

## **Arnprior and District Paraclete Ministries Inc.**

2014 Annual General Meeting

Tuesday, March 24, 2015 at 7:00 pm. 128 Mary Street, Arnprior

The NeighbourLink Fountain is a program of Arnprior and District Paraclete Ministries Inc.

Street Address 128 Mary Street, Arnprior, ON

Mailing Address P.O. Box 21005, Arnprior, ON, K7S 3X6

Telephone 613 623 4200

Fax. 613 623 0830

Email [Office@nlfountain.org](mailto:Office@nlfountain.org)

Web address [www.nlfountain.org](http://www.nlfountain.org)

Facebook Arnprior & District NeighbourLink Fountain

Canada Helps <https://www.canadahelps.org/en/charities/AD-NeighbourLink-Fountain/>

Or go to <https://www.canadahelps.org/en/> and search on fountain Arnprior

## **This Evening's Program**

Welcome: Robert Jones

Devotion: Pastor Julie-Anne Morton

Introduction of the board and church delegates

### **Business Agenda:**

- 1) Acceptance of agenda
- 2) Minutes of the 2013 AGM: Debbie Hudson  
Acceptance of the minutes
- 3) Chairman's report: Robert Jones  
Discussion
- 4) The Fountain Reports: Anne Montgomery  
Discussion  
Acceptance of reports
- 5) Treasurer's report: Sue Fridgen  
Discussion  
Acceptance of Treasurer's report
- 6) Budget for 2015: Sue Fridgen  
Discussion  
Acceptance of the budget for 2015
- 7) Election of new members to the board of directors (Nominations by the board or from the floor). All nominees will be required to sign a nomination form indicating that they are willing to serve on the board and view the CCCC series "Being a Board Member"
- 8) Adjournment

Comments from Lois Bogar

The board will meet briefly to establish a date for their next meeting

Refreshments

Arnprior & District Paraclete Ministries  
**2013 Annual General Meeting Minutes**

March 18, 2014

At The NeighbourLink (NL) Fountain  
128 Mary Street, Arnprior, Ontario

List of attendees attached to file copy:

Board Members: all present

Absent with Regrets: NL Fountain Director: Lois Bogar

Member Churches absent: The Rock Church

Robert Jones welcomed everyone to the 2013 Annual Meeting. Everyone in attendance introduced themselves as well as the church they represented and indicated if they were a board member, voting delegate or non-voting attendee.

**Rev David Hooper** opened with devotions from John 4 "Jesus Talks With a Samaritan Woman" and opened with prayer.  
(Rev Hooper left to attend another meeting)

- 1) Acceptance of Agenda: Acceptance moved by Allan, seconded by Charles; Carried
- 2) Minutes of the 2012 AGM: not read  
Allan indicated that on the page containing attendance report "**2011** Annual Meeting Attendance" should read "**2012** Annual Meeting Attendance".  
Acceptance of the minutes of 2012 with the change of year by Allan; seconded by Gordon; Carried
- 3) Chairman's Report read by Robert:  
Robert also read a note from Lois.  
No questions or discussion
- 4) Director's Report read by Anne Montgomery: No questions or discussion

- 5) The Fountain Reports were read by Rosemary Jones:  
No questions or discussion.  
Acceptance of Reports moved by Sandra, seconded by Ruth; Carried  
Robert prayed for Laurel Foisey's health.
- 6) Treasurer's Report by Sue was reviewed. \$21,500 in bank at end of Dec 2013  
No discussion or questions.  
Acceptance moved by Joan, seconded by Roger; Carried  
Pastor Julie-Ann respects the work Sue does for the NL Fountain and thanked her on behalf of the board members for all her dedication and time spent.
- 7) Budget for 2014 by Sue was reviewed. No questions or discussions.  
Acceptance moved by Allan, seconded by Sandra; Carried
- 8) Re-election of five board of directors:  
Charles Cheatley, Pastor Julie-Ann, Allan Neumann, Debbie Hudson and Robert Jones are up for re-election and in accordance with the by-laws a vote is required to re-elect them to the board for another three year term.  
Gordon motioned to accept and re-elect as a block of five instead of individual votes. Seconded by Sandra; Carried  
Gordon motioned to elect all five board members; seconded by Rosemary; carried

No nominations were received for new members to the board of directors.

**Comments:**

- Pastor Sandra indicated that the NL Fountain should concentrate on finding a person to head fundraising and NL Fountain needs more exposure in the Town of Arnprior.
  - Pastor Julie-Ann said "the NL Fountain Board would be honored to present the NL Fountain to the local churches on a Sunday morning"
- 9) Adjournment: Acceptance moved by Allan
- 10) Pastor Julie-Ann and Pastor Sandra closed in prayer

Refreshments were served

Minutes submitted by Debbie Hudson

Arnprior & District Paraclete Ministries

**2013 Annual General Meeting Attendance**

Meeting Held March 18, 2014

Current 2013 Board of Directors

1. Robert Jones - Chairperson
2. Sue Fridgen - Treasurer
3. Gordon Bethune - Advisor
4. Allan Neumann - Advisor
5. Pastor Julie-Ann Morton - Advisor
6. Debbie Hudson - Secretary
7. Charles Cheatley - Advisor
8. Margaret Schuler - Advisor

Voting Delegates

7. Rosemary Jones - St Andrew's Presbyterian
8. Pastor Sandra Stott - River of Life
9. Ruth Byce - Glad Tidings Pentecostal
10. Laura Benoit - Arnprior Wesleyan
11. Marion Bethune - Braeside United
12. Joan Kelly - St. John Chrysostom
13. Doug Lake - Emmanuel Anglican
14. Roger Renaud - Elgin Street Baptist

Non-voting Attendance

15. Anne Montgomery - NL Fountain Coordinator
16. Ann Metcalfe - Glad Tidings
17. David Hooper - St Andrew's Presbyterian
18. Jay Bogar - Glad Tidings Pentecostal
19. Dorothy Thompson - Arnprior Wesleyan

## **Chairman's Report**

As we start to review the activities of the last year at NeighbourLink Fountain I want first to thank the members of the board for their commitment and courage in dealing with the issues that have arisen during the year.

### **The board of Directors**

Since our last AGM the members of the board of directors have undertaken areas of responsibility as follows:

Chairman: Robert Jones

Treasurer: Sue Fridgen

Secretary: Debbie Hudson

Church Liaison: Robert Jones

Fountain Funding Applications: Allan Neumann

Building Management: Gordon Bethune and Charles Cheatley

Training/Guidelines: Debbie Hudson

Advisor: Margaret Schuler, Pastor Julie-Ann Morton

The board is essentially the same group that was elected five years ago with the exception that two younger members of that group have resigned. I mention this to emphasise that fact that the need for new board members becomes more urgent as time marches on. We need men and women who understand the needs of those we are trying to help, who can accept all kinds of people without passing judgement and who are motivated by a desire to share the love of Christ.

### **Brief overview of the year**

One thing that has not changed is that Rosalie Russet has continued as our able and efficient office administrator. Among other skills, she is a kind of conscience. I get emails forwarded with the message "Please respond". I get follow-up emails "Did you respond?". I may get a repeat follow-up and at least once Rosalie politely asked that we should sit down and create a

response together. We are greatly blessed to have Rosalie to keep us all in order.

After surviving the experience of being thrown in the deep end while Lois was away, Anne Montgomery has led our team of volunteers with growing confidence. Her Love of Jesus shows in the joy she has when we have been able to help someone in distress and her willingness to accept people without passing judgement. She also enjoys telling a good joke.

Our regular daily activities have continued to serve our visitors. The Thrift Store has blessed many who have come in search of clothing and small household items. Our sorting team diligently picks the most suitable items from the donations that come in. Those we cannot use are picked up by Cerebral Palsy to be of benefit to other people.

The café is always busy around lunch time. The soup and garlic toast or salads in warmer weather, even devilled eggs on occasion, are all popular with volunteers and visitors alike. At quieter times games of Scrabble or Crazy Eights break out. The Crew in the Community kitchen have been heard to claim that theirs is the happiest space in the building. Whether it is true or not, it is a good indication of the camaraderie that develops at the Fountain

The Activity Room continues to draw people who want to be involved in creating some craft with paint, wool, Christmas themes or other handy-work.

The Resource Centre is where visitors go to find help with specific needs: LEAP, Gas bills Medical trips or rides to the Food Bank to name a few.

Our major fund raisers contributed significantly to the bank balance. The spring Variety Sale was led by Debbie Hudson and brought in \$1,700. Rosemary Jones organised the Walkathon and the "Christmas with Neighbours" concert which brought in \$4,700 and \$1,500 respectively. These fundraisers demand a lot of work and our thanks go out to Debbie and Rosemary and their teams of helpers.

Numbers are not a good way to express the warmth or the "Buzz" of what goes on at NeighbourLink Fountain but they do give an idea of scale. Here are a few statistics for the calendar year 2014, derived from our database:

The Fountain was open for 123 days last year.

We recorded 4979 sign-ins over the year; 2495 were by visitors, 2484 were by volunteers.

The sign-ins represented 519 people including dependents.

We registered 187 new visitors in 2014.

### **Highlights of the year**

In July we held a brain storming session to look at the vision, how it has changed and whether we need to make any major changes. The session generated some ideas for future development. A summary of the discussion is available for those who are interested.

Early in the fall, Sue Fridgen pointed out to the board that our bank balance was dangerously low. The board convened a special meeting to review our finances with the distinct possibility that we might have to close the Fountain. During the two weeks between these meetings the bank account improved enough to allow us to continue and since then God has blessed us with funds to keep us going. God has provided through prayer, personal giving and corporate donation. For me, it has been an affirmation that God is with us in our desire to help those in need in our community.

This is a good point to acknowledge the generosity of some major donors: The continued faithfulness of local churches, Arnprior Chrysler, The Rotary Club, The Lions Club, Emmanuel Anglican Gift Fund, Renfrew County, The Joker Hockey Club and most recently the Town of Arnprior. However, the majority of our funding comes from personal donations.

In October, the board felt that there was a need to refocus on the idea of serving those who come into the Fountain looking for help. We closed the doors for a week and held three morning training sessions which focused on the concept of servant leadership. It was good to remind ourselves that our purpose is centred on people not the institution. Our thanks go out to Anne, Pastor Julie-Ann, Rosalie, Lois and Jeanette Fraser for their planning and leading many of the sessions.

One result of the refocus was that we realised that the emphasis on creating Christmas decorations for sale in the Activity room had begun to overshadow

its main purpose; namely to be a place to enjoy creating hand-crafts among a group of supportive friends.

At our last AGM we were strongly advised to develop a greater presence with municipal and commercial interests in Arnprior. We have seen growth in both these areas, key examples being the grant from the town and the donation from Arnprior Chrysler. Sandra Stott has also put us in touch with the grants coordinator for the County of Renfrew. He will be able to inform us of provincial and federal grant opportunities.

We are also trying to expand our web presence. We are working on a web site tool to make it easier to keep the information current and we have created a Facebook page. Both of these tools will have a "Donate Now" button linked to our account with CanadaHelps so that donations can be made on line.

We are all very happy that, since December, Lois's improving health has allowed her to be at the Fountain more and more. She has been working in the Activity room and taken an active role in reorganising our stores into two, "Thrift and Gift".

None of the various activities at the Fountain could continue without the dedicated and sacrificial efforts of our team of wonderful volunteers. Their efforts are an example to us all. It is also a joy to me to work with a group of Christians from varied church traditions whose common purpose is to serve our Lord Jesus by serving others.

Although we have met significant tests, it has been a year during which we have seen God take what we offer Him and multiply it into blessings for our many visitors.

Ps 100:3

Know that the Lord is God. It is he who made us, and we are his;  
we are his people, the sheep of his pasture.

NIV

## **Fountain Coordinator's Report**

The NeighbourLink Fountain continues to express God's love by meeting needs of the people in our Community. We see two active components to this response. We are here to respond to people in crisis and those in need of community.

The Resource Centre's purpose is to connect people with agencies, churches and individuals who are able to help. There is a large body of knowledge and information on programs that has developed over time. This year the Resource Team has initiated monthly meetings to bring its members together for team building, training and to review challenging situations. I would like to thank Debbie Hudson for taking on the role of Interim Resource Centre Coordinator. Her compassion for people and her coaching of the team create a strong helping environment.

We are so aware that beyond help through crisis and emergencies there is a tremendous hunger for community. The unrelenting pressures of living beneath the poverty line or having disabilities or mental health problems isolate people. There will always be needs for food and inexpensive clothing but the greatest need is to be a part of a caring community, to participate in something that they can see is making a difference, which has meaning.

We are creating a culture that is born out of a desire to show the love of God. The Fountain is a safe place to form friendships and to mutually support and accept one another. We see that fellowship as people share meals, laugh and joke together and encourage one another. Those relationships result in frequent quiet conversations where people share their more personal struggles.

We are building a culture that encourages all members to be good stewards of the resources God has given us. Three significant projects were directed to this goal. We have introduced moderate pricing in our thrift store. We have completed our first full year of reporting monthly financial statements tracking in-house sales, donations and expenditures to our Leadership Team. We are also implementing an inventory control system.

We believe that our culture should demonstrate our hope for a better future. For this reason we choose to provide opportunities to learn. This past year we have had a CPR and First Aid course, Food Safety course, Leadership Development and an introduction to Non-Violent Crisis Intervention. Legal Aid has come and spoken to us about Debt Collection and Navigating Ontario

Disability Support Program. Beyond these classes there is the huge task of mentoring and coaching people on a daily basis.

We believe that a community that expresses God's love must say out loud what it believes. Each morning we have devotions together. We read scripture, discuss it and pray for needs. Every team meeting opens with scripture and prayer. We keep a blessing tree where visitors can take a word of encouragement from the Bible. I have heard from people who visited a year ago and still have their verse hanging in the car because it spoke to them. Twice a month we have an old fashioned hymn sing.

This year we have initiated a Chapel service for special occasions. Our first was Christmas and last month we talked about God's Love for Valentine's Day. At the end of this month we will have a service for Easter.

Finally, I would like to thank the Board, our Founding Director, the Leadership Team and the Resource Team, all the volunteers of the NeighbourLink Fountain and all our Fountain friends. It has been an honour to walk through this year with you.

Anne Montgomery  
Fountain Coordinator

## Financial Reports

Introduced by Sue Fridgen

### NeighbourLink/The Fountain Balance Sheet Prev Year Comparison As of 31 December 2014

	31 Dec 14	31 Dec 13	\$ Change	% Change
<b>ASSETS:</b>				
Current Assets				
Chequing/Savings				
Chequing Bank Account	18,626.82	21,086.14	-2,459.32	-11.7%
Petty Cash	150.00	150.00	0.00	0.0%
Total Chequing/Savings	18,776.82	21,236.14	-2,459.32	-11.6%
Accounts Receivable				
GST Receivable	250.11	310.84	-60.73	-19.5%
Total Accounts Receivable	250.11	310.84	-60.73	-19.5%
Other Current Assets				
PST Receivable	656.09	815.54	-159.45	-19.6%
Total Other Current Assets	656.09	815.54	-159.45	-19.6%
Total Current Assets	19,683.02	22,362.52	-2,679.50	-12.0%
<b>TOTAL ASSETS</b>	<b>19,683.02</b>	<b>22,362.52</b>	<b>-2,679.50</b>	<b>-12.0%</b>
<b>LIABILITIES &amp; EQUITY</b>				
Equity				
Retained Earnings-Previous Y...	992.04	992.04	0.00	0.0%
Unrestricted Net Assets	21,370.48	7,512.00	13,858.48	184.5%
Net Income	-2,679.50	13,858.48	-16,537.98	-119.3%
Total Equity	19,683.02	22,362.52	-2,679.50	-12.0%
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>19,683.02</b>	<b>22,362.52</b>	<b>-2,679.50</b>	<b>-12.0%</b>

PARACLETE MINISTRIES  
NEIGHBOURLINK/FOUNTAIN

2015 BUDGET PROPOSAL & 2014 COMPARATIVE INCOME STATEMENT

	2015 BUDGET	2014 ACTUAL	2014 BUDGET	%	2013 ACTUAL FOR YEAR	2012 ACTUAL FOR YEAR
<b>INCOME</b>	-	-	-			
DONATIC CHURCHES/NON-PROFIT	\$ 17,000	\$ 16,930	\$ 12,000	141%	\$ 13,575	\$ 12,375
INDIVIDUALS	28,000	28,127	20,000	141%	18,395	12,658
FUNDRAISING	8,000	7,198	12,000	60%	11,862	9,668
SPECIFIED	-	-	2,000	0%	1,750	3,420
INHOUSE DONATIONS	10,000	9,189	15,000	61%	15,591	4,155
	-	-	-		-	-
	\$ 63,000	\$ 61,444	\$ 61,000	101%	\$ 61,173	\$ 42,276
<b>EXPENDITURES</b>						
STAFF/ PAYROLL (1 EMPLOYEE)	\$ 20,805	\$ 20,098	\$ 20,805	97%	\$ 5,586	\$ 675
VOLUNTEER TRAINING/APPREC.	500	1,566	500	313%	713	244
DRIVER REINBURSE.	300	40	300	13%	-	-
INSURANCE	2,300	2,036	2,300	89%	823	3,158
OFFICE POSTAGE/PO BOX	375	244	375	65%	342	258
OFFICE SUPPLIES	1,000	798	1,300	61%	1,280	412
TELEPHONE	3,300	3,251	3,100	105%	2,969	3,280
BANK CHARGES	60	56	60	93%	54	66
MEMBERSHIP/LICENCE	220	215	220	98%	210	220
BUILDING RENT	14,400	14,400	14,400	100%	14,400	14,400
SUPPLIES - BUILDING	6,000	5,637	3,500	161%	3,447	2,763
UTILITY - HYDRO	10,000	8,981	10,000	90%	9,215	10,220
PROGRA SUPPLIES - PROGRAMS	1,000	611	1,500	41%	2,396	1,165
SUPPLIES - CAFE	3,500	3,436	3,000	115%	3,044	2,153
SPECIFIED GIFTS (DONATIONS)	-	-	2,000	0%	1,750	3,420
DONATIONS-VOUCHERS	1,000	2,029	1,000	203%	611	2,444
FUNDRAISING EXP.	500	453	250	181%	220	238
ADVERTISING/PROMO	300	272	300	91%	254	-
TOTAL EXPENSES	\$ 65,560	\$ 64,123	\$ 64,910	99%	\$ 47,314	\$ 45,116
NET INCOME	-\$ 2,560	-\$ 2,679	-\$ 3,910	69%	\$ 13,859	-\$ 2,840