmuctreasurer@gmail.com) if you have any questions.

RESPECTFULLY SUBMITTED BY  
**ERIC BLINN**  
*Chair of Finance, Treasurer*



# BUDGET

INCOME	YEAR END 2025	JAN TO JUN 2026	JUL TO DEC 2026	TOTAL 2026	COMMENTS
401 · Donations - Offering	\$9,622	\$4,500	\$4,500	\$9,000	
402 · Donations - PAR	\$27,975	\$11,190	\$11,190	\$22,380	\$1,865/month
403 · Donations - Red Stocking	\$3,820	\$0	\$3,000	\$3,000	
405 · Donations - Canada Helps	\$1,238	\$500	\$500	\$1,000	\$200 from Carol's choir
408 · Fundraising - Bazaar/Dinners	\$10,593	\$4,000	\$8,000	\$12,000	Fall Bazaar \$6k
418 · Donations - Bequest	\$101,130	\$0	\$0	\$0	Cairine Murphy \$100k, Ruth Loomer \$1,130
<b>Total Worship Income</b>	<b>\$154,378</b>	<b>\$20,190</b>	<b>\$27,190</b>	<b>\$47,380</b>	

## MINISTRY AND WORSHIP EXPENSES

501 · Gross Salaries	\$23,375	\$11,950	\$31,950	\$43,900	2.6% increase + \$20k possible minister 2nd half 2026
503 · Minister cell phone	\$0	\$0	\$750	\$750	\$1,500/yr minister 1/2 year
504 · Education - minister	\$0	\$0	\$866	\$866	\$1,733/yr minister 1/2 year
505 · Benefits / Pension - CMUC	\$0	\$0	\$4,000	\$4,000	\$10k in 2024 for full year
507 · Stat Holiday - Overtime	\$1,043	\$535	\$800	\$1,335	\$20k possible minister 2nd half 2026

CARLETON MEMORIAL UNITED CHURCH

<b>MINISTRY AND WORSHIP EXPENSES</b>	<b>YEAR END 2025</b>	<b>JAN TO JUN 2026</b>	<b>JUL TO DEC 2026</b>	<b>TOTAL 2026</b>	<b>COMMENTS</b>
513 · Supply ministry	\$11,007	\$5,600	\$1,100	\$6,700	261 daily rate + 0.60/km, 1st half full LLWL, 2nd half once per month
515 · Ministry and Personnel	\$427	\$200	\$400	\$600	
521 · CPP, EI, Payroll fees	\$2,096	\$1,280	\$2,000	\$3,280	20k possible minister 2nd half 2026
701 · UCC Annual Assessment	\$7,423	\$3,712	\$3,712	\$7,424	
703 · Office, Sanctuary, Worship	\$1,438	\$750	\$750	\$1,500	
709 · Banking and service fees	\$844	\$450	\$450	\$900	
715 · Zoom / Quickbooks / GoDaddy	\$1,951	\$1,000	\$1,000	\$2,000	
718 · Sign rental	\$1,356	\$904	\$904	\$1,808	\$452/quarter ?
720 · Fundraising Expense	\$893	\$350	\$350	\$700	\$282 for 2 tables
721 · Local Outreach	\$9,000	\$4,500	\$4,500	\$9,000	Debra Dynes @ \$500/month
Total Worship Expenses	\$60,853	\$31,231	\$53,532	\$84,763	
<b>Worship Income vs. Worship Expenses</b>	<b>\$93,525</b>	<b>-\$11,041</b>	<b>-\$26,342</b>	<b>-\$37,383</b>	
<b>INCOME FROM CMDC</b>					
451 · CMDC - Rent	\$98,106	\$46,200	\$46,200	\$92,400	\$7,700/mnth for 2026, paid 2x rent Jan 2025
452 · CMDC - Utilities cost sharing	\$18,420	\$11,400	\$11,400	\$22,800	\$1,900/mnth for 2026
<b>Total Income from CMDC</b>	<b>\$116,526</b>	<b>\$57,600</b>	<b>\$57,600</b>	<b>\$115,200</b>	

CARLETON MEMORIAL UNITED CHURCH

<b>Expenses shared with CMDC</b>	<b>YEAR END 2025</b>	<b>JAN TO JUN 2026</b>	<b>JUL TO DEC 2026</b>	<b>TOTAL 2026</b>	<b>COMMENTS</b>
601 · Cleaning Maintenance	\$3,603	\$1,700	\$1,700	\$3,400	
604 · Utilities - Insurance	\$41,923	\$5,000	\$5,000	\$10,000	Modern Niagara HVAC - roof was 2025
605 · Utilities - Electricity	\$13,577	\$5,480	\$8,400	\$13,880	\$1,370/mnth until April
606 · Utilities - Gas	\$8,316	\$4,500	\$4,500	\$9,000	
607 · Utilities - Phone & Internet	\$9,356	\$7,000	\$3,000	\$10,000	
608 · Utilities - Water & Sewer	\$2,537	\$1,300	\$1,300	\$2,600	
611 · Repair maintenance	\$10,782	\$6,000	\$6,000	\$12,000	
<b>TOTAL EXPENSES SHARED WITH CMDC</b>	<b>\$98,852</b>	<b>\$35,980</b>	<b>\$34,900</b>	<b>\$70,880</b>	
<b>CMUC'S BENEFIT FROM CMDC INCOME</b>	<b>\$17,674</b>	<b>\$21,620</b>	<b>\$22,700</b>	<b>\$44,320</b>	
<b>NET GAIN INCLUDING CMDC INCOME</b>	<b>\$111,199</b>	<b>\$10,579</b>	<b>-\$3,642</b>	<b>\$6,937</b>	

<b>2025 YEAR END CASH BALANCE</b>	<b>TOTAL (CASH + RESERVE FUND) 2025 YEAR END</b>
<b>\$144,532</b>	<b>\$157,768</b>

# WHO'S WHO FOR ACTIVITIES IN 2026

## EXECUTIVE OF COUNCIL

<b>Chair of Council*</b>	Jack Wilson
<b>Secretary of Council*</b>	Katherine Comunale
<b>Treasurer*</b>	Eric Binn
<b>Minister</b>	TBD+
<b>Church Administrator</b>	Agnes Malkinson+

## MINISTRY & PERSONNEL\*

Erin Linnen	(Chair)
Merry Lee Frith	(Secretary)
Mark Wilson	(Member at Large)
Katherine Comunale	(Recording Secretary)

## OUTREACH

Bob Hanson	(Refugees)
Jack Wilson	(Mission & Service)

## HEMPSTOCK SCHOLARSHIP

Mark Wilson  
Bruce Meiklejohn  
Alan Sandeman  
Eric Blinn  
Minister+

## REPRESENTATIVE TO EASTERN ONTARIO OUTAOUAIS REGIONAL COUNCIL (EOORC)\*

Jack Wilson

## STEWARDSHIP

Eric Blinn  
Joanne Wilson  
Merry Lee Frith

## TRUSTEES\*

Merry Lee Frith	Alan Sandeman
Erin Linnen	Minister+
Karen Wlodarczyk	

## FINANCE

Eric Blinn	(Chair & Treasurer*)
Alan Sandeman	(Income Analyst)
Bob Hanson	(PAR Coordinator)
Merry Lee Frith	(Contributions Analyst)
Pierre Tourrilhes	(Deposits Coordinator)
Pierre Tourrilhes	(Expense Analyst)

## OTHER ACTIVITIES

Erin Linnen	(Dinners Coordinator)
Joan & Peter Organ	(Euchre Evenings)
Erin Linnen & Merry Lee Frith	(Bazaar Coordinators)
Joan Organ	(Book Club)
Jack Wilson	(Potluck & Film Nights)
Joan Organ	(Funeral Receptions)
Louise Howe	(Coffee Hour Coordinator)
Merry Lee Frith & Erin Linnen	(Communion Prep)

+ Staff

\* Positions & Committees mandated in the UCC Manual (2019 issue)

# AGENDA FOR THE ANNUAL GENERAL MEETING

Sunday, March 1, 2026 | 12:00 pm

1. Welcome
2. Opening Prayer and Time of Remembrance
3. Election of Chair and Secretary for the Meeting
4. Approval of this Agenda
5. Motion to allow Adherents to Vote
6. Annual General Meeting held on March 2, 2025
  - (a) Approval of Minutes
  - (b) Business Arising from Minutes
7. Presentation and Approval of Reports for 2025
  - (a) Council Chair's Report
  - (b) Minister's Report
  - (c) Ministry and Personnel
  - (d) Search Committee
  - (e) Refugee Committee
  - (f) Landscaping and Community Gardens
  - (g) Refugees Committee
  - (h) Events and Activities
  - (i) Finances
8. New Business
  - (a) Approval of Budget for 2026
9. Election of the Officers & Members of Council for 2026
  - (a) Council Chair
  - (b) Secretary
  - (c) Treasurer
  - (d) Ministry and Personnel Chair
  - (e) Members at Large
10. Word of Thanks
11. Commissioning and Blessing
12. Adjournment

# ANNUAL GENERAL MEETING 2024 MINUTES

Sunday, March 2, 2025 | 12:00 pm

## **In Attendance**

Emily Blinn, Eric Blinn, Charlotte Blinn, Jack Wilson, Katherine Comunale, Alan Sandeman, Joan Organ, Gil Croome, Wendy Croome, Mark Wilson, Erin Linnen, Jim Allen, Angie Garant, Bob Garant, Carol Gurofsky, Bob Hanson, Dorothy Moulds, Karen Wlodarczyk, Laurel Hawthorne, Dorsa Bassir, Pierre Tourrilhes, Fred Virgin, Merry Lee Frith, Keith Park.

## **1. Welcome**

Jack Wilson welcomed all and thanked everyone for attending our Annual General Meeting (AGM).

## **2. Opening Prayer and Time of Remembrance**

Jim Allen opened the meeting in prayer. Jack Wilson took a moment to call out the names of those who had passed away in 2023, and we held a moment of silence in remembrance of them.

## **3. Election of Chair and Secretary for the Meeting**

Moved by Erin Linnen and seconded by Gil Croome that Jack Wilson act as Chair of the meeting. Motion carried.

Moved by Erin Linnen and seconded by Gil Croome that Katherine Comunale acts as Secretary of the meeting. Motion carried.

## **4. Approval of this Agenda**

Jim Allen requested that we add a discussion of the 100<sup>th</sup> anniversary under New Business.

Approval of agenda moved by Joan Organ and seconded by Alan Sandeman. Motion carried.

## **5. Motion to allow Adherents to Vote**

Motioned by Gil Croome and seconded by Mark Wilson that all adherents be allowed to vote. Motion carried.

## **6. Annual General Meeting held on February 26, 2023**

### **(a) Approval of Minutes**

Moved by Erin Linnen and seconded by Alan Sandeman that minutes be approved.  
Motion carried.

### **(b) Business Arising from Minutes**

None.

## **7. Presentation and Approval of Reports for 2024**

### **(a) Council Chair's Report**

Jack expressed his appreciation for all the work the congregation does in church and community. Jack also thanked

- Carol Gurofsky for her talent and efforts as our musical director
- Agnes Malkinson for her creativity and ability as our office administrator.
- Chantal for keeping us all healthy through her excellent work cleaning our church.
- Rev. Matt Gallinger for his time with us.
- All our interim service leaders

### **(b) Minister's Report**

As Rev. Gallinger is not present, the report stands as is. Should someone have a question, please raise with Jack who will contact Rev. Matt. No questions raised during the meeting.

### **(c) Ministry and Personnel**

Erin Linnen expressed thanks to Rev. Matt for his leadership and guidance, as well as his wonderful singing voice.

Our staff loves to hear compliments and suggestions. Please share with the appropriate contact.

Thanks to Katherine Comunale for joining M&P. Katherine joins the existing team comprised of Erin Linnen, Merry Lee Frith, and Mark Wilson. Erin is happy to report that Carol is interested in staying with our church in the coming year.

### **d) Search Committee – Erin Linnen**

Rev. Matt contacted Erin a week before services resumed in September and shared the news that he had found and accepted a full-time position elsewhere. Rev. Matt gave us over the 3 months' notice required. We hit the ground running

and put together a Search Committee. This will be a longer process than initially expected. We cannot share many details outside of Search Committee as much of the work is confidential. We will speak generally, and this is intentional and aligned with the confidentiality and respect of applicants this process requires. Please trust in our ability to select someone suited to our congregation.

40 congregations are without ministers. Some have been searching for a year or even a year and a half.

We are now looking at pulpit supply for the fall.

Jack extended his thanks to Merry Lee and Erin Linnen regarding tackling the job posting preparation as well as pulpit supply

***(e) Refugee Committee – Bob Hanson***

A family in Saudi Arabia that we are sponsoring to come over has just had a new baby. Bob is focused on updating the process to account for the 4<sup>th</sup> child.

***(f) Landscaping and Community Gardens – Jack Wilson***

We supported Debra Dynes with our raised beds.

We planted natural pollinators at the park just down the road.

***(g) Events and Activities– Jack Wilson***

A reminder that our film night is scheduled for this Saturday. Potluck at 6, movie at 7. The movie is All My Puny Sorrows.

***(h) Finances – Eric Blinn***

Committee Structure and what finance roles:

A lot of work goes into finance and is often behind the scenes. Eric Blinn, Alan Sandeman (contributions analysis), Bob Hanson (PAR coordinator), Pierre Tourrilhes (deposits every Sunday, and payments – busier with the many ministry leader payments).

Thanks to the following people:

- Merry Lee, Jack Wilson, Katherine Comunale, Erin Linnen for their fundraising efforts.
- Mark Wilson for daycare, and M&P efforts.

- Erin Linnen and Merry Lee Frith for M&P efforts.
- Agnes Malkinson for all her assistance in advertising our fundraising events.
- Bruce Spinney who supports both CMUC and the daycare.
- Rev. Matt Gallinger, Jessica Knoyle – candidate leader, Carol Gurofsky, and Chantal.

### **2024 Reflections**

A great financial year for the church. We received a bequest which was shared last year in the AGM. \$33k was given in total bequests for the year, which improved our outlook and enabled us to invest \$20k in a 1-year GIC.

2024 was a great year for fundraising, with over \$13k raised through bazaars, meals, and Cheryl's cookies.

PAR continues to be the consistent and best source of donations.

It is great to see new members have joined and have contributed to our church and stewardships.

### **Looking at 2025**

The budget in the Annual Report was reviewed several times at council before publishing. The focal point of discussion was forecasting when a minister will arrive. This makes the view of expenses a challenge. Council decided to plan for a minister to join in July and therefore forecasted half salary and benefits for the year.

Short term there are expenses coming that will consume some/all our GIC savings: roof replacement of the north side of narthex.

We are also sending \$250/month to Debra Dynes. We, as a congregation, are very concerned about their ability to provide community services with recent financial cuts.

Bob Hanson pointed out that we should correct the financial tables in the Annual report as follows: change "Jan to Jan" to "Jan to June".

Eric has a new update template in 2025 and will start sharing monthly. We are up \$10k in the last 2 months because we are without a minister.

Wendy Croome asked about leasing the “study room” to the daycare. Mark Wilson and Eric Blinn clarified this is the minister’s office and will be rented to the daycare until we have a new minister.

Merry Lee Frith asked if we have a Search committee budget. Eric indicated we do not yet, but it will be discussed at the upcoming Search committee meeting on Tuesday. Wendy Croome asked: if we call a minister from outside of Ottawa do we pay moving expenses? Jim Allan said yes, we are responsible for reasonable moving expenses. Jim Allan suggested Search should have a budget.

Jack Wilson motioned that we move adoption of reports. Moved by Bob Hansen, seconded by Angie Garant. Motion passed.

## **8. New Business**

### ***a) Approval of Budget for 2025***

Motion by Laurel Hawthorne to approve the 2024 budget, seconded by Alan Sandeman. Motion carried.

Erin Linnen proposed that \$1k be set aside for the search committee (add to expense budget). Seconded by Eric Blinn. Motion carried.

Motion carried to approve the 2025 budget.

### ***b) Anniversary celebration***

Please review the pamphlet of events that round out this year of celebration. Daycare is also having a 50<sup>th</sup> anniversary celebration, and those who are or have been involved with the daycare over the years will be encouraged to attend.

Ottawa United Churches are celebrating the United Church’s 100<sup>th</sup> anniversary on June 15<sup>th</sup> with a single celebration service that all churches can join at the EY Centre. We encourage our congregation to attend. We will not hold a service on the 15<sup>th</sup> at CMUC but plan to carpool from here for those interested.

## **9. Election of the Officers & Members of Council for 2025**

The council positions were filled as follows:

**Council Chair:** Gil Croome nominated Jack Wilson, seconded by Erin Linnen. No other nominations. Jack Wilson accepted the nomination.

**Secretary:** Erin Linnen nominated Katherine Comunale, seconded by Laurel Hawthorne. No other nominations. Katherine Comunale accepted the nomination.

**Treasurer:** Erin Linnen nominated Eric Blinn, seconded by Alan Sandeman. No other nominations. Eric Blinn accepted.

**Ministry and Personnel Chair:** Alan Sandeman nominated Erin Linnen, seconded by Mark Wilson. Erin Linnen accepted.

**Members at Large:** The following were identified as previous members at large. All confirmed they were open to continuing as such:

- Alan Sandeman
- Merry-Lee Frith
- Bob Hanson
- Ken Roy

The above members were nominated by Angie Garant. Seconded by Erin Linnen. Motion carried.

#### **10. Word of Thanks**

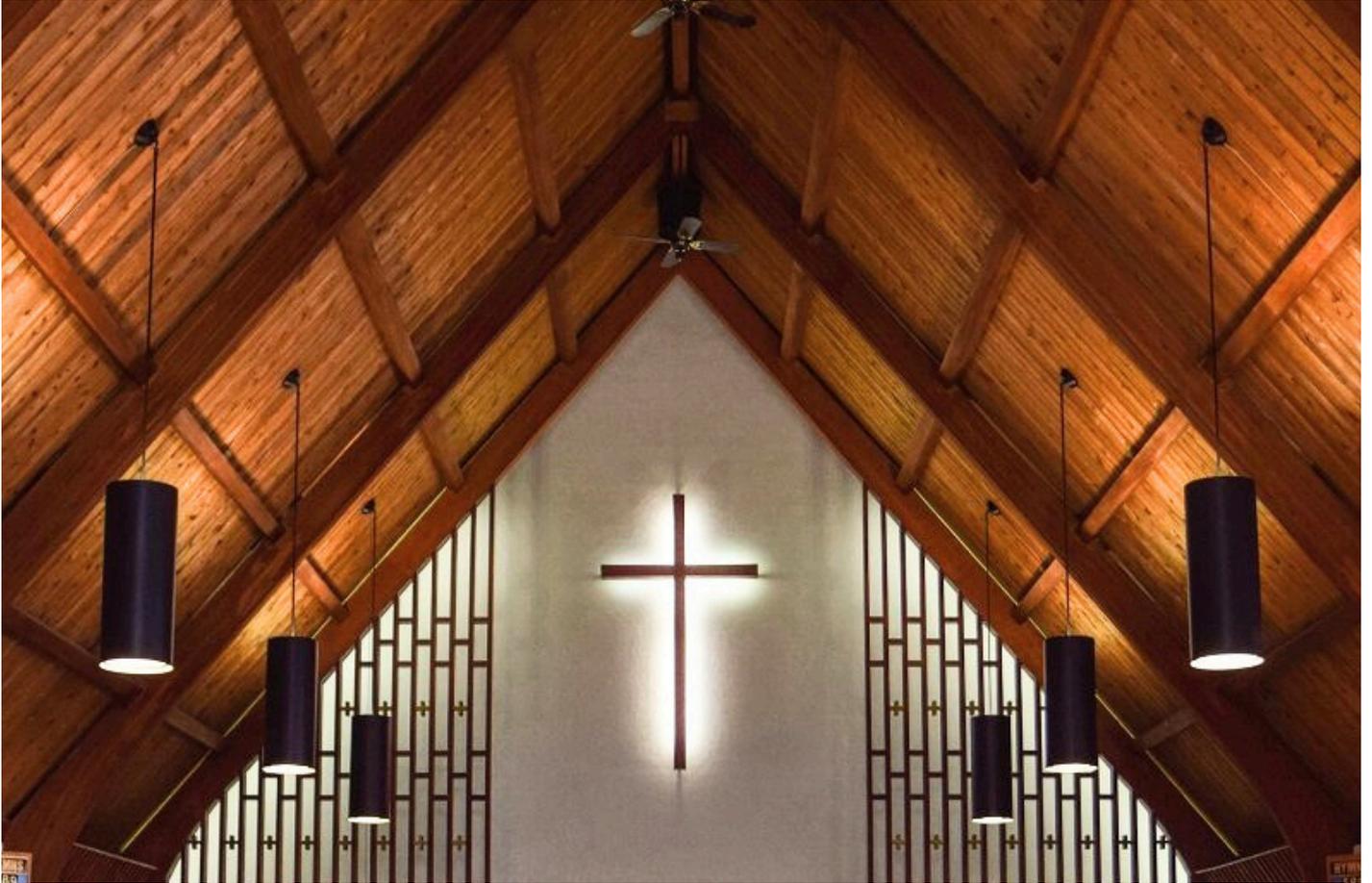
Jack Wilson thanked the attendees for their participation. He reflected that it was nice to have the AGM and pancake Sunday on the same day and that we may consider this in the coming years.

#### **11. Commissioning and Blessing**

Jim Allen closed the meeting with a commission and blessing.

#### **12. Adjournment**

Meeting adjourned at 12:47 pm



Questions? Contact us.



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