



# St. James United Church

Peterborough, Ontario



**Affirm** | **S'affirmer**  
**UNITED** | **ENSEMBLE**

**2025**

St. James United Church

An Affirming ministry committed to holding a  
flourishing, loving, safe space for all people.

Are you ready to make a **meaningful impact** within a  
profoundly devoted, affirming faith community?

We invite you to **Walk With Us**.

*"Walk with me, I will walk with you and build the land  
that God has planned where love shines through."  
(VU#649)*

# About Us

**St. James United** is a vibrant, affirming city ministry rooted in the values of **inclusion, compassion, and justice**. We strive to embody God's love through our worship, collaboration and commitment to social responsibility. Our congregation **embraces diversity** and celebrates the unique gifts that each person brings to our shared life of faith.

Located in the heart of our city, **St. James United** serves as a spiritual home for people from many walks of life. We are known for our **deep sense of community**, our dedication to **walking with those in need**, and our desire to be a **visible expression of Christ's love in action**. Our programs and partnerships reflect our belief that faith must be lived out through **meaningful engagement** with the wider community.

As our current minister prepares to retire on July 31<sup>st</sup>, 2026, we are prayerfully seeking a **dynamic, compassionate, and visionary** minister to journey with us into the next chapter of our ministry. We look forward to welcoming someone who will walk alongside us as we continue to grow in **faith, hope, understanding, and love**.

# Land Acknowledgement & Call to Action

Each Sunday, we respectfully acknowledge that **St. James** is located on **Treaty 20 Michi Saagiig territory** and within the traditional lands of the **Michi Saagiig and Chippewa Nations**, collectively known as the **Williams Treaties First Nations**, which include **Curve Lake, Hiawatha, Alderville, Scugog Island, Rama, Beausoleil, and Georgina Island First Nations**.

We recognize these Nations as the **stewards and caretakers** of this land and water, and we honour their continued responsibility to ensure the health and integrity of these lands for generations to come.

*(Adapted from the Curve Lake First Nation Land Acknowledgement.)*

A **Land Acknowledgement** is one meaningful act of reconciliation. As an **Affirming Ministry** within the **United Church of Canada**, we are committed to **listening to, learning from, honouring, and supporting Indigenous peoples**.

One way we live out this commitment is by engaging with the **Truth and Reconciliation Commission of Canada: Calls to Action**. Over the coming year and a half, our congregation will reflect on one **Call to Action** each **Sunday**, deepening our understanding and strengthening our collective response to reconciliation.



# Ministerial Key Responsibilities

- **Lead inspiring and engaging worship services** that invite spiritual reflection, deepen faith, and connect scripture to the realities of our daily lives.
- **Offer compassionate pastoral care and presence**, walking alongside individuals and families through life's joys, challenges, and transitions.
- **Enrich and expand education for all generations**, nurturing curiosity, faith formation, and a deeper understanding of God's call in our lives.
- **Collaborate with congregation, Official Board, and Church Staff** to foster shared leadership, vibrant ministry, and a renewed sense of calling within our church community.
- **Strengthen relationships within the congregation and beyond**, building meaningful connections with local multi-faith communities, other United Churches, and those that we collaborate with as we live out our call to love our neighbours.

# Church Space

St. James United Church uses space within the building for weekday activities and events as well as for Sunday worship. The building is owned and maintained by the **New Canadians Centre**. Each Sunday, members of St. James gather for worship in **Wesley Hall**, which boasts theatre lighting and sound. Wesley Hall formerly served as the original sanctuary and continues to provide a warm, welcoming space for our services, committee/group meetings, St. James Players rehearsals, and community gatherings.

In addition to the worship area, the church has dedicated office space for the minister, the church administrator, and the music director, as well as access to a large gym, a small gym, an industrial kitchen and several other rooms throughout the building designated to our theatre group, supporting the day-to-day operations and pastoral work of our ministry.

## **Relationship with the New Canadians Centre (NCC)**

Before becoming tenants, St. James owned the building, and over the past 13 years, we have developed a warm and collaborative relationship with the New Canadian Centre (NCC) while they were our tenants.

Together, we have shared many events and initiatives that celebrate community and diversity. The NCC has become an important partner and is a valued part of our church life. We believe this ongoing relationship is a meaningful expression of our commitment to welcome and inclusion—something we hope our new minister will continue to support and strengthen.

# We Offer

St. James United offers a **vibrant Sunday worship experience**, and we love to laugh and learn together in a relaxed, yet sacred atmosphere. Worship is enriched by heartfelt congregational singing, a small band and inspiring anthems, led by our Music Director, **Danny Bronson** — an award-winning, multi-talented musician recognized by The Pathway of Fame on May 25, 2020.

Danny's leadership brings additional depth, joy, and artistry to our worship, helping to create a meaningful and uplifting spiritual experience for all. We joyfully and earnestly celebrate baptisms, weddings, and celebrations of life as sacred moments in our community of faith—open to all who wish to share them with us.

## Media and Technology

- Each week, we share an **emailed bulletin, announcements and upcoming services and events** to help everyone stay connected with church news and opportunities to get involved.
- When in-person gatherings weren't possible during the pandemic, we discovered new ways to worship together through **Twitch**. That spirit of connection continues today — members can still join our services online from home, and some of our committees meet virtually through **Zoom**.
- Our worship services include a **PowerPoint presentation** that celebrates community life, highlights upcoming events, and shares announcements with the congregation

# Community Ministry – Volunteer Supported

For many years, **St. James United** has been known as the “*neighbourhood church*”, recognized for its deep commitment to walking with the people and organizations of Peterborough. Our ministry extends beyond Sunday worship, reaching into the heart of our community through volunteerism, compassion, and collaboration.

Some of the ways our congregation lives out this ministry include:

- ♦ **The Angel Tree** - Each Christmas, we collect gift cards for children and families to be shared through **The Children’s Aid Society** and **Crossroads**, helping to ensure that every child experiences the joy of the season.
- ♦ **The United Church Women (UCW)** - Our UCW hosts beloved community events such as *muffin parties*, *Christmas Bazaars*, and the *Trunk Sale*, raising funds to strengthen local partnerships. They also provide food donations to **Youth Emergency Shelter (YES)** and **One City Peterborough**, demonstrating their ongoing care for those in need.
- ♦ **Partnerships with Local Charities** - St. James proudly collaborates with dozens of local organizations that make a meaningful difference in our community:
  - Peterborough Pregnancy Support Services, YWCA Peterborough Haliburton, Brock Mission, Cameron House, Youth Emergency Shelter (YES), Salvation Army
  - With the use of Affirm speakers, we support both in practice and financially not-for-profit organizations. We have had well over sixty (60) speakers. Some of them include the Canadian Mental Health Association, Redpath, PATH (Peterborough Action for Tiny Homes), The Mount and One City.

# Community Ministry – Volunteer Supported (Cont.)

- ♦ **St. James Theatre Group (St. James Players)** - Beyond worship, St. James provides a nurturing and creative theatre environment for congregants, friends, and members of the wider community through our award-winning **St. James Theatre Group** ([stjamesplayers.ca](http://stjamesplayers.ca)). This ministry of the arts fosters fellowship, creativity, and an opportunity to be mentored by seasoned community actors, reflecting our belief that artistic expression is a vital part of faith and community life.
- ♦ **Abraham Festival** - St. James has hosted the Abraham Festival multiple times in the past few years. Here is what this group is all about:

*“A gathering of the spiritual descendants of Abraham. We are Jews, Christians and Muslims who meet in a spirit of celebration and awe so that ‘we may know one another’. We realize there are many misconceptions about the Abrahamic faiths, and we are strengthened in our celebration by our similarities as we endeavour to demystify ‘the other’, while encouraging acceptance of our differences. We embrace people of faith and those who do not follow a faith tradition, as well as all those who care deeply about peace, equality and social justice.”*

- Abraham Festival Website



# Community Ministry – Volunteer Supported (Cont.)

- ♦ **The Oasis** - St. James offers space for occasional Jummah prayers throughout the year.
- ♦ **Peterborough Family Pride Week** - We joyfully participate in the **Pride Parade** and host a booth at the **Pride-in-the-Park** event that follows, celebrating inclusivity and supporting our 2SLGBTQ+ community.
- ♦ In addition, our **Craft Group** meets weekly on Tuesday mornings. This energetic and creative ministry not only provides fellowship within the congregation but also extends its reach to local schools, supplying wool, knitting needles, and crochet hooks to teachers so students can learn these traditional crafts. The handmade blankets, hats, and other knitted items are then shared with community groups and those in need – a beautiful expression of care and creativity in action. (These contributions are detailed further in our 2025 Annual Report.)

Through these and many other initiatives, St. James continues to live out its calling to love and serve our neighbours, embodying faith through practical, heartfelt service.

# What the City of Peterborough Has to Offer

Come and discover **Peterborough** — a vibrant city on nature's doorstep, shaped by creativity, connection, and community. Nestled in the heart of the Kawarthas, Peterborough offers the perfect balance of small-city warmth and urban convenience.

The newly opened **Canadian Canoe Museum** now features a world-class waterfront campus, showcasing the world's largest collection of canoes, kayaks, and paddled watercraft. Designed to reflect the form and spirit of a canoe, this remarkable building celebrates Canada's paddling heritage and honours the deep contributions of Indigenous peoples to our shared history.

Peterborough is also home to **Trent University** and **Sir Sandford Fleming College**, both of which enrich the city with their academic excellence, innovation, and cultural diversity.

With **GO Bus connections** linking to the GO Train network, Toronto and the Greater Toronto Area are within easy reach for those seeking the energy of the big city.

For outdoor enthusiasts, Peterborough serves as a gateway to the **Kawartha Lakes region**, offering abundant opportunities for recreation and renewal. Enjoy scenic rail trails for cycling and walking, explore nearby lakes and rivers, or experience the natural beauty of **Jackson Park**, a tranquil green space right in the heart of the city.

Peterborough is consistently recognized as a **family-friendly and culturally vibrant community**, with an array of festivals, live performances, and recreational opportunities for all ages. Learn more about what makes Peterborough such a special place to live and visit at [ptbotourism.ca](http://ptbotourism.ca).



# St. James United Church

Peterborough, Ontario

We invite you to get to know us better and discover what makes **St. James United** such a special place to worship, serve, and grow in faith. Visit our website at [stjamesunitedchurch.ca](http://stjamesunitedchurch.ca) to learn more about our ministries, events, and community partnerships. You can also find us on [Facebook](#) and [Instagram](#), where we share stories, updates, and glimpses of daily life within our congregation.

If you feel called to explore this opportunity further, we would love to hear from you. Reach out to us in confidence — and *Walk With Us* as we continue to live out God's love in the heart of Peterborough.



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# Minister's Position Description

## Summary

The Minister will assume overall leadership for the life of St. James United Church, working collaboratively with staff, members and adherents to be part of a meaningful individual and collective faith journey – through worship, education, and service.

The Minister is an integral part of the St. James family, sharing faith with friendliness, enthusiasm, integrity, inclusivity, creativity, positivity, and a sense of humour. This individual will create meaningful worship services using progressive theology, offer care and support, and encourage relationship building at St. James, with other United Churches in town, as well as with community partners.

The minister will work with people of all ages and be dedicated to enhancing and growing our Affirming ministry.

Guided by the Spirit, the minister will walk with us in creating a vision for St. James that explores new possibilities, while naming that which we continue to find meaningful and life-giving.

## Accountability

The Minister will work with and through the Ministry and Personnel Committee to be accountable to the Official Board of St. James United and to East Central Ontario Regional Council.

## Areas of Responsibility and Skills

### ***Worship and Liturgy 14 HOURS (35%)***

1. Plan weekly worship services, in addition to special services throughout the year, with the support and input of the Worship Committee.
2. Create reflections that nurture, strengthen, challenge and guide the congregation in their daily lives. Connect the liturgy to the theme for the day and ensure inclusive language is used whenever possible.
3. Create meaningful worship services that strengthen and grow deeper relationships with God, one another and with all of creation.
4. Select music for weekly worship with the Music Director (music is a very important component of our weekly worship).
5. Be open to a variety of music in Sunday worship.
6. Encourage continued participation and leadership of members of the congregation in Sunday worship.
7. Continue to welcome guest Affirm speakers throughout the year.
8. Conduct the sacraments of Baptism and Communion throughout the year.
9. Conduct wedding and funeral services as needed.

### ***Education 8 HOURS (20%)***

1. Offer at least one educational opportunity to the congregation every year (book study, documentary/movie, Bible study, etc.)
2. Work closely with the Affirm Team in choosing guest speakers each year.
3. Offer support and guidance to the Kidventure Leaders



4. Inform various church committees when UCC educational opportunities arise for them (Treasurer, Stewardship, Racial Justice, Affirm United, etc.)
5. Share information about educational offerings from organizations in Peterborough
6. Create or introduce educational opportunities that are new to St. James.
7. Share information and spend time with people wishing to join the church, be baptized, or get married.
8. Keep up with the United Church of Canada educational requirements and complete the annual declaration.

### ***Communication and Community Engagement 8 HOURS (20%)***

1. Provide support and offer direction to the Official Board.
2. Offer guidance and support to the Treasurer, Office Administrator, Music Director and various committees.
3. Connect with the Sunday morning “virtual participants”.
4. Be familiar with local organizations that offer support that members of the St. James community might need.
5. Participate in ECORC (East Central Ontario Regional Council) gatherings and committee work.
6. Connect with other United Church ministers in Peterborough (for mutual support and to nurture and develop a more collective collaborative ministry\_.
7. Maintain and nurture the relationship with our Multifaith partners the *Abraham Festival* and *The Oasis*.
8. Uphold and nurture our relationship with the staff of the New Canadians Centre (we are so much more than our lease agreement).
9. Grow and sustain relationships with community partners.

### ***Pastoral Care 10 HOURS (25%)***

1. Do pastoral visits to people in the hospital, care facilities and private homes in times of need.
2. Visit with people new to the St. James community.
3. Visit members of the congregation to build rapport (as time permits)
4. Offer support to the whole faith community in times of collective grief.
5. Offer spiritual and emotional support to staff, members and adherents as needed, while maintaining healthy boundaries.
6. Ensure that you have a support network in place for yourself. M&P is a good starting point.

**NOTE:** Minister hour-weighted percentages represent an ideal distribution. Each year during the annual review, the Minister, in consultation with the Ministry and Personnel Committee, will evaluate and adjust these percentages as needed.

## Skills Profile

1. Being an excellent communicator and helping the various groups and committees to keep the lines of communication open with one another and with the congregation.
2. Strong sense of self and personal faith while being open to and respectful of other people's beliefs.
3. Ability to be a team player (while you are the leader, we are in ministry together).
4. Ability to be approachable and open.
5. Good administrative and organizational skills
6. Basic knowledge of church technology
7. Able to get along with a wide variety of people
8. A good listener
9. Openness to, and excitement about new ways of being the church
10. Kindness, compassion, intuition, creativity, confidence, positivity, integrity, enthusiasm, and a sense of humour are all important skills for this position.
11. Basic counselling skills and knowing when to refer to professional therapists
12. Ability to set healthy boundaries.



**An affirming ministry committed to holding a flourishing, loving, safe space for all people.**

## Financial Viability Review

Date: November 28, 2025

St James United, Peterborough, ON

Compiled by: Marilyn Perrin, Treasurer, consulted with Ron Horton (*previous Treasurer, 13 years*) and the Ministerial Search Team

**Team Members:** Yvonne Lai, Leslie Gutsole-Floyd, Marney Horton, Fred Batley and Richard Patterson-Chair.

*“And God is able to bless you abundantly, so that in all things at all times, having all that you need, you will abound in every good work.” 2 Corinthians 9:8*

## Financial Viability Review

Community of Faith: St James United Church, 221 Romaine Street, Peterborough, ON, K9J 2C3

Date:

### 1. Do your expenses exceed your revenues? \*Yes – to 30-09-25

Year	Revenues	Amount given through envelopes	Amount given through PAR	Expenses	Do expenses exceed revenues? (yes/no)	*Bank balance at end of year
Current year	\$195,270	\$43,787	\$49,193	\$242,834	*Yes -to 30-09-25	<b>\$14,361</b>
One year ago	\$311,733	\$64,664	\$67,923	\$325,218	Yes	<b>\$13,027</b>
Two years ago	\$336,615	\$84,111	\$67,710	\$360,247	Yes	<b>\$11,839</b>
Three years ago	\$293,088	\$82,983	\$68,293	\$298,236	YES	<b>\$9,358</b>
Four years ago	\$266,580	\$81,230	\$68,108	\$279,519	YES	<b>\$6,503</b>
Five years ago	\$258,617	\$67,580	\$59,648	\$264,528	YES	<b>\$9,687</b>
Six years ago	\$252,500	\$73,763	\$56,690	\$250,255	YES	<b>\$22,969</b>

### Comments

Please include any comments you think are pertinent to your situation—renovations, special fundraising, money that comes in as revenue that you really don't have use of because it goes out to organizations, GICs, term deposits, memorial fund, support of Mission & Service, no minister, or minister on sabbatical. These comments help you understand why expenses might grow one year and revenues another.

A recent financial statement should be appended to this document.

October Financial Statement and Treasurer's Overview are attached to the end of this Document



## 2. Payroll Costs

At present, we have called or appointed the following paid staff:

Minister: 40 hours per week,

Administrator: 24 hours per week

Cleaner: 2 hours per week

Music Director 7 hours per week

Cost of payroll (\$ paid plus employer contributions (EI, etc.) for everyone: (*as of 30-09-25*)

Current year	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
\$161,077	\$176,563	\$177,046	\$169,018	\$164,277	\$153,344	\$148,234

3. Have you experienced a deficit for more than two consecutive years in the last five years? YES

4. Are there any outstanding loans? NO

5. Do utilities, maintenance, and repairs exceed 25 percent of revenues? *Not applicable (rent space)*

Year	Utilities (Power and Water)	Fuel	Maintenance	Total	Exceeds 25% of Revenues (Yes or No)
Current year to 30-10-25	\$2178	\$ N/A	\$3,732	\$5,910	NO
One year ago	\$34,382	\$ N/A	\$56,476	\$90,858	YES
Two years ago	\$37,593	\$ N/A	\$68,972	\$106,565	YES
Three years ago	\$24,457	\$ N/A	\$61,587	\$86,044	YES
Four years ago	\$17,506	\$ N/A	\$54,464	\$71,970	YES
Five years ago	\$17,346	\$ N/A	\$47,860	\$65,206	YES
Six years ago	\$20,378	\$ N/A	\$44,476	\$64,854	YES

**6. How many contributors support your congregation?**

<b>Current year</b>	<b>One year ago</b>	<b>Two years ago</b>	<b>Three years ago</b>	<b>Four years ago</b>	<b>Five years ago</b>	<b>Six years ago</b>
85	85	87	103	104	104	98

**7. How many contributors would you have in each age group this year?**

0–20 years	
21–30 years	
31–40 years	
41–50 years	10
51–60 years	10
61–70 years	15
71–80 years	30
81+ years	20

**8. Is there a reliance on a few generous contributors where 50 percent of the revenues come from one or two contributors? NO**

**Contributors and Givings**

Annual giving	Number of givers: Current year	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
\$0–\$100	20	25	27	50	39	42	87
\$101–\$500	10	35	43	37	37	37	30
\$501–\$1,000	20	19	20	18	16	18	28
\$1,001–\$5,000	43	43	43	45	54	49	48
\$5,001+	3	3	2	6	10	9	5

**9. Have you taken part in a stewardship project (campaign) in the past two years?**

\_\_\_\_\_ No project

x \_\_\_\_\_ Letters to congregation when we have the need

x \_\_\_\_\_ Regular information and letters sent to all members and adherents

\_\_\_\_\_ Program such as *Called to Be the Church* (on the [Stewardship Toolkit](#) website) with information during worship, letters, and a request for commitment

\_\_\_\_\_ Program and information presented at a congregational get-together

\_\_\_\_\_ All-member visitation

x \_\_\_\_\_ Other: 3 Campaigns per year. 1. Giving Matching \$30,000. 2. Anniversary \$5800. Sunday Donor \$3,000

If you did, what were the results?

All campaigns have been successful or exceeded the objective

Have you encouraged members, yearly or more regularly, to increase PAR giving? ☒ Yes ☐ No

With limited success.

**10. Please list any investments, special funds, and other monies your community of faith holds. What are the rules/restrictions around the use of those funds?**

- GIC investments total \$64,310.14
- Designated funds included in GIC's
- \$1,154 – Benevolent Fund
- Church Door Key Deposit \$470
- \$1,103. – Technology Replacement Fund (for Wesley Hall Sound System)

*Having examined your current financial situation, you will want to examine the minister's salary schedule on the [Minister's Salary Schedule and Cost of Living Groups page](#) and work with your treasurer to determine the cost of ministry personnel at different increment categories. This will include salary, allowances, and employer contributions to government plans, pension, and benefits. Your treasurer will perhaps understand these tools more clearly than members of the search team.*

- *The United Church of Canada provides budgeting tools for treasurers for both ministry personnel and lay employees on the [Budgeting Tools for Treasurers page](#).*
- *In addition to the employer costs noted in the tables in these United Church tools, there are employee and employer premiums for Employment Insurance and Canada Pension Plan. (Tables for these costs are available on the [Canada Revenue Agency website](#).)*

**Thinking about the Data You Have Collected**

The covenant with a minister that you call is seen to be at least a three-year commitment. Show how you will be able to meet that commitment.

Note: See Treasurer's Observation and Ministerial Search Team Observations

**Observations – Treasurer Marilyn Perrin / Consult with Ron Horton (previous Treasurer 13 years)**

Treasurer's observations: Envelope, online, and PAR giving have been declining for the last few years. With the shift from becoming building owners to tenants, expenses will decline going forward since we are not responsible for the maintenance of the building. Our three annual Stewardship Campaigns are extremely successful (Matching Donor - \$30,000, Anniversary Donor Match - \$5,500, Special Campaign for new equipment or a specific project - \$3,000). We will continue to need to generate money through fundraising.

With the sale of the church, April 1, 2025, we are no longer responsible for maintenance and utility costs. We also do not have the opportunity to generate revenue through rentals and are exploring creative ways to fundraise.

The church sold for \$720,000. – We hold the mortgage. Mortgage income is \$72,000. Per year for 10 years. As well as free rent of Wesley Hall, office space for our Minister, Office Administrator and Music Director, we have limited (but generous) hours in other spaces for 10 years, with the opportunity to negotiate rental space for an additional 5 years.



Our expenses this year were more than what they will be going forward due to office renovation costs, lawyers' fees, cost of moving wiring to new offices. As a result, we have had to cash \$37,000. In GICs to date in 2025, as well as borrow from the January/March mortgage payment. We received payment in mid-March on April 1st, 2025.

Of the \$72,000. Per year received as mortgage payments, \$7200. Is to be paid to U.C.C. to be designated to indigenous ministries.

Going forward, insurance costs will be about \$300, down from: \$1618. a month, and office expenses (internet) will be reduced by \$375. a month effective November 1, 2025.

Of the \$72,000 per year received as mortgage payments, \$7200. Is to be paid to U.C.C. (via ECORC) and is designated to (I)indigenous (M)ministries.

### **Search team's observations (if separate from above):**

Overall, the Ministerial Search Committee concurs with the Treasurer's financial review.

The financial overview has clarified that St. James has the strength, through its 117-year history, to continue honouring its mission as an ***“affirming ministry committed to creating a flourishing, loving, and safe space for all people.”***

The St. James congregation are an incredibly hard-working group of people who strive to live within our means and take stewardship very seriously.

The recent sale of the St. James church building (to our former, long-term tenants and community partners) and the transition to tenant status are anticipated to impact the financial future of St. James positively as a result of the significant reduction in building maintenance and operational costs. Nonetheless, continued commitment to Stewardship Campaigns and ongoing and innovative fundraising are necessary.

The financial statements reflecting the past few years, which show a deficit, must also be balanced by showing assets (GICs) to cover the managed deficits. This weighed against the numerous annual activities of St. James speaks volumes for itself regarding the ongoing financial management by Rev. Julie, our Treasurer, the Trustees, the Church Board, and all the Committees.

The Ministerial Search Team, as we progress through the search process, trusts our faith in the God of Mystery that the right person is out there waiting for our call.

Regional council's observations (optional):

### **Recommendations**

Now that you have all of this information, what is your plan for ministry (ministry stream, highest category you feel you can afford, full- or part-time), and how are you planning to pay for this ministry for at least a three-year commitment? ***See Below***

## Recommendation of the Search team, Treasurer, and governing body:

Dear St. James Family,

Over the past several months, the Ministerial Search Team has been prayerfully reviewing the needs of our congregation, the insights gathered through the congregational survey, and the financial assessments provided by both our current and past Treasurers. We are grateful for the thoughtful input and support we have received from the entire church community during this process.

After careful consideration, we are pleased to share the following recommendation:

That St. James proceed with hiring a full-time minister (40 hours per week).

That the minister's compensation be set within Cost-of-Living Group 4 (*see table below*), with the specific placement within that Group determined by identifying the "right person" who best fits the needs of St. James.

Further, the compensation includes an additional **10% above the starting point** as an expression of our confidence in the individual God will lead to serve among us.

This decision will be managed within the Church budget at the time of candidate review and compensation offer.

This recommendation reflects both our present financial capacity and our hope for the future of St. James.

Thank you for your continued prayers as we move forward in this important work.

Minimum Comprehensive Salaries for Ministry Personnel

Cost of Living Group	Years of Eligible Service (Increment Category)					
	A 1 to 2	B 3 to 4	C 5 to 7	D 8 to 10	E 11 to 13	F 14+
	Order of Ministry (includes diaconal and ordained ministers)					
1	57,553	59,578	61,608	63,634	65,662	67,688
2	60,677	62,704	64,732	66,760	68,788	70,814
3	64,714	66,740	68,768	70,797	72,825	74,850
4	69,529	71,556	73,584	75,611	77,640	79,665
5	74,999	77,025	79,053	81,081	83,109	85,136
6	81,508	83,535	85,562	87,591	89,619	91,646

Respectfully, The St. James Ministerial Search Team

October Financial Statements follow:

RECEIPTS -General Account	Oct. 2025	Oct. 2024	monthly \$ change	YTD 2025	YTD 2024	YTD \$ change	2025 budget		SPECIAL GIVINGS	Oct. 2025	YTD
Christian Education - General	0	0	0	0	0	0	100		Easter	\$ -	\$ 982.00
C.E. summer camp (net)	0	0	0	0	2,014	-2,014	0		Good Friday	\$ -	\$ 170.00
Envelope/online gifts	1,546	1,551	-5	17,211	20,008	-2,797	32,000		Thanksgiving	\$ -	-
Stewardship Campaigns	4,310	4,356	-46	31,280	30,325	955	23,850		Christmas	\$ -	-
Other Special Gifts	25	265	-240	1,177	976	201	3,375		Service Dedication	\$ 25.00	\$ 25.00
PAR gifts	4,786	5,572	-786	53,979	56,500	-2,521	66,850			\$ -	-
Fundraising (net)	141	140	1	3,706	1,222	2,484	7,000			\$ 25.00	\$ 25.00
Gift cards (net)	515	257	258	4,128	3,784	344	5,000		STEWARDSHIP CAMPAIGNS		YTD
In memoriam donations	25	100	-75	1,280	425	855	500		Anniversary	\$ 3,678.00	\$ 4,349.00
Interest (Savings Acct & GICS)	0	0	0	846	1,014	-168	1,225		Matching Donor	\$ 632.00	\$ 22,694.62
Loose offering	93	55	38	511	862	-350	1,300		Giving Sundays	\$ -	\$ 4,236.09
Miscellaneous	2,419	6,376	-3,956	14,228	24,287	-10,058	16,000				
NCC Mortgage Payment	0	0	0	69,330	0	69,330	54,375		Total	\$ 4,310.00	
Organizations (general funds only)	0	116	-116	19,050	25,816	-6,766	34,000		Org Donations		Matching Donor
Rentals (net)	0	8,708	-8,708	26,552	85,301	-58,749	14,785		Craft Group	\$300	\$500
Salaries and Benefits Income	0	0	0	0	0	0	0		Fyd-L-Styx	\$250	5000
Memorial Fund	0	0	0	0	0	0	0		St. James Players		2500
total receipts	\$13,860	\$27,495	-\$13,634	\$243,279	\$252,534	-\$9,255	\$260,360		UCW	\$550	\$8,000
budget – monthly/year YTD	\$21,697			\$216,967	\$251,500						
actual compared to budget	-\$7,837			\$26,312	\$1,034						
EXPENSES									Bank line of credit	\$ -	\$ -
General Account									GICs cashed	\$ -	\$ -

	ADP						Total owed	
Affirm Committee	-40	-34	-6	-425	-384	-41	-450	
Bank fees/line of credit charges	0	-116	116	-355	-335	-20	-475	
CE general	-18	-15	-3	-593	-320	-273	-400	
Church building cleaning	0	-66	66	-357	-712	355	-600	
Elevator	-124	-1,459	1,335	-5,423	-14,590	9,166	-4,530	
Employee benefits/allowances	0	-263	263	0	-404	404	0	
Fuel/utilities	-3,003	-3,215	212	-29,665	-28,843	-822	-35,460	
GIC/savings account purchase	0	-2,178	2,178	-19,760	-28,687	8,927	-17,920	
Insurance	0	0	0	0	0	0	0	
Miscellaneous	-283	-1,618	1,335	-7,614	-11,709	4,094	-7,800	
M & P committee	0	-275	275	-7,631	-12,087	4,456	-1,600	
office/phone/internet/postage	0	0	0	-1,414	-796	-618	-400	
PAR	-1,223	-723	-499	-10,589	-8,583	-2,007	-9,900	
ECORC (region) assessment	0	-19	19	-168	-190	23	-220	
Repairs/janitorial/snowplowing	-1,226	0	-1,226	-11,032	-11,800	768	-13,483	
Salaries	0	-2,134	2,134	-34,448	-36,494	2,046	-20,000	
Technology replacement fund	-11,273	-12,297	1,024	-122,720	-117,821	-4,899	-145,090	
United Church Sales Percentage	0	-40	40	-320	-400	80	-480	
Worship committee general	0	0	0	-1,800	0	-1,800	-14,500	
Worship - choir supplies	-126	-51	-75	-788	-411	-376	-1,000	
Worship - honoraria - music	0	0	0	0	0	0	0	
Worship-honoraria-speakers	-700	-400	-300	-4,600	-400	-4,200	-7,000	
Worship - instrument maintenance	0	-650	650	-350	-1,400	1,050	-2,000	
WSIB	0	-102	102	-271	-418	147	-550	
total expenses	-178	-214	36	-704	-727	23	-800	
	-\$18,193	-\$25,867	\$7,674	-\$261,027	-\$277,509	\$16,482	-\$284,658	
budget - monthly/year YTD				-\$237,215	-\$277,843			
actual compared to budget	\$5,528	\$1,917		-\$23,812	\$334			
total surplus/-deficit	-\$4,333	\$1,627		-\$17,748	-\$24,975			
<u>Non General Fund Accounts</u>			monthly \$ change	YTD 2025	YTD 2024	YTD \$ change	2025 budget	
	Oct. 2025	Oct. 2024						



<b>1 – Mission &amp; Service Fund</b> receipts/disbursements	370	527	-157	7,324	7,469	-145	6,500	Funds are disbursed in the month received
<b>2 – Capital Expenses</b> receipts	0	0	0	0	0	0	0	Funds are disbursed in the month received in the general fund. The money comes from the building fund (\$ in savings account)
disbursed	0	0	0	0	0	0	0	
<b>3 – Kavartha Food Share</b> receipts	0	50	-50	468	576	-108	575	Funds are disbursed in June & Dec
disbursed	0	0	0	-368	-334	-34	-575	
<b>4 – Gift Cards</b> received	13,895	7,265	6,630	100,205	105,249	-5,044	129,500	Net amount is shown in general receipts above
disbursed	-13,470	-7,008	-6,462	-96,515	-101,465	4,950	-124,500	
<b>5 – Summer Camp</b> received	0	0	0	0	27,941	-27,941	0	Net amount is shown in general receipts above
disbursed	0	0	0	0	-25,927	25,927	0	
<b>7 – Fundraising</b> received	541	238	304	5,147	1,320	3,827	7,500	Net amount is shown in general receipts above
disbursed	400	98	498	-640	98	-543	-500	

FUNDRAISING	Oct. 2025	YTD
Affirm Initiatives	\$ -	\$ -
Christmas Concert Tickets	\$ -	\$ -
Concert Refreshments	\$ -	\$ -
Gift Basket Raffles	\$ -	\$ -
Greeting Cards	\$ -	\$ 80.00
Lug-a-mug bags	\$ -	\$ -
Lunches and Dinners	\$ -	\$ 602.00
Memorial Tree	\$ -	\$ 250.00
Metal Drop	\$ -	\$ 427.85
Miscellaneous	\$ -	\$ 20.00
Sales (Furniture, pews, etc.)	\$ -	\$ 745.00
Trunk Sale	\$ -	\$ 537.95

Yoga	\$	-	\$	337.50	75% will go to Lyndele
	\$	-	\$	3,000.30	