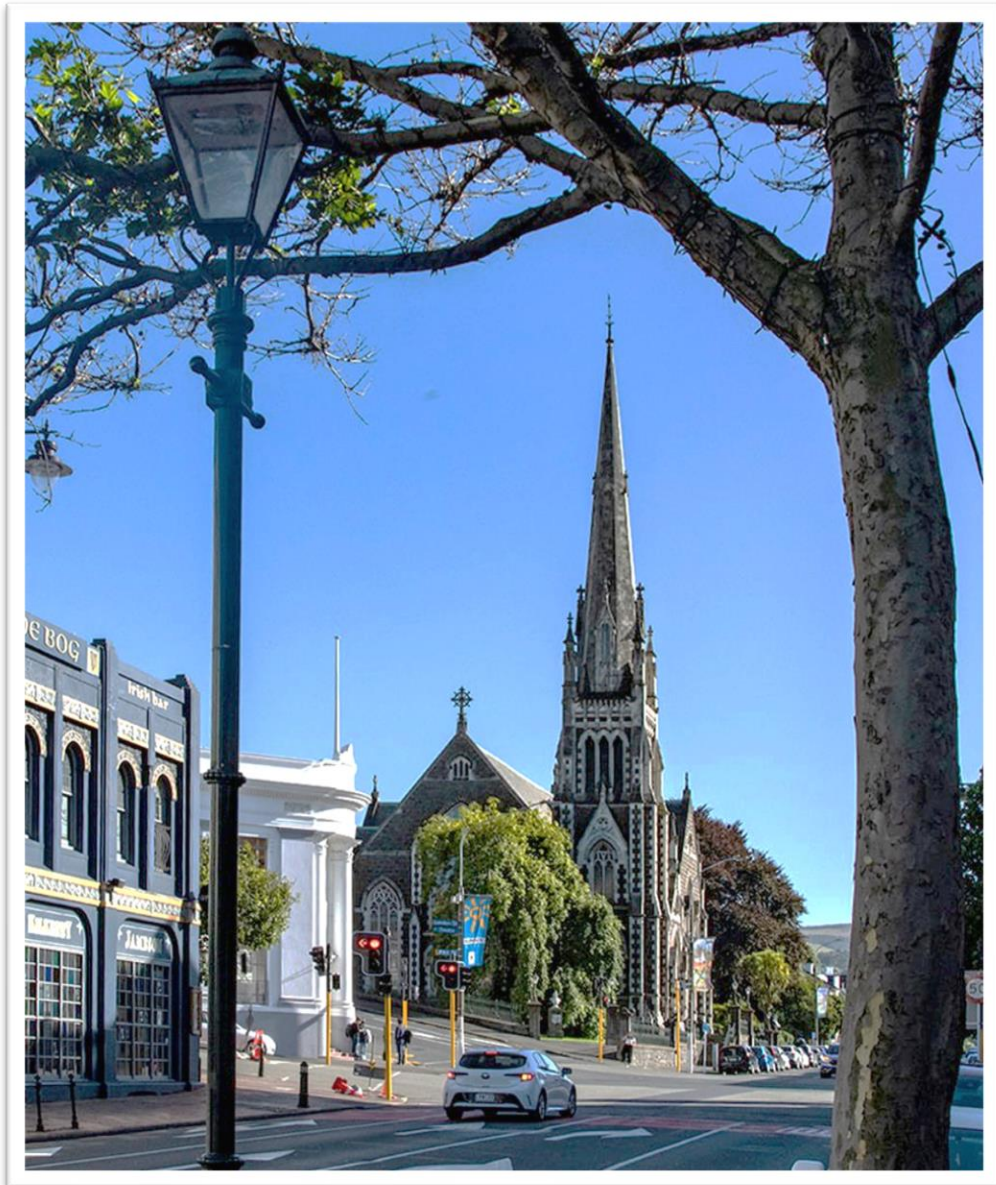


# KNOX CHURCH DUNEDIN

A Congregation of the Presbyterian Church of Aotearoa New Zealand



## PARISH PROFILE 2023

*“We are captivated by the biblical vision of the realm of God, made known in Jesus, given in Grace. We believe we are called to be a community following Jesus, alive to God’s Spirit, working to make real God’s realm.”*

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# 1. INTRODUCTION

Knox Church is a notable inner-city Presbyterian Church of Aotearoa New Zealand (PCANZ) where a gathered congregation has worshipped since 1876. It is an imposing listed Category 1 heritage building situated at the corner of George and Pitt Streets, and seats up to nine hundred people. Attached to the church building is a gathering and heritage display area. The site includes gardens, and an attractive green space enjoyed by the public. The complex also includes the Knox Church halls, a rental apartment, and a carpark.

Knox Church is located at the northern edge of the central business district, along with other important public institutions, including the Dunedin Public Hospital, the University of Otago, and the Otago Polytechnic. Knox Church has a close association with these institutions, and with neighbouring churches.

This profile provides an overview of the mission and the operation of Knox Church, and its significant contribution to the religious and cultural life of the city. For further information, please visit the following links:

- [Knox Church Website](#)
- [PCANZ Website](#)
- [Knox Church Location \(Google Maps\)](#)
- [Moving to Dunedin \(Dunedin City Council\)](#)

# 2. KNOX CHURCH PLAN

The Knox congregation is in good heart, and we plan to continue taking Knox forward as a faith community by building on the strong foundations laid by past ministries and congregations. Key signposts directing us include encouraging worship which grounds our faith in a rigorous theological understanding of Scripture and deepens our faith in thoughtful, inclusive, and diverse ways; identifying missional opportunities and connections; and developing a strong ministry team.

We see the Knox community as continuing to grow in discipleship through all stages of life. We will provide opportunities for learning in addition to weekly worship; deepen relationships across the full breadth of Knox Church; and continue to encourage inclusive participation in worship; we especially seek to increase the participation of children and young families and ways for people to connect beyond Sunday gatherings. As well, we will ensure the choir and our classical musicians continue to be an integral part of worship over the liturgical year.

The physical location of Knox and its history of engagement in the city and university is a significant strength. In response to God's grace and the spoken Word, we will keep looking for ways our congregation can truly be servants – to each other, to our neighbourhood and to the people of this city. At the same time, we will prepare ourselves so that a new ministry can begin strongly, well-resourced, and with encouragement.

For the complete Knox Plan 2021-2023, see the appendices.

# 3. MINISTRY EXPECTATIONS

Knox Church Dunedin is seeking a full-time National Ordained Minister to be the senior leader in our ministry team. We are seeking a person who will be fully committed to Knox and its people, and who will bring fresh perspectives to our ancient faith as we seek to live faithfully in the 21<sup>st</sup> century. We are seeking a person with robust theological training, strong preaching, a compassionate heart, and a

commitment to social and climate justice. An understanding of the peculiar gifts and challenges of “being Church” in an inner-city and tertiary educational context would be an advantage.

## Key Tasks

Area of Focus	Key Tasks	Outcomes
Worship	Oversees worship of 10 am congregation	Services for the 10 am congregation are faithful, relevant, engaging and growing
	Oversees worship of evening congregation	Services for the evening congregation are faithful, relevant, engaging and growing
	Manages preaching roster	Minister preaches regularly; Ensures visiting preachers are suitable for Knox context
	Oversees music and other creative elements in worship	Staff team, including worship committee, choir director and office administrator, works effectively
	Ensures worship is an inclusive and safe environment that reflects the diverse community of Knox and Dunedin	Different voices, genders, and cultures are appropriately represented alongside traditional elements. Use of gender-neutral language is encouraged.
	Celebrates special services appropriately	
Congregational Leadership	Moderates Church Council if required	Church council exercises effective leadership; Knox has a clear mission plan which is implemented
	Moderates Deacons’ Court if required	Deacons’ Court and Church Council work effectively as a team
	Leads ministry team	A well-functioning ministry team which includes staff, elders, deacons, and volunteers
	Maintains excellent internal communication	Elders, deacons, staff, and congregation know what is happening and why.
Pastoral Care	Resources pastoral team	A well-equipped pastoral care team; congregation is well tended by elders and pastoral team
	Responds to pastoral matters as appropriate	The sick are visited, funerals undertaken, milestones appropriately marked
Intentional Faith Development	Leads ministry team in faith development at Knox	Regular opportunities such as studies, small groups, prayer, and spiritual practices are provided for Knox congregation

Mission and service	Maintains outward focus	Knox actively seeks opportunities to serve others, speak Truth to Power, and show God's love; contributes to the spiritual and material wellbeing of people in Dunedin, Aotearoa New Zealand, and the world
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	Maintains relationship with partner organizations	Effective working relationships with organisations including Presbyterian Support Otago, church schools, and others
	Further develops connection with tertiary education community in partnership with key leaders	Students feel Knox is a part of the university community and feel safe coming to Knox; Knox hosts lectures, special events associated with university
	Leads and resources Knox congregation to develop further connections with wider city	Partner organisations identified; congregation capability for missional outreach grows
	Maintains connection with neighbouring parishes, Presbytery and PCANZ	Knox is a key partner in inner-city ministry with neighbouring churches; Minister is actively engaged in Presbytery and PCANZ
Children and Youth	Leads and strengthens ministry team to younger people	Knox grows as an intergenerational faith community

## Personal Specification

### Personal

- An abiding sense of the Spirit at work within themselves and in others, a deep appreciation for how the Scriptures still speak to us today, a lived commitment to following Jesus in humility and grace, and a desire to nurture God's people in their faith journey;
- Commitment to the subordinate standards of PCANZ, as contained in the Kupu Whakapono (Confession of Faith);
- Understanding of tikanga Māori (Māori culture) and commitment to Te Tiriti o Waitangi;
- An excellent communicator, both verbal and written;
- A strong preacher;
- An understanding of, and respect for, the traditions of the church, yet open to fresh expressions of our lived faith;
- Commitment to team ministry;
- Commitment to diversity and inclusivity in worship and in a lived faith (Knox affirms the equality of all God's children, regardless of who they love, their gender, culture, or background)Able to maintain positive working relationships across a wide range of people and theological views;
- Commitment to partnership with other congregations and external organisations;
- Commitment to social and climate justice.

## Qualifications

- National ordained minister, or willing to be accepted to PCANZ roll;
- Minimum qualification – Bachelor in Theology (post-graduate qualifications an advantage).

## Experience

- Experience in growing an inner-city ministry, preferably within a tertiary education context.
- Experience in leading churches in new missional outreach, seeking opportunities to witness, to love and to care;
- Experience in leading teams, both paid and voluntary.

# 4. TRANSITIONS

Knox Church is experiencing several transitions, many reflecting changes in our neighbourhood and expressing the ongoing influence of the Spirit among us.

### Growing ethnic and cultural diversity

While the congregation is primarily Pākehā (New Zealand European), we have a small but growing proportion of people from other cultures and ethnicities, including Māori, and people from Pacific and Asian nations. This diversity is especially evident among our young adults.

Loving hospitality is embraced at Knox. As such, we are strengthening our tradition of

neighbourliness with schools, the University, local businesses, Scottish societies, and other organisations. We are very conscious of our immediate neighbours being small businesses, educational providers, and the hospital. We are continually looking for ways to actively collaborate with these groups.



### Changing composition of the congregation

Slowly but surely, we are seeing more members of the congregation under thirty years of age. Those over seventy years of age who have been very active and dedicated Knox members, are mentoring younger people to step into their shoes, helping to ensure continuity and new energy.

### A diverse Church Council

We have a Church Council of twelve members, moderated by the minister, with members elected for three years and able to be reappointed for a further three years. As a result, there is greater diversity on Council, striking a good balance between institutional experience and fresh ideas. We engage in robust discussions respectfully, giving space to listen to different perspectives; but when a decision is taken, we are unified in our approach.

### An inner-city church

People come to Knox from across the city. Those who live nearby are predominantly young adults who generally attend Knox for three to four years during their studies. We actively encourage their participation in worship and leadership. We are still on that journey. Many of those who have been long-time members came to Knox as students.



### Growing ecumenical and interfaith relationships

We are committed to our ecumenical and interfaith relationships, particularly with our closest North Dunedin church neighbours, Evergreen Korean Presbyterian Church of Dunedin (*left*), Holy Name Catholic Church and All Saints Anglican Church. Knox is a founding member of the Presbyterian-Catholic Dialogue (a joint Good Friday Vigil is held on alternate years at Knox or Holy Name). Other Knox

people are involved with the Dunedin Interfaith Council and support refugee families.

## 5. WHY PEOPLE ARE DRAWN TO KNOX

Many people are drawn to Knox because we have a tradition of encouraging exploration and thoughtful interaction within a community of diverse perspectives. Others have returned from a time away from church and have expressed a desire for fresh exploration of faith or a deeper relationship with the mystery we name God.

People have indicated that they are drawn to Knox's inclusiveness, diversity, theology, music, values, and warmth. Some have questions about traditional expressions of Christian doctrine. Many want their children to know Jesus's values of compassion, tolerance, and love for others. Several have felt increasingly confined in churches that offer a more rigid theological framework. Many have appreciated Knox's support for equal marriage and the active participation in the church of persons who identify as LGBTQ+.

At Knox, we try to provide a safe place where people can explore doubts openly and question orthodoxies without fear of judgment, but also grow their faith in new and surprising ways. It's a faith journey that we share together in the sure knowledge that we are loved by God, regardless of where we come from, who we are, what we are, or whom we love.

From time to time, we are called to exercise our conscience and publicly state our understanding of our biblical and theological perspective. As an example: in fair weather we hang our 'We Welcome all People' rainbow banner on the railings to show our support for persons who identify as LGBTQ+. Another sign visible from George Street is our chalk board which we change regularly to reflect issues on our heart, e.g. solidarity with the School Strikes 4 Climate. We recognise that faith is also expressed in action – supporting Fair Trade, reaching out to prisoners at the Otago Corrections Facility, using resources from the United Nations, voicing concern about climate change and economic injustices, and building a sense of neighbourliness and mutual encouragement.



Knox's commitment to climate justice is strong; the church is affiliated with A Rocha Aotearoa NZ, an international Christian conservation organisation, and has recently been certified as an Eco-Church. Knox

made a comprehensive submission to He Pou a Rangi, the Government’s Climate Change Commission, and we continually seek ways to improve our own carbon footprint. Others volunteer in the community planting native trees, protecting native birds and ecosystems, and at Dunedin’s Orokunui Ecosanctuary.



Knox is also a place where people have come to expect a commitment to music and the arts as an integral part of worship. This music can vary from choral church music to other contemporary expressions. We are continually exploring ways that people with musical and artistic interests can participate and how we can blend old traditions with innovation.

Once known as “the University church”, Knox is adjacent to the University of Otago, one of New Zealand’s leading public research institutions, where many of our congregation teach, work and study. With the 150<sup>th</sup> anniversary of the University in 2019 and the publication of our shared history *Warmed by the Same Light* (Peter Matheson), we are seeking to renew and strengthen our relationship with the educational institutions in this city;

this is an area of expanding ministry for us.

Being called to Knox also means locating to Dunedin, a highly liveable city with a vibrant cultural, café and recreational life, great schools, and first-class sporting venues, all within one of the world’s most remarkable natural environments. Across the road from our church is a block of businesses. We want to contribute to making this ‘Knox Precinct’ an integrated and lively community.



For over 150 years, Knox has sought to embody a tolerant and compassionate theology and to express a perspective on the social and political implications of Christian faith. It has sought to respond to neighbourhood needs. For example, it was instrumental in the establishment of university halls of residence, because of the lack of student accommodation of the time. We recognise that that heritage of adventure needs fresh expression now.

## 6. OUR PEOPLE

We have 135 members and 27 associate members. An additional 49 people are linked in through our pastoral care system. We value the contribution of our older members for their wonderful commitment and collective wisdom. We welcome the on-going challenge of reaching greater numbers of younger people and families. We encourage the input and leadership offered by families and students.

## 7. DEMOGRAPHICS

We:

- have a small but increasing number of people under 30 years of age;
- include university staff, teaching staff, those who are self-employed, medical professionals, as well as a range of other professions;



- have people who identify with 12 different ethnic groups;
- have a large proportion who have been associated with the church for more than 20 years;
- have an increasing number who come to Knox with little church connection and from denominations other than Presbyterian;
- put a high value on wider community issues, environmental issues, the high degree of poverty and social injustice;
- see music and the arts as an integral part of our worship;
- strive to ensure there is a mixture of contemporary hymns and older church music;
- value services which contain an effective mix of music, prayer, participation, and involvement by children within a structured order;
- ensure our services focus on the presence of God;
- are slowly strengthening participation in personal spiritual disciplines and small home groups;
- seek to involve many people in the practical aspects of the church;
- affirm our Scottish heritage;
- have many on fixed or irregular incomes which make it difficult to regularly contribute financially to the church.

## 8. WORSHIP

*“At the heart of Knox there has always been a dignity to the worship service; it’s substantive, and the preaching is profound in a variety of ways.”* – Long-time member of Knox



An appreciation for the richness of liturgical traditions is important at Knox. Not tradition for tradition’s sake, but liturgy that gives meaningful shape to our worship, and provides a spiritual rhythm to help unify us in our prayerful approach to the mystery that is God.

The challenge for Knox is to offer styles of worship which encourage participation by people of all ages and different cultures, use varied forms of music and the arts, and which gathers people who are at different stages of the faith journey. We remain mindful that our worship takes place within a traditional style of building which has good quality musical instruments in its organs and pianos. Knox has made a conscious effort to encourage greater congregational participation in and leadership of services, including by young people and children. In 2018, Knox was accredited as a Kids Friendly church, and we want to expand our commitment to children and young families.

Our Sunday morning worship services follow a classic structure. Typically, during school term time, the Sunday morning service features at least three hymns sung by the congregation, with the choir providing music for an introit, anthem, and offertory. Communion is celebrated monthly at morning services. Currently, due to continued Covid concerns, elders serve the people from four stations around the church. Morning tea is served immediately following the service and is usually well attended. A conscious effort is made to get to know visitors during this time. Church Council is charged with taking the lead on connecting with those who only stay for the service.

Knox is one of the very few churches in Dunedin still offering Sunday evening services. These smaller services provide a more intimate and varied worship style, often with a time for meditation or reflection or involving a special guest in conversation. The evening worship attracts a different congregation from that attending in the morning, so while the numbers are not large, Knox still considers these services important to maintain. Communion is celebrated monthly at the evening services.

Members of the congregation and visiting ministers are encouraged and supported in leading worship services on a regular basis. We are lucky to have many people who help with this, bringing a variety of voices and styles.

Other special services include Ash Wednesday, Christmas Eve (*below*), Christmas Day, Lent and Easter, Pentecost Sunday, Trinity Sunday, Youth Service (led by the Youth Group), and services which acknowledge ANZAC Day, Waitangi Day, Remembrance Sunday, Parihaka (5 November), and Matariki (a national mid-winter holiday honouring the traditional Māori New Year). We also host services for local schools, such as Otago Girls' High School.



## 9. MUSIC

Music plays a significant part in the life of Knox and its style of worship. The prime purpose of the music is to enhance the act of worship, and Knox is very fortunate to have people not only with the skill and talent to provide that leadership, but also with the ability to engage the congregation in exploring the traditional as well as some modern and challenging pieces of music.

## Organist and Choir Director

The current Organist and Choir Director is Karen Knudson, MusB (Hons) MA LTCL. She was appointed to her position in 1997 having been assistant organist since 1990. She has significant strengths as an arranger, composer, orchestral conductor, and teacher of organ.

The choir provides musical leadership at morning services during the primary school term time, and in the evening as and when required. Music in the evening services might mark special dates within the Church year with a performance of a cantata or larger choral work. Under the current leadership there have been an enormous number of services in the church involving visitors, school choirs, their parents, soloists, orchestral players, and their supporters.

Assisting Karen as Organist is the Assistant Organist Dr Peter Stockwell and other talented organists, many of whom are Karen's pupils.



## The Choir

Knox is fortunate to have outstanding singers possessing a depth of musical knowledge who then pass on the traditions of choral music to younger members. Core members currently consist of about 15 but swell for special services such as the annual Christmas Eve Carol Service.

A children's choir has been re-established under the tutelage of Sara Brown, a member of the congregation and an experienced

music teacher. This choir sings once a month at the morning service, and on special occasions throughout the year.

The Friends of the Choir Committee is a small, dedicated group which provides support to the Choir Director for some administrative tasks involved in managing the choir.

## Organs and Pianos

Knox is fortunate to have a magnificent large Hill, Norman and Beard pipe organ which was installed in 1931 and extensively refurbished in 1974. A smaller chamber organ is situated upstairs. We have been well served with donations of quality pianos – a grand piano and two uprights. One of the uprights is in the Gathering Area, enabling this area to be used for worship and choir practices.

## Music as Outreach

Knox has wonderful acoustics, and the church is used as an intimate venue by many touring musical groups and performers. As concerts and theatre productions may be the only occasions when many people enter a church, Knox views these events as important for extending the "church experience" beyond the congregation. Knox has increasingly become a venue of choice for local choirs, including the RSA Choir and City Choir Dunedin, and has hosted the secondary schools' regional choir competition, The Big Sing; as a result, special staging is now available for use.

## 10. CHURCH ORGANISATION

People at Knox use their gifts in a variety of ways as part of the body of Christ. Many contribute by reading, welcoming, teaching Sunday School and leading Youth Group, singing in the choir, writing stories for the *Knox News*, counting the offering, serving morning tea, painting and fixing, raising funds, visiting, tending the garden or leading prayers – no matter what role, you will find a group of capable people ready to step up and do their part.

In addition to the minister, there are three paid part-time staff at Knox, facilities officer Les Carse, office secretary Jacqui Carroll and organist/choir director Karen Knudson.

### Church Council

The Council is the governance body for the church. It is made up of 13 members, including the minister. We attempt to ensure that the demographics of the congregation are reflected in the Council membership. Council members are elders who serve for a period of three years, renewable for a further three-year period.

An AGM is held in held mid-October, during the week. The format usually follows a shared meal, guest speaker, recognition of retired elders and acknowledging contributions to Knox of a wide variety of people. The evening concludes with the business part of the meeting. Other congregational meetings and forums are called as needed.

In 2017 there was a Presbytery-led review of our governance. All but one of its recommendations have been implemented by Church Council.

### Deacons' Court

Deacons' Court is the group responsible for managing the Church's finance, grounds, and buildings maintenance. Each member is elected for a period of three years which may be renewable for a further three years.



### Committees

The Church Council has four committees appointed by the Church Council – Worship, Education, Outreach, and Caring Community. Together with the Deacons' Court, these committees help to implement the Knox Plan. Each Committee has a convenor who coordinates the group's work, reporting regularly with the Council. The Knox Church Council annually reviews these committees.

- **Worship** has responsibility for policy and general direction in relation to worship. The minister may consult the committee on areas of the minister's responsibility. The Directory for Worship (1995) sets out the responsibilities of the minister and the church council. The committee oversees the choir, music, and arts in relation to worship. The Friends of the Choir Committee provides practical support to the choir director. The organist/choir director reports to the minister who has day-to-day responsibility for worship and music. The committee oversees all rosters relating to worship, including welcoming, worship support, reading, communion preparation, praying and flowers.
- **Education** oversees all aspects of faith development in the congregation from infancy to mature adulthood, noting especially Knox's Kids Friendly accreditation. The committee oversees preparation for and follow up from baptism and confirmation, Sunday School, Youth Group, Young Adults Group, study groups and other small groups. The congregation is a learning community. The sub-committee collaborates with the minister to ensure people at Knox keep growing in discipleship.



- **Outreach** helps the church to participate in the mission of God beyond the gathered community; its goal is to put faith into action. Knox works in partnership with other groups, including Presbyterian Support Otago, Christian World Service, the Global Mission Office of the Assembly of the Presbyterian Church, 350 Otago, Oil Free Otago, A Rocha, and other partners approved by Council. One recent successful project was a community art exhibition held in the sanctuary entitled "Art, for Earth's Sake", drawing people's attention to the plight of our planet.
- **Caring Community** helps people connect with one another, and to feel a sense of belonging beyond the worship service. This includes supporting Knox-hosted functions, including funerals and concerts. It also oversees morning and high teas and evening suppers. Events have included progressive dinners, quiz nights, ten pin bowling and dinners of eight. The committee helps new people to become integrated into the life of the congregation. This includes connecting visitors with others of similar interests and organising hospitality after they have been to worship. The committee works with the Pastoral Team.

## Pastoral Team

The Pastoral Team collaborates with the minister to provide pastoral care to the congregation. The team is appointed by the Church Council, and reports directly to it. The team is responsible for maintaining rolls. They:

- Report to the Church Council;
- Facilitate the pastoral care of people in the pastoral areas: Cargill, Saddle Hill, Flagstaff and Maryhill;
- Appoint pastoral visitors;
- Undertake pastoral visits when necessary;
- Facilitate the distribution of newsletters;
- Work with the minister to provide pastoral care for people in particular need;
- Advise the minister of people in hospital or in need of an urgent pastoral visit by the minister;
- Meet with the minister after each quarterly communion to review the provision of pastoral care, to share any feedback that has been provided and to review the membership so that the Church Council maintains up-to-date rolls;
- Maintain confidentiality;
- Liaise with the Caring Community Committee regarding opportunities for strengthening a sense of community in the congregation.



## 11. BUILDING AND AMENITIES

### The Church

“I loved (and still love) the atmosphere of the Knox Church building. To this day when I visit Dunedin, I make a point of visiting Knox, walking through the main doors, and standing in silence at the back of the main aisle...”

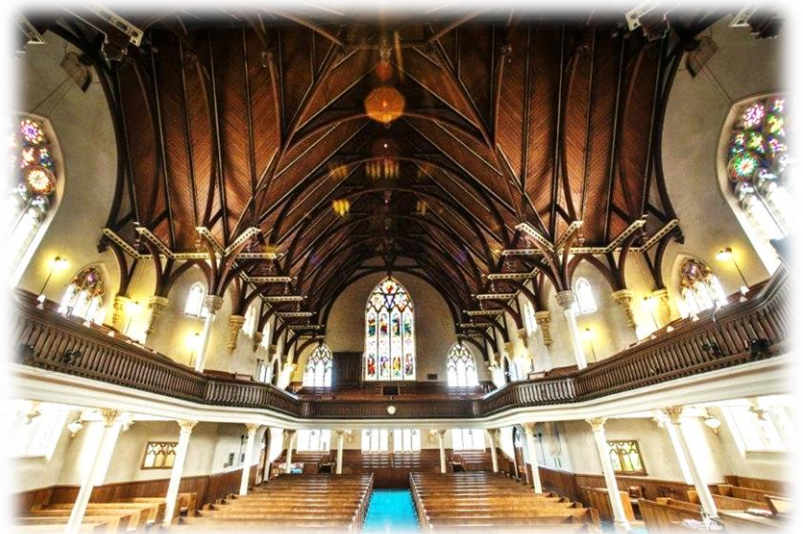
— *Rev Dr Geoff King of Christchurch, reminiscing about his time at Knox*

The church building opened in 1876.

At the time it, was praised for its

“handsomely proportioned walls of

bluestone, relieved by white Kakanui stone facings; its lofty and gracious windows; its dark slate roof relieved by ornamental ridgings; and its high tapering spire pointing heavenwards...” Also of note is its elaborate wooden hammer beam ceiling.



Situated on George Street in the northern end of town near the University of Otago, Knox is an inner-city church within walking distance of the main shopping district, the public hospital and excellent primary

and secondary schools. Its 50-metre spire dominates the skyline and can be seen across much of the central city. It has an Historic Place Category 1 Registration granted to buildings that have a “special or outstanding historic or cultural heritage, significance or value.”

In 2008, the church closed for three months as a much-needed new sprinkler system was installed. During this time, restoration work was completed on the stained-glass windows which were faded and in need of repair.

## Insurance issues

Due to the devastating 2011 Christchurch earthquakes, insurance rates for older, historic buildings deemed an ‘earthquake risk’ have skyrocketed in New Zealand. With premiums rising beyond what the church could afford, Knox made the difficult decision to cover only for fire and malicious damage and not earthquake damage. This means in the event of an earthquake destroying Knox Church, the historic building would not be re-built in its present form. The Knox Church building meets 75% of the new building standards. Despite the deep appreciation we all feel for our building, ultimately, we agreed that Knox was first and foremost about the people and our ministry.

## The Gathering Area

Completed in 2004, the Gathering Area is a place for just that – the gathering of people after church services for a cup of tea, a talk, and a bite to eat. It is also used for small meetings. Equipped with a modern, all-amenities kitchen and toilets (including an accessible toilet). Evening services are held here in the winter. The Gathering Area also leads off to a Heritage Centre, displaying items of interest from Knox’s past, and a display area.



## The Halls Complex

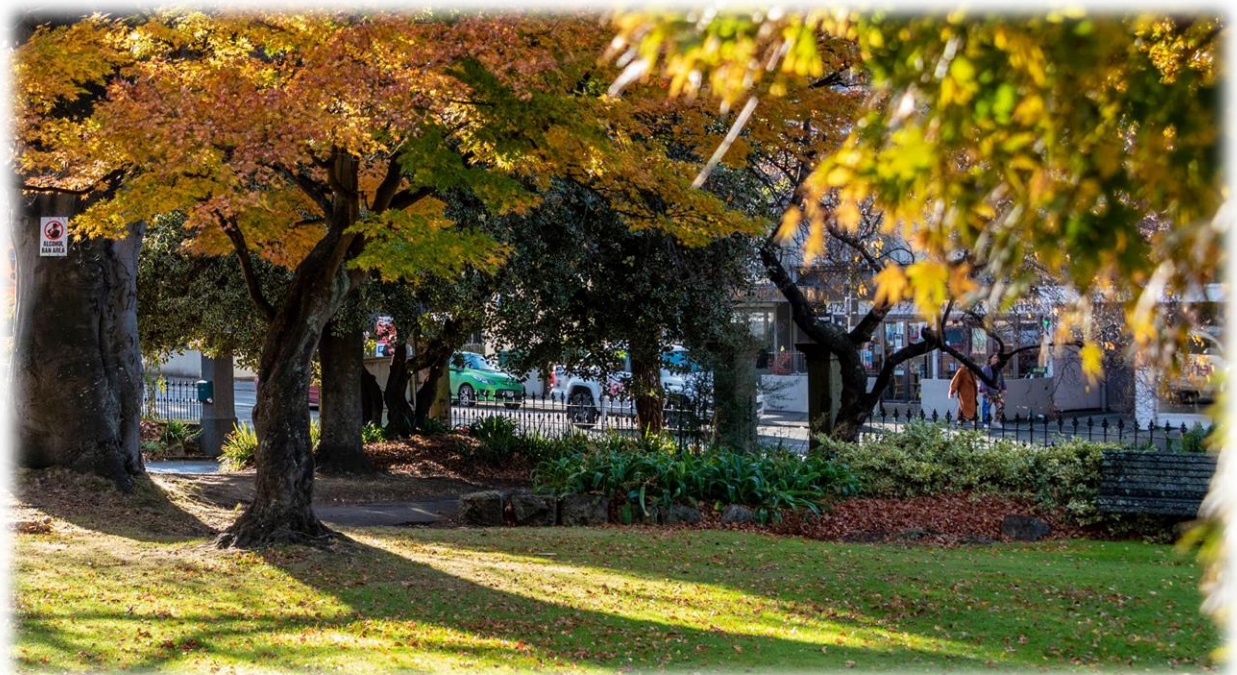


The Church Halls, completed in 1970, are contained in a two-storied building located at the back of the Church. Downstairs are the offices of the Minister, Associate Minister and office secretary, photocopying room, tearoom, storage rooms, the Matheson Room, toilets and two meeting rooms. Upstairs are the Stuart Hall, Herron Hall, and a well-equipped kitchen.

The Halls are well used by Church and community groups including Alcoholics Anonymous, Narcotics Anonymous and Overeaters Anonymous. Two congregations meet on Sundays in the halls:

Evergreen Korean Presbyterian Church of Dunedin, and Forward in Faith. We encourage ecumenical initiatives with these congregations.

The Facilities Officer, a part-time position, attends to basic maintenance of the Church and Halls, cleans the facilities, and mows the church garden lawn. Church Council is currently looking at how we might better utilise our space. Attached to the Knox Halls is the **Knox Flat**, a two-bedroom rental apartment with a carport that provides revenue to the church.



## The Garden

The Knox Church Garden is a real amenity. It is the only public green space along George Street between the city centre and Woodhaugh Gardens to the north. The garden has lovely old shade trees, flowering bushes and a large open grass area skirted by park benches. The foot traffic of the garden is high, and



many members of the public enjoy this space. This is one of the key spaces we would love to see used in a variety of ways which engage with our surrounding community.

## 12. PRESBYTERY AND SYNOD

### Southern Presbytery

Knox is part of the Southern Presbytery, inaugurated in 2010 and comprising the five former presbyteries of Dunedin/North Otago, Central Otago, Clutha, Mataura, and Southland. The minister and an elder, who also serves on Presbytery Council, are the Knox members of Presbytery.

### Synod of Otago and Southland

Knox is one of 68 parishes within the Synod of Otago and Southland, which covers the region south of the Waitaki River. The Otago Foundation Trust Board, as it is known today, is the investment and trustee body that holds all property in the region and provides funds to support: congregations in the upkeep of church buildings, university education, residential colleges, tertiary and secondary chaplaincies, and new mission initiatives. Knox is represented by its minister and an elder at each Synod Annual General Meeting. Many Knox people have served on Synod committees.



# APPENDIX 1: KNOX CHURCH PLAN 2021-2023

## Vision

We are captivated by the biblical vision of the realm of God, made known in Jesus, given in grace.

## Mission

We believe we are called to be a community following Jesus, alive to God's Spirit, living into God's coming realm.

## Values

Values informing our life together include:

- Unity in Christ
- Justice for all creation
- Worship of God
- Love and hospitality
- Diversity and inclusiveness



## Signposts

Signposts giving direction to our life together include:

### Intentional faith development

We want to grow in discipleship through all stages of life. We will provide opportunities for learning in addition to weekly worship. We will deepen relationships across the full breadth of Knox Church.

**Why:** Speaking the truth in love, we must grow up in every way into Christ who is the head. From Christ, the whole body, joined and held together by every supporting ligament, grows, and builds itself up in love, as each part does its work. Ephesians 4:16 **How:**

- We will grow participation in small groups to help us connect to one another, share our faith, and explore questions in a safe inquiring environment.
- We will help people pray.
- We will help people read the Bible.
- We will continue to encourage young people, strengthen our young adults' group, grow adult education, and facilitate cross-generational learning.
- We will go to be with people in their homes and workplaces, in cafes and other places of gathering.
- We will find ways of engaging with each other beyond gathered worship in ways that take account of the living patterns of people.
- We will refresh our pastoral care system.

A small group is a regular gathering of people who study the Bible, explore themes, and encourage, pray for, serve with, and support each other. Small groups may be organized by gender, by age, by geography, by life stage or any combination of factors.

### Radical hospitality

We want to invite, welcome, receive and support people who are strangers to us and keep discovering with them the richness of life in a loving Christ. We will go the second mile to include people and be

changed by our interaction with them. Knox will increasingly reflect the cultural and demographic make-up of our neighbourhood.

**Why:** Do not neglect to show hospitality to strangers, for thereby some have entertained angels unaware. Hebrews 13:2. Show hospitality to one another without grumbling. 1 Peter 4:9

**How:**

- Our communication with the wider community will signal openness and interest in what is happening around us.
- We will continue to develop close relationships with churches worshipping in Knox buildings.
- We will deepen our cross-cultural experience, enabling the diversity of culture of people at Knox to be reflected throughout our life.
- We will continue to work with neighbouring churches in connecting with tangata whenua.

**Authentic worship**

We will gather to encounter God in Christ. We believe that in worship God transforms, enlivens, heals wounds, renews hope, shapes decisions, provokes change, inspires compassion, and enlists people for God's realm. In worship we will offer our most authentic selves, strongest feelings, most intelligent thoughts, and deepest longings. We will worship with passion in response to God's grace.

**Why:** "Shout for joy to the Lord, all the earth. Worship the Lord with gladness; come before God with joyful songs." Psalm 100 "Be filled with the Spirit as you sing psalms and hymns and spiritual songs among yourselves ... giving thanks to God at all times." Ephesians 5:19 **How:**

- We will continue the basic formats of morning services and in having worship that is accessible, multi-generational, creative, and participatory.
- We will continue to value and enhance the contribution of classical music.
- We will develop other styles of music and continue to develop diverse musical leadership.
- We will enrich worship with music and the arts.
- We will grow a new evening congregation.

**Risk-taking mission and service**

We will strengthen and develop partnerships and projects that make a positive difference in the lives of others, whether people choose to be part of Knox. We will offer ourselves in purposeful service to others in need and to God, so God can transform the world.

**Why:** What does the Lord require of you but to do justice and to love kindness and to walk humbly with your God. Micah 6:8.

We encounter Christ in the wider community. Our purpose as a church is to participate in what Christ is doing there. Christ identifies especially with people who are poor and marginalised and builds a society in which everyone is valued. This involves challenging the power and way of the Empire and countering what is destructive of creation.

**How:**

- We will continue to support and partner organisations which enable us to live out our faith and act for the common good, organisations such as Presbyterian Support, A Rocha, 350 Otago and Christian World Service.
- We will continue to work for climate and economic justice.
- We will continue to support Alcoholics Anonymous, Narcotics Anonymous, Overeaters Anonymous, and other organisations as we are able.

- We will work with local businesses and organisations to build a sense of neighbourliness and mutual support in the northern part of Dunedin's CBD.
- We will continue to connect with the University, Polytechnic, Columba College, Otago Girls High School, and other educational bodies.
- We will publicise community actions consistent with our vision and mission.
- We will promote issues of justice and wider concern in the Presbytery and Assembly.
- We will continue to deepen our relationships with people of other faiths.

### **Selfless generosity**

We want to nourish an unselfish willingness to give to make a positive difference through Knox Church in the wider community. We will give in ways that exceed expectations and extend to unexpected measures. We will thrive as a congregation because of extraordinary sharing, willing sacrifice and joyous giving out of love for God and neighbour. We will offer our material resources to support causes that transform life. Such giving will also help change our lives.

**Why:** The biblical notion of stewardship is a broad one; that everything in the world and those in it belong to God (Psalm 24). What we receive, therefore, including our gifts, talents, and wealth, belongs to God. We are the guardians, managers, or stewards of what is God's. We are called to give back what we receive to further God's purpose in the world.

#### **How:**

- The Church Council and Deacons Court will keep strengthening their collaboration, so the practical outworking of the Knox plan is smoothly executed.
- The Church Council and Deacons Court will continue to find ways for the Knox buildings and land to be developed and used to fulfil Knox's mission of making real God's realm.
- The Church Council will establish an annual rhythm of education about stewardship.
- A task group will be appointed to develop a longer-term financial plan and enable actions aimed at strengthening Knox's financial capacity for mission and ministry.

### **Making good transitions**

In the past year, the ministries of Kerry Enright and Jordan Redding have concluded at Knox. Changing and adapting have been required of our tipuna ancestors) in every generation. Communities that can adapt to change and transition confidently and nimbly are best able to continue thriving and growing strongly.

**Why:** See, I am doing a new thing! Now it springs up; do you not perceive it? I am making a way in the wilderness and streams in the wasteland. Isaiah 43:19.

#### **How:**

- We will utilise available channels of communication and engagement to assist in providing clarity as to what is being planned and why and in continuing to provide opportunities to receive feedback and input.
- We will prepare ourselves to enable new ministries to begin strongly, well-resourced and with encouragement.
- We will seek to attend to conflicts about process, roles, theology, style, and overall approach well before new ministries are contemplated, thus enabling conflict to be worked through in a healthy way.

## APPENDIX 2: ANNUAL REPORT 2021-2022



KNOX CHURCH, DUNEDIN 162<sup>nd</sup>

ANNUAL REPORT

FOR THE YEAR ENDED 30 JUNE 2022

Presented to the Annual General Meeting  
held on Monday 10 October 2022 at 6pm

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### **Church Council**

Kerry Enright (Moderator)

Lincoln Coe (Clerk)

### **Deacons' Court**

Liz Miller (Chair)

Suzanne Bishop (Clerk)

### **Treasurer**

Janice Tofia

### **Planned Giving Secretary**

Helen Thew (to 2022)

Chris Bloore (from 2022)

### **Minister**

Kerry Enright

### **Associate Minister**

Jordan Redding

### **Organist and Choir Director**

Karen Knudson

### **Office Secretary**

Jacqui Carroll

### **Facilities Officer Les**

Carse

Church Office: 449 George Street, Dunedin 9016

telephone (03) 477 0229

email: [admin@knoxchurch.net](mailto:admin@knoxchurch.net) website:

[www.knoxchurch.net](http://www.knoxchurch.net)

## Foreword

On 4 March 1983 I was ordained as a minister of word and sacrament in the Waimarino parish, central North Island. I will retire from full-time stipended ministry on 20 November 2022. One night, a week after my ordination, just two doors from where I lived, a person with a mental illness tried to shoot his mother and father. They were parishioners. So it was that ministry took me quickly into the deep, stretching my faith and my capacity to walk beside people. That experience of being led into deep places and of being stretched has been a theme in nearly forty years of ministry.

After Waimarino, there followed a year of study in the United States, ten years at St Paul's Whanganui, two years in a Union parish in Ashburton, ten years as Assembly Executive Secretary, seven years as National Director of UnitingWorld an Assembly agency of the Uniting Church in Australia, and what will be eight and a half years in Knox Church, Dunedin. I carry with me rich memories of people, places and times. My heart is full of gratitude.

That diversity of ministry seemed foreordained because of my formation in St David's Presbyterian Church, Auckland. The ministers and people of St David's instilled an expansive vision of a world-wide church. A student exchange in Thailand and experiences since have widened the horizon. That time at St David's made me aware of how congregations form followers and our approach to life for decades. That experience leads me to believe that healthy congregations are a rich gift in shaping people who live for others.

In preparation for the 150th anniversary of the laying of the foundation stone of Knox Church, I have been reading again the several histories of the congregation. In its diversity of ministers, establishment of new congregations, welcome of variety, openness to reform, support for international relationships and in its general ethos, Knox has embodied and presented an expansive vision of the Christian faith. Thanks be to God.

Here at Knox I have felt deeply grateful for being able to serve alongside people who seek to live the faith: Jordan as Associate Minister, theologically astute and pastorally thoughtful; Lincoln as Clerk with his warm humanity and care; the members of the Church Council who seek to build on each other's strengths; the members of the Deacons' Court, conscientiously attending to the temporal; Peg in her pastoral leadership; Karen with other musicians in careful and creative accompaniment; Les and Jacqui warm-hearted companions; and all who minister and encourage ministry. I pray that together, we may have a living relationship with the risen Christ who leads us in experiencing God's love and who enables us to help others share that experience.

We serve together, knowing joy, the by-product of living with God. God be with you.

***Kerry Enright, Minister alongside the Associate Minister***

As my three-year term at Knox nears its end, I have been reflecting on my time. For me, there is a complex mix of both thankfulness and grief. The grief comes from the loss of possibility. I began my ministry just a few months after the pandemic had begun. I don't think anyone at the time realised just how much it would affect our "normal" patterns of community life. My ministry has been one of adapting and responding to the effects of the pandemic. It has not been a time of growing and starting new things as I had, perhaps naively, hoped when I began.

But I have also been heartened by our ability as a community to adapt and to find connection even when physically gathering together has been difficult or impossible. For me, therefore, the grief is intermingled with thankfulness for the relationships that have been strengthened and the resilience that we have found together. I am especially grateful for the collegiality I have with Kerry. Shared ministry is a gift. On many occasions, he has held joy for me when I have kept none for myself.

Most of all, I am thankful for the ways we, as a community, have needed to trust in the living God. It is in times of weakness and hardship, when we can no longer rely on our own strength, that we learn to live by faith. St Paul knew this perhaps better than anyone. The last three years have been a time of deepening faith – for me personally and, I hope, for the Knox community.

I've been mulling over the words of John the Baptist, who pointed to the coming Christ with joy and exclaimed: He must increase, but I must decrease. As I have had to let go of my own dreams for what I might achieve at Knox, I have come to a deeper understanding of these words. My prayer, for myself and for Knox, is that in the decreasing we may be tethered all the more to Christ, in whose life we are nourished and sustained. May we discover ever anew the One, who is the source and goal of our life. May we decrease, that he may increase!

Ngā mihi nui,

***Jordan Redding, Associate Minister***

**Knox Church Council Report**

**Knox Church Council 2021-2022**

<b>Elders</b>	<b>Term (year ordained)</b>	<b>Elders</b>	<b>Term (year ordained)</b>
Claire Barton	2017-2023 (2017)	Barry Brown	2018-2024 (1985)
Lincoln Coe	2019-2025 (2019)	Leigh Haslam	2018-2024 (2018)
Alisha Jefferis	2020-2023 (2020)	Beulah Leitch	2019-2022 (2019)
Jamie Marra	2020-2023 (2020)	Patsy Mason	2020-2023 (2020)
Margot Skinner	2018-2024 (1993)	Rachel Tombs	2017-2023 (2017)
Jody Takimoana	2020-2023 (2020)	Indira Venkatraman	2021-2024 (2021)

We are conscious of the importance for the congregation of having a shared sense of direction. That shared direction is articulated in the Knox Plan 2021-2023 which continues to guide our conversations, especially at the retreat we hold at the beginning of the year. At the retreat, we review the Plan and from it develop ideas for the year ahead. We have continued to meet monthly and at other times as necessary. As decided at our retreat, elders have led opening worship at our meetings using the material on the qualities of a healthy congregation identified in the National Church Life Survey, Australia.

The Plan and other material was used by the Presbytery Team to inform its review of the life of Knox Church in November 2021. These reviews are meant to be held about every five years, but one had not been conducted at Knox for at least ten years. The review report was positive. The team surveyed the congregation and elicited 65 responses, a significant proportion of the congregation. The responses signalled the transitions in which Knox is involved, noting that 21% have worshipped at Knox for less than three years and 50% for over twenty years. It affirmed many parts of our life together and identified steps the Council has sought to follow up. A copy of that review is available on request.

The Covid pandemic has continued to affect congregational life. With churches around the globe, we have prayed about how we are being called to be church. We celebrate getting our worship online. We are also thankful that close collaboration with the groups that use our facilities led them to maintain their leases. Although in the coming year or so, we are likely to emerge from the most serious impact of the pandemic, it is evident that as a church we will need to continue to assess shared activities and what we do where, while keeping in mind public health advice.

The pandemic has exacerbated trends in the wider church including in Otepoti, Dunedin. As noted in the Worship report, participation in worship bounced back in 2021 but didn't in 2022. Many people follow online but building community remains an important goal. An Australian study highlighted that having a sense of community has become more important as a result of the isolating impact of the pandemic.

Another contextual dynamic has been the changing shape of Presbyterianism in the city. Around us, congregations continue to close. With a greater sense of urgency, leaders are meeting to refine a vision for the church in the city and how that vision may be enacted. One aspect is crucial, that Knox and First Church strengthen collaboration and enable the diversity of Presbyterians in the city to find a spiritual home.

As experienced by other parts of the church, classic governance responsibilities have continued to need the attention by the Church Council. Towards the end of 2021, we developed a comprehensive Risk Plan and have sought to attend to those risks on a regular basis. The Plan is available for anyone who wishes to see it. Aspects of the Plan have needed more urgent attention.

We are conscious that one of the strengths of Knox Church is its diversity of viewpoint, theology, generation and ethnicity. That diversity needs continual nourishing, a risk



being that without mutual understanding and respect, unhealthy conflict could inhibit life. We have sought to keep communicating principles of good process, so important to Presbyterians, and to communicate as actively as we can, including through Highlights published after each Council meeting.

Another risk that became more prominent in the year related to cashflow. As reported by the Deacons' Court, over many years we have drawn on reserves to meet deficits. That affects cashflow and presents a challenge when our largest accounts need paying. We support focussing on fundraising initiatives and the approach that the forthcoming ministerial vacancy be used to strengthen reserves.

We continue to be grateful for the work undertaken by the Deacons' Court in managing Knox's finances and property. We continue to receive monthly reports, including financial reports, and welcome the way in which we were able to share in helping to develop the budget presented to the congregational meeting. We continue to receive positive feedback from outside our church community about the upkeep and presentation of our heritage building, gardens and grounds.

We are appreciative and thankful for our ministerial leadership. Kerry and Jordan have continued to collaborate strongly, bringing to Knox their complementary gifts. The Reverend Peg Pfab has also been of enormous assistance. Peg is a retired minister from the United States and she has most generously brought her extensive experience in ministry to redeveloping and revitalising our pastoral care network needed as a result of the limitations resulting from the pandemic. Peg's warm care of people has been a great addition and real gift. We are thrilled at the way the three pastoral care conveners have taken up their roles, and are also thankful for those who give their time to our pastoral programme.

After Easter this year Kerry announced he would retire on 20 November 2022. The Council had been anticipating this step, as well as the conclusion of Jordan's three year term in June 2023. The notice of retirement enabled the Council to commence working with the Presbytery in the formation of a Ministry Settlement Board. This Annual Meeting will be Kerry's last, and we will farewell him later in the year.

Beulah Dunstone-Leitch is concluding her service on Church Council. We are very grateful for Beulah's contribution over the last three years. Beulah brought a prayerful and faithful heart to the Council, reminding us of what stands at the heart of our faith. Thank you, Beulah.

This year is my first year as Council Clerk. I have learned a lot and appreciate more about Knox. I am constantly struck by the number of people who do things at Knox enabling the variety of our activities. I would personally like to thank all of those people who offer their gifts of time, talent and skill supporting the work of Knox. Our church community and mission is richer for your mahi. Whakawhetai, thank you.

We pray together, that our congregation may keep following Jesus Christ, keep being open to the life of God's Spirit and keep conveying through our life together the transforming love of God.

## ***Lincoln Coe, Clerk of the Knox Church Council***

### **Pastoral Care**

During this last year, the Pastoral Care Network has seen a variety of changes. At various times, there have been 30 people volunteer as visitors. For various reasons some people have had to “resign” from the roles; others have taken their place. Visitors have had to be very adaptable to respond to the various levels of Covid-19 in the community. The monthly meetings of all visitors (a combination of support and resource sharing) had to be cancelled because of Alert Levels Red and Orange. Much of the in-person visiting was also curtailed. The visitors did stay in touch with their visitees through phone calls, emails and texts. We offered support and help with grocery shopping, etc., to any Knox people who requested that support. As coordinator, Peg Pfab, contacted visitors, often weekly, by email.

We are fortunate that three Knox members volunteered to work with Peg as a Pastoral Care Team. Viv Graham, Vanessa Sinclair and Gillian Vine have met with Peg and the ministers to ensure pastoral care continues.

The team divided up the list of visitors so each visitor has a connection to the team and the ministers in addition to Peg. We contacted a number of people who have not been attending in-person worship and found that people still felt connected but were simply apprehensive about physically attending worship with high Covid numbers.

**Future:** Given that Covid numbers are now lower, we plan to resume the ‘monthly meetings’, beginning with a gathering on Sunday 11 September. As Peg will be leaving NZ in early October to return to the States for five months, the other team members are developing a plan for sharing leadership so that visitors will be assured that support and connections will continue.

It is clear that while the visitors model is very important to many, not all Knox members want to be part of that model. There are a variety of ways to offer pastoral care: the Young Adult cohort has organized itself with Jordan’s leadership. Other possibilities for connecting people include facilitated groups for conversation or reflection, prayer and meditation. There are numerous possibilities for the future.

It has obviously been challenging to maintain connections during the pandemic, but the visitors and the ministers have made admirable efforts to ensure that all Knox members have access to appropriate pastoral care and connections.

### ***Peg Pfab***

### **Wider church**

The Council and other Knox people have been active in matters relating to the wider church. One of our members, the Reverend Anne Thomson, is Moderator of Southern Presbytery. Another of our members, Heather McKenzie, was Acting Clerk for the 2022 General Assembly. Mavis Duncanson is on the Executive of Presbyterian Women Aotearoa. Gillian Vine serves on the Presbyterian-Roman Catholic Dialogue. Kerry serves

on the Assembly Book of Order Advisory Committee. Jordan is a member of the Doctrine Reference Group.

Our representatives have contributed to the ongoing discussion of rewriting the regulations of the Synod of Otago and Southland. Our Presbytery representatives have been active in contributing to discussions in Presbytery, especially in relation to the Special Assembly held early in 2022.

The Church Council had in 2021 put up three proposals for the 2022 Assembly, one relating to the education of ministers, one opposing conversion therapy and one relating to climate change. The Presbytery transmitted two proposals and declined to transmit the one relating to conversion therapy. The nature of the discussion at the 2021 Presbytery meeting led the Council to appeal the Presbytery decision to the General Assembly. A Judicial Commission was appointed. It heard and allowed the Appeal. Knox participants found the process challenging. Subsequently, Parliament passed legislation prohibiting conversion practices so we withdrew our proposal to the Assembly. The other proposals were adopted by the Special Assembly. We are very grateful for all the work undertaken by Knox people that enabled these proposals to proceed, and for the support provided in person and through prayer.

Council affirmed the desire and necessity for Knox to continue to be involved in serving where we can in the wider Presbyterian Church. Knox folk bring diversity and depth of experience that is worthy of sharing in our wider church community.

***Lincoln Coe, Acting Presbytery Elder Jody Takimoana, Synod Elder***

### ***Authentic Worship***

The shape of Knox worship is in continuity with the shape of worship before Jesus and in the early church. The basic form has been used for over two thousand years. We shape it to also reflect our cultures and patterns of communication. Although worship has a basic shape, it is continually evolving.

That evolution is evident in the way people contribute to worship. At Knox we are blessed with the care and creativity that people bring to the welcome at the door, the reading of the scriptures, the leading of the prayers, the preparation of Communion, the arranging of flowers, the music sung and played, the proclamation of the Word and much else. We express to all involved our deep appreciation for your faithful and thoughtful attentiveness. Thank you.

The shape of our worship continues to be affected by the Covid pandemic. Social distancing and the wearing of masks affects interaction. Despite those limitations, people have been wonderfully adaptable and generous in their participation. After lockdown in 2021, participation in worship returned to previous levels, but in 2022 the participation remained about 20% less than before the pandemic. Recording equipment was installed which enabled live-streaming and the posting of worship on YouTube. We express gratitude to those who gave generously to enable the purchase of the

equipment and to those who work it week by week. We have been celebrating Communion around tables instead of handing around the elements, closer to the way Communion used to be celebrated in Scotland before we began using individual cups and pieces of bread. We also gather tithes and offerings without handing around offering bags. We envisage these practices continuing for a time.

Music is always a subject of lively discussion at Knox. People are affirming of our musical traditions and also affirm having variety in our musical expressions. Te reo Maori is more evident. The evening service, although with small numbers, continues to offer a form of worship more informal, reflective and meditative than the morning.

We continue to be blessed with fine musicians whose faith informs their approach and responsiveness to the work of God's Spirit. Karen as Organist and Choir Director, Peter as Assistant, Sara with the Junior Choir, other organists who help, soloists and choir members, and junior choir members have served generously and conscientiously despite the limitations of the pandemic. We are deeply grateful for their faithfulness and pray that God would continue to bless their ministries among us.

Worship leaders have met regularly to plan. The Worship Committee has met less regularly and has attended to the feedback and proposals that people have offered.

### ***Kerry Enright, Acting Convener***

#### ***Evening service***

The evening service has maintained its contemplative and conversational feel. Numbers have been small and have fluctuated. However, there continues to be a committed core that is rich and diverse. We have been blessed by the regular involvement of a number of students this year. Regular gathering was disrupted by the pandemic. Some highlights have included a series on a theology of desire and a series on different pathways of faith, in which we drew on the wisdom of members of our congregation. We also confirmed three young adults. Thanks to everyone who helped to lead various services, especially Graham Redding who led a series on prayer while Jordan was recovering from surgery.

#### ***Jordan Redding***

### **Choir**

The last 12 months have continued to be challenging, but the support for the choir remains constant, as does the enthusiasm and commitment of members. The Choir sang wherever possible at morning services, and once a month in the evenings.

The Junior Choir, which sings in church once a month, is under the leadership of Sara Brown and continues to be a source of joy and renewal. Numbers have remained constant, and morale high.

There were several services where the choir was unable to participate due to Covid restrictions or absences. Our regular organists, along with guest soloists and musicians contributed to these services. Music was online for much of August and September,

when some recordings were also used. We are very grateful to all who contributed at those times.

There were many highlights over the last year including the presentation of Fauré's *Requiem*, sung to commemorate Peace Sunday, and Mussorgsky's *The Great Gate of Kiev* from *Pictures at an Exhibition* to mark the war in Ukraine. (Other highlights are contained in a document that will be appended to the Annual Report for the purpose of historical recording.)

Thank you to the many organists, soloists, musicians, bands and choirs who have contributed so much to the music at Knox Church over the past year.

***Karen Knudson, Choir Director and Organist***

### **Friends of Choir**

The Friends of the Choir is a support group for the choir and the Choir Director, and a link between the choir and the congregation. The Committee assists with fund raising, and with musical and social events.

Because of Covid-19 the usual activities involving the Friends, such as concerts and social gatherings have not taken place this year.

We hope that the choir and the Friends will be able to be more active in the coming year.

***Carolyn Richardson and Lee Somerville, Co-Convenors***

### ***Intentional Faith Development***

***Education:*** The last two years have seen a shift in the way we organise the educational and formational aspects of our life. The Education Committee was thanked and discharged, at least in the meantime, with its main areas of responsibility being overseen directly by the Associate Minister. As some of our ministries have become smaller, it made sense to invest in the building of collaborative ministry on the ground. The Associate Minister, with the support of Church Council, works closely with the children's ministry team, youth ministry team, young adults' group, and small group leaders. It has been a pleasure to invest in these central aspects of our communal life and personal growth.

***Children's and Families' Ministry:*** Our children's ministry continues during Sunday morning services. We have a dedicated core of families, who continue to enrich our life as a congregation. However, for several months, the outbreak of Covid-19 affected the attendance of a number of our families. While most of them continue to connect with Knox, the regularity has decreased. This is especially true of the children's ministry leadership team. We have struggled to offer a full children's ministry programme this year. This is entirely understandable – so we have tried to juggle the reality of weariness with a need to provide ministry for our children.

This year, the children's ministry team consisted of Peg Pfab, Indie Venkatraman, Mavis Duncanson, Jordan Redding, Anna High, Sara Brown, Kirsteen McLay and Reni Polus.

Occasionally others have helped out too. Thank you to everyone who has been part of the team during a particularly challenging time.

The Junior Choir continues to be led by Sara Brown and Karen Knudson. Due to the pandemic, numbers have dropped but there are signs of them picking up again. We are deeply thankful for Sara's passion and vision in leading the choir during a difficult period. A number of the choristers are becoming fine singers. The Junior Choir continues to be an important outreach for Knox.

***Small groups and adult formation:*** A couple of small groups have continued to meet and have been an important source of formation for those who have been part of them. The Young Adults Group participated in a short Advent study series on Mary Theotokos. We also did our congregation-wide series during Lent, following Lenten study material prepared by Theology House and the Anglican Diocese of Wellington. Our week-long Advent "Retreat-in-daily-life" happened again. It is a great way to strengthen spiritual ties with All Saints and Holy Name churches. For those that participate, it is an enriching experience. In February, we held a Retreat Day at Doctors' Point, called *Reformanda*. It was a time to creatively engage with scripture and to retreat at the beginning of the year.

***Jordan Redding***

### ***Radical Hospitality***

#### **Caring Community**

During these difficult Covid times we have all become acutely aware of the importance of maintaining connections with one another as we strive to live the Church's values of love and hospitality. The Caring Community Committee plays a part alongside all members of the congregation in ensuring that those who are unable for various reasons to attend worship regularly continue to feel part of our wider Knox family.

At Christmas last year, members of the committee made truffles and delivered these with a Christmas card to housebound congregation members. At Easter this year, cards with a small flax cross were sent to 25 members of the congregation who were unable to attend services. Feedback indicates that these gestures were much appreciated and helped people to feel connected to and valued by their Knox friends. We felt unable to offer our usual annual High Tea this year because of the possible risks to our more vulnerable elderly members, but hope that this may be resumed next year.

A summer barbeque was planned for a date in February to welcome back our students and provide an opportunity for the congregation to socialise following morning worship, but this was postponed because of the heightened Covid alert levels at that time. We were able to hold the event in May, perhaps a little late as the weather was quite cool,

but the food was prepared expertly by some of our young members and people enjoyed sharing the meal in the comfort of the gathering area.

A very important event for the wider Dunedin community in October last year was the official dedication and opening of the Archibald Baxter Peace Memorial, and Knox was delighted to be asked to host the afternoon tea after the event. The committee undertook to organise this and was grateful for the willing assistance of several members of the congregation in preparing food and offering hospitality to the guests. As well as raising some funds for the congregation, it enabled us to contribute to our local community and demonstrated our commitment to the values of peace and justice.

The committee sincerely appreciates the assistance of other members of the congregation in our activities, and we are always happy to receive ideas and suggestions so that we can respond appropriately to the needs of the congregation.

***Marion Christie, Convenor***

### ***Risk-taking Mission and Service***

#### **Outreach Committee**

Outreach activities have not been co-ordinated or overseen by a committee *per se* in the past year for a variety of reasons, including the restricted ability to meet in person. Members of our congregation have been active in outreach type activities such as:

- Prayer vigils for the Ukraine (especially Peter and Heinke Matheson)
- Karakia for our climate (Jordan Redding)
- Responding to homelessness (Beulah Leitch and Jody Takimoana)
- Otago Corrections Facility Easter greetings (Janet Sim-Elder)
- Becoming an accredited EcoChurch (Jordan Redding, Warren and Marita Jowett, Simon Little, Jill Rutherford)
- A Rocha (Mavis Duncanson)
- Supporting the Pride Week service led by SCM Otago (Rachel Tombs and Alisha Jefferis)
- 350 Aotearoa (Jordan Redding and Alva Feldmeier)
- Work with refugees through her Starfish organisation (Kirsteen McLay)
- Supporting the arts, especially the Dunedin Arts Festival (Knox Church)
- Knox Garden maintenance (Phillipa and Paul Crack, Helen and Russell Thew, and others)

These types of activities in terms of looking beyond ourselves, to our neighbourhood and wider mission are an important aspect of our church life. In the coming year with our ministry transition, some thought and work may be needed in terms of how we continue to encourage, support and coordinate our outreach to enable it to grow and flourish.

***Interim Outreach Convener – Rachel Tombs Associate  
Minister – Jordan Redding***

## Personnel Committee

The primary purpose of the Committee is to oversee personnel, and health and safety matters relating to employment. The Personnel Committee is a joint committee of Council and Deacons' Court. According to the Book of Order, the Church Council is responsible for employment matters relating to non-administrative staff and the Deacons' Court has the same responsibility for administrative staff. No staff changes have occurred during the year – the committee's main focus has once again been on communicating our support for our valued employees, who help us all share in mission and ministry at Knox Church.

***Margot Skinner, Convenor***

## Deacons' Court of Knox Church Report

### Deacons' Court 2021-2022

Deacon	Term (year ordained)	Deacon	Term (year ordained)
Suzanne Bishop	Open term (2000)	Paul Crack	Open term (1990)
Phillipa Crack	Open term (1990)	Tony Haslam	Open term (2015)
Liz Miller	Open term (2015)	Lee Somerville	2019-2025 (2019)
Geoff Swift	2019-2025 (2014)	Janice Tofia	Open term (1988)
David Mann	2021-2024 (1998)	Kerry Enright	

The members of the Deacons' Court mourn the passing of two long time deacons, Verna Mackenzie and Gerald Wilson. We welcomed David Mann as a deacon at the 2021 Annual Meeting.

Deacons' Court has oversight of the finances and property of Knox Church. It is a team, a cohesive group of deacons who, by respectful discussion and consensus, endeavour to find solutions to matters in these domains.

The major work of Deacons' Court is undertaken by two committees, the Finance Committee, chaired by Tony Haslam, and the Property and Grounds Committee. The ongoing responsibilities of the Property and Grounds Committee are spread more widely among all members, each of whom takes responsibility for one area. The chairperson of Deacons' Court facilitates this structure. Les Carse is employed on a part-time basis as the Facilities Officer and the Court extends its thanks to him, and to Paul Crack who liaises regularly with him, for the way in which the upkeep and repairs to the buildings are managed. Apart from regular maintenance, Les has painted (among other things) the Gathering Area, the foyer to the church, and Rooms 2 and 5.

Tenants moved into the Knox Apartment in November 2020 and the rental from this property has provided a regular consistent income stream for the church. We had an



ongoing struggle with Chorus to connect the apartment (449 A George St) to the internet. It took a year to be resolved satisfactorily, and our thanks are extended to Chris Bloore for his tenacity in following this to a successful outcome. The apartment and the church offices are now connected to the fibre network.

The church carpark is now rented to and administered by Secure Ltd. It has not been an easy transition from the previous tenants, Wilsons Ltd, as Secure Ltd have a different way of administering the individual carparks. The Court is deeply indebted to Paul Crack for the considerable input he has had to make to ensure that this tenancy remains a steady income stream for Knox.

Following the flood in Room 5 in May 2021, it took six months for the insurance claim to be processed to enable the minister's study to be recarpeted and woodwork repaired and Room 5 to be repaired.

We invited members of the Church Council to our meeting in April to discuss a financial problem that has developed over a period of time, and was coming to a critical point in early July. Our budgets anticipated that we could be self-sustaining, particularly as we had brought the rental apartment on stream. However other income has not kept up with historic levels and expectations, and definitely not kept up with inflation. Covid-19 has also contributed to what appears to be an ongoing downturn in income. Over the past 5 years Deacons' Court has pared back our contracts and operating costs, and there are limited opportunities to reduce operating expenses any further. Cashflow has become a real problem over the last year. With an average \$10,000 to \$12,000 in the bank over the past few months, we did not have the estimated \$30,000 required to pre-pay our annual insurance in July 2022. We purchased and installed a PayWave terminal for the church (\$5 donation per swipe) but because the church has not been open for visitors during the week this has had limited impact. We discussed with the Church Council the need to find new ways to increase our income.

Members of the Court and the Council have met with Glen Hazelton (Project Director Central City Plan) to hear about the planning for the Knox precinct and how it will affect the church and its operation as it develops. Paul Crack and Liz Miller also attend the twice-yearly Synod of Otago and Southland Heritage Churches Workgroup meetings.

Finally, we need to thank Helen Thew for acting as the Planned Giving Coordinator for 11 years. It is a job that requires much time and meticulous attention to detail. We are very grateful to her. We are very pleased that Chris Bloore has agreed to take on this task.

Paul and Phillipa Crack have spent a considerable time refining the process for the counting teams. With the methods of giving changing, Knox has had to change its processes to suit the changes.

In addition, Janice Tofia has retired from her role as Treasurer. Janice had been in this role for 10 years, paying accounts, salaries and recording all of the Church's transaction ready for the monthly accounts. We are very appreciative of the time that this has

required. This role has now been undertaken by three deacons from the Finance Committee.

I would like to thank the Deacons: Suzanne Bishop (Clerk); Tony Haslam (Chair of the Finance Committee); Janice Tofia (Treasurer); Paul Crack, Phillipa Crack, Lee Somerville, David Mann and Geoff Swift (Property and Grounds Committee) and Kerry Enright, for their commitment and support during this year.

***Liz Miller, Chair, Deacons Court***

## **KNOX CHURCH DUNEDIN**

### **Performance Report- Public Benefit Entity Tier3**

**for the year ended 30 June 2022**

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# KNOX CHURCH DUNEDIN

## Entity Information

**Legal Name** Knox Church Dunedin (as registered with Charities Services)

**Other Name** Deacons Court of Knox Church Inc

**Type of Entity and Legal Basis** Knox Church Dunedin is a religious organisation and is a congregation of the Presbyterian Church of Aotearoa New Zealand.

**Charities Registration Number** CC 52318

**Purpose of Mission** Provider of religious services. To enable people to meet Jesus, we will live worshipfully, help others and have the habits of faith.

**Governance Structure** A Council of 12 people constitutes our local governance board. Each member is elected by the congregation to serve for a term of three years with the option for being re-elected for a further three years. Members of Council lead Goal Groups which encompass the key activities of Knox Church. These include Worship, Christian Education, Caring for our Community, Community Outreach, and Deacons Court which takes responsibility for Finance and Property. The Treasurer is a member of the Deacons' Court. The Minister is an ex officio member of the Council. The Organist/Choir Director, Assistant Organist, and choir assist with weekly worship services.

**Administrative Structure** Our administrative team comprises a Part time Secretary, and Church Officer.

**Main Sources of Cash and Resources** Knox Church receives income from congregational giving through direct credit, weekly offering and donations; fundraising activities; rental of premises; weddings and funerals; and grants from the Synod of Otago and Southland.

**Main Methods Used to Raise Funds** Members of the congregation pledge to give to the church to help support its operational expenses. Other funds are derived from income from hiring the Church Halls, use of the church for concerts, weddings and funerals, and services by local high schools. Grants from the Synod of Otago and Southland provide funding for property works and a Young Adults Worker.

**Reliance on Volunteers** The Church relies on gifts of volunteer time and expertise to complete work in many essential roles such as governance, fundraising, administration and accounting.

**Physical and Postal Address** 449 George Street, Dunedin 9016.

### Contact Details

Phone: 03 477 0229

Email: [admin@knoxchurch.net](mailto:admin@knoxchurch.net) Website: [www.knoxchurch.net](http://www.knoxchurch.net)

Facebook: [www.facebook.co.nz/KnoxChurch](https://www.facebook.co.nz/KnoxChurch) Twitter: @KnoxChurchDUN

# KNOX CHURCH DUNEDIN

## Approval of Performance Report

for the year ended 30 June 2022

The Church's Deacons Court is pleased to present the approved performance report including the historical financial statements of Knox Church Dunedin for the year ended 30 June 2022.

Approved



..... Convenor of Finance Committee 30 September 2022



..... Clerk of Deacons Court 30 September 2022

# KNOX CHURCH DUNEDIN

## Statement of Service Performance

for the year ended 30 June 2022

### Description of the Church's Outcomes

We continue to learn and practice embodying the way of Jesus Christ and share that way with the wider community. In so doing we engage with each other and incorporate newcomers of all ages and cultures. We seek closer relationships with other congregations who worship in our buildings and with organisations in the local community. We worship weekly and explore and trial different styles of worship. Sunday School children, Youth Group and Young Adults are encouraged to become involved in worship and leading worship. As a Christian community we seek to care for our environment, ethically use resources and actively foster social justice.

Description and Quantification of Outputs	Actual this year	Actual last year
Membership	155	155
Average Church attendance per month		
Morning service	68	97
Evening service	20	19
Youth Group	2	6
Sunday School	20	8
Young Adults	20	20

# KNOX CHURCH DUNEDIN

## Statement of Financial Performance

for the year ended 30 June 2022

	Notes	2022 \$	2021 \$
<b>Revenue</b>			
Donations, Fundraising & Other Similar Revenue	1	205,020	221,545
Other Revenue		7,068	11,440
Revenue from Providing Goods & Services		81,927	70,167
<b>Total Revenue</b>		<b>294,015</b>	<b>303,152</b>
<b>Expenses</b>			
Volunteer & employee related costs	2	228,296	203,569
Grants & Donations Made	2	16,947	15,370
Costs relating to providing goods & services	2	81,493	95,029
<b>Total Expenses</b>		<b>326,736</b>	<b>313,968</b>
<b>(Deficit) for the year</b>		<b>(32,721)</b>	<b>(10,816)</b>

The accompanying notes form part of the financial statements. The financial statements should be read in conjunction with the attached Auditor's Report Page 4



# KNOX CHURCH DUNEDIN

## Statement of Financial Position

as at 30 June 2022

	Note	2022 \$	2021 \$
<b>Current Assets</b>			
Bank accounts and cash	3	25,030	55,653
Investments	4	584,363	577,428
Accounts Receivable and Prepayments		11,149	3,477
<b>Total Current Assets</b>		<b>620,542</b>	<b>636,558</b>
<b>Non - Current Assets</b>			
Property – land and buildings	5	9,920,000	9,920,000
Plant and equipment	6	37,754	32,702
<b>Total Non - Current Assets</b>		<b>9,957,754</b>	<b>9,952,702</b>
<b>Total Assets</b>		<b>10,578,296</b>	<b>10,589,260</b>
<b>Less Current Liabilities</b>			
Accounts Payable	7	39,360	17,603
<b>Total Liabilities</b>		<b>39,360</b>	<b>17,603</b>
<b>Net Assets</b>		<b>\$10,538,936</b>	<b>\$10,571,657</b>
Represented by:			
<b>Equity - Total Funds</b>			
General Funds (overdrawn)	8	(31,876)	(27,797)
Special Funds	9	10,570,812	10,599,453
<b>Total Funds</b>		<b>\$10,538,936</b>	<b>\$10,571,657</b>

The accompanying notes form part of the financial statements. The financial statements should be read in conjunction with the attached Auditor's Report. Page 5



# KNOX CHURCH DUNEDIN

## Statement of Cash Flows

for the year ended 30 June 2022

	2022	2021
	\$	\$
<b>Cash Flows from /(to) Operating Activities:</b>		
<b>Cash was received from</b>		
Collections	155,216	165,162
Grants, donations & fundraising	48,109	68,649
Investment income - interest received	6,948	9,918
Legacies & estate distributions (net of transfer to Knox Church Foundation Incorporated)	1,694	1,873
Receipts from providing goods or services	75,065	66,990
Other receipts	0	1,699
	<u>287,032</u>	<u>314,291</u>
<b>Cash was applied to</b>		
Payments to suppliers and employees	308,312	301,237
Donations or grants paid	1,150	1,000
	<u>309,462</u>	<u>302,237</u>
<b>Net Cash Flows from/(to) Operating Activities</b>	<u>(22,430)</u>	<u>12,054</u>
 <b>Cash Flows from / (to) Investing Activities:</b>		
<b>Cash was received from</b>		
Proceeds from loans borrowed (from Knox Foundation)	<u>7,200</u>	<u>2,000</u>
<b>Cash was applied to</b>		
Payments for investing monies	6,935	11,987
Payments to acquire property, plant and equipment	8,368	0
	<u>15,303</u>	<u>11,987</u>
<b>Net Cash Flows (to) Investing Activities</b>	<u>(8,103)</u>	<u>(9,987)</u>
<b>Net increase/ (decrease) in Cash at Bank</b>	<u>(30,533)</u>	<u>2,067</u>
<b>Opening cash and bank balances</b>	<u>55,563</u>	<u>53,496</u>
<b>Closing cash and bank balances</b>	<u>25,030</u>	<u>55,563</u>
 <b>Represented by:</b>		
Main bank account – Westpac	13,302	44,014
On Line Saver – Westpac	5,612	5,603
Funds Held at Presbyterian Investment Fund	6,116	6,036
	<u>25,030</u>	<u>55,653</u>

The accompanying notes form part of the financial statements. The financial statements should be read in conjunction with the attached Auditor's Report. Page 6





# KNOX CHURCH DUNEDIN

## Statement of Accounting Policies

for the year ended 30 June 2022

### 1. Basis of Preparation

As the Church is a registered charity, it is required to comply with the financial reporting framework for financial statements which has been developed by the External Reporting Board (The XRB). The Church is separate from the Knox Church Foundation Incorporated which reports separately. The Church has adopted the Tier 3 accruals reporting framework as its annual operating expenses do not exceed \$2,000,000. As our Church is part of the Presbyterian Church of Aotearoa New Zealand, these financial statements are consolidated into a set of Group financial statements at a national level.

Transactions in the performance report are reported using the accrual basis and historical cost basis on the assumption that the Church will continue to operate in the foreseeable future.

The performance report is presented in New Zealand dollars.

### 2. Specific Accounting Policies

#### **GST**

The Church is registered for GST. The figures in the performance report have been prepared exclusive of GST, except for accounts receivable and accounts payable which are stated inclusive of GST. Any GST refund due at balance date is shown as an asset and any GST owing by the Church at balance date is shown as a liability.

#### **Revenue and expenses**

All income items are recorded in the Statement of Financial Performance in the year that they are earned. All revenue and all expenses from all sources are recorded in the Statement of Financial Performance.

#### **Investments**

Invested monies are bank deposits recorded at cost price, less any impairment losses.

#### **Property**

The land and buildings used by the Church are recorded at the latest rateable valuation plus additions at cost in the Statement of Financial position.

#### **Plant and Equipment**

Only substantial items of plant and equipment are recorded as assets. These are recorded at cost price less depreciation. Other items are recorded as expenses in the year that they are acquired. Depreciation is on a diminishing value basis. The car park and audio-visual equipment depreciation rate is 5% per annum. Other items are depreciated at rates 10 – 36% per annum.

#### **Cash and Bank Balances**

Cash and bank balances in the Statement of Cash Flows comprise cash held and bank balances with original maturities of 90 days or less. This includes balances at Presbyterian Investment Fund.

#### **Income Tax**

As the Church is a registered charity, it is exempt from income tax.

### 3. Changes in Accounting Policies

There have been no changes in accounting policies during the year. Policies have been applied on a consistent basis with those of the previous reporting period.

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*These notes form part of the financial statements. The financial statements should be read in conjunction with the attached Auditor's Report.*



**KNOX CHURCH DUNEDIN**  
**Notes to the Performance Report**  
for the year ended 30 June 2022

**1 Analysis of Operating Revenue**

	2022	2021
	\$	\$
<i>Collections comprise</i>		
Envelope & Plate offerings (Deacons Court gratefully acknowledges)	<u>155,216</u>	<u>165,162</u>
<i>Grants, donations and fundraising comprise:</i>		
Grant from Synod for Presbytery Levy	4,768	0
Grant from Synod for Associate Minister (Ministry Fund)	0	20,000
Congregational Donations for Associate Minister (Ministry Fund)	16,000	14,500
Funerals, weddings and concerts	7,390	9,735
General donations	9,204	6,085
Paywave donations	679	0
Other fundraising	<u>10,068</u>	<u>4,190</u>
	<u>48,109</u>	<u>54,510</u>
<i>Legacies and estate distributions comprise:</i>		
Estate Naylor - Perpetual Trust	0	600
Estate W Dutch/Fifeshire Trust	79	93
Johnstone Trust	<u>1,615</u>	<u>1,180</u>
	<u>1,694</u>	<u>1,873</u>

**2 Analysis of Operating Expenses**

	2022	2021
	\$	\$
<i>Ministry Expenses:</i>		
Included in ministry expenses are salaries, allowances and superannuation paid to the Minister and salaries paid to the Youth Worker, Church Officer, Church Secretary, Organist, Choir Director, Assistant Organist and the Parish Administrator.	<u>228,296</u>	<u>203,569</u>
Also included is an amount of \$16,509, being annual leave liability at 30 June 2022 for ministers and staff. (2021: \$NIL - not quantified).		
<i>Mission Expenses:</i>		
Assembly Assessment paid to Presbyterian Church of Aotearoa	14,513	13,522
Minister's discretionary payments (from McKerras Fund)	1,150	1,000
Youth, Education & Sunday School	1,204	567
Youth Ministry Expenses	<u>80</u>	<u>281</u>
	<u>16,947</u>	<u>15,370</u>

**KNOX CHURCH DUNEDIN**  
**Notes to the Performance Report (continued)**  
for the year ended 30 June 2022

	2022	2021
	\$	\$
<i>Administration Expenses:</i>		
Advertising	350	502
Assembly Registration Fees	152	0
Audit Fees	3,150	3,100
Bank Fees	354	115
Computer Expenses	0	39
Depreciation	3,315	2,712
General	430	1,891
Levies to Presbytery	4,768	3,152
Office Expenses	1,873	2,314
Photocopying Expenses	3,229	3,149
Printing & Stationery & Publications	189	630
Telephone	2,419	1,976
Travel	0	110
Tuning Piano & Organ	2,628	4,315
Worship, Caring Community, Outreach	138	103
	<u>22,995</u>	<u>24,108</u>
<i>Property Expenses:</i>		
Cleaning and ground upkeep	3,397	6,594
Fire Alarm Monitoring	3,624	2,213
Insurance	26,929	26,967
Power & Heating	12,074	13,858
Repairs & Maintenance	4,803	11,137
Rates (after rebate \$4,591: 2021: \$801)	7,169	10,391
Security Services	0	(239)
	<u>57,996</u>	<u>70,921</u>
<i>Other Expenses:</i>		
Choir General Purposes	502	0
	<u>502</u>	<u>0</u>
<b>3 Bank and Cash Balances</b>		
	2022	2021
	\$	\$
Westpac Bank - Current Account	13,302	44,014
Westpac Bank - Online Saver Account	5,612	5,603
Funds held at Presbyterian Investment Fund	6,116	6,036
	<u>25,030</u>	<u>55,653</u>

The monies held at Presbyterian Investment Fund relate to the Dutch and Fifeshire legacies.

**KNOX CHURCH DUNEDIN**  
**Notes to the Performance Report (continued)**  
for the year ended 30 June 2022

**4 Investments**

	2022	2021
	\$	\$
ANZ Bank term deposit – sundry trusts	6,927	6,870
ANZ Bank term deposit – Manse fund	577,436	570,558
	<u>584,363</u>	<u>577,428</u>

The investments are through The Otago Foundation Trust Board. Interest on the sundry trusts balance is applied to choir and other sundry funds. The Manse funds arose from the sale of the Manse in 2003 plus interest earned since, and requires Synod approval to be applied towards future capital expenditure.

**5 Property - Land and Buildings**

The land and buildings are at 449 and 459 George Street and 1 Pitt Street and are recorded in the Statement of Financial Position at latest rateable valuation at 1 July 2019 (land \$7,112,000 and buildings \$2,808,000). The land titles are held in the name of The Otago Foundation Trust Board on behalf of the Church.

**6 Plant and Equipment**

2022	Opening Carrying Value \$	Additions/(Disposals) \$	Depreciation for the Year \$	Closing Carrying Value \$
Office Alterations	3,844	-	384	3,460
Halls Alterations	3,705	-	371	3,334
Photocopier	5	-	3	1
Computers	126	-	25	101
Car Park	8,697	-	435	8,262
Car Park 2017	1,365	-	68	1,297
Grand Piano	5,108	-	511	4,597
Heat Pump	1,704	-	170	1,534
Heat Pump Matheson Room	2,093	-	209	1,884
Audio Visual Equipment	6,055	-	303	5,752
Paywave terminal 2022	-	1,294	129	1,165
Internet Stream, Equipment 2022	-	7,074	707	6,367
	<u>32,702</u>	<u>8,368</u>	<u>3,315</u>	<u>37,754</u>

2021	Opening Carrying Value \$		Depreciation for the Year \$	Closing Carrying Value \$
Office Alterations	4,271		427	3,844
Halls Alterations	4,117		412	3,705
Photocopier	10		4	5
Computers	157		31	126
Car Park	9,155		458	8,697
Car Park 2017	1,437		72	1,365
Grand Piano	5,675		568	5,108
Heat Pump	1,893		189	1,704
Heat Pump Matheson Room	2,325		232	2,093
Audio Visual Equipment	6,374		319	6,055
	<u>35,414</u>		<u>2,712</u>	<u>32,702</u>

**KNOX CHURCH DUNEDIN**  
**Notes to the Performance Report (continued)**  
for the year ended 30 June 2022

7 Accounts Payable	2022	2021
	\$	\$
GST payable	609	1,298
Money collected for special appeals	1,942	1,907
Sundry creditors (including owing to Knox Foundation \$12,200)	20,300	14,398
Annual leave and holiday pay liability (not quantified in 2021)	16,509	-
	<u>39,360</u>	<u>17,603</u>

8 General Funds	2022	2021
	\$	\$
Opening balance (overdrawn)	(27,797)	(16,240)
Deficit for year	(32,721)	(10,895)
Net transfer (to)/ from special funds	28,641	(662)
Closing balance (overdrawn)	<u>(31,876)</u>	<u>(27,797)</u>

The largest transfer to special funds in the 2022 year was the amount of \$16,000 raised for the Ministry Fund, originating from congregational donors. Other significant transfers in 2022 were amounts received during the year for specific purposes, including: \$5,600 donated for Internet Streaming, \$500 for the Organ Fund, and \$250 and \$1,037 raised for Friends of the Choir and Choir Funds respectively; also interest earned transferred to special funds - \$6,935 (last year \$9,741). Transfers from special funds were \$49,067 for Associate Minister remuneration, \$1,614 for organ repairs expenditure, \$1,150 for Minister's grants from the McKerras Trust, \$7,074 for the acquisition and installation of internet streaming equipment in the church, and \$999 for other payments.

9 Special Funds	2022	2021
	\$	\$
Opening balance	10,599,453	10,598,791
Net transfer from general funds	(28,641)	662
Closing balance	<u>10,570,812</u>	<u>10,599,453</u>

The following special funds are held at balance date:

Property Revaluation Reserve	9,920,000	9,920,000
A J Martin Bursary	9,729	9,722
Building Maintenance Fund	62,201	62,161
Dr Stuart: Grave Restoration Fund	700	0
Hall Maintenance Fund	2,421	2,420
Friends of the Choir	3,125	2,873
Choir Funds	15,766	15,222
Junior Choir Fund	1,302	1,302
Flower Fund	216	216
Herron Hall Floor Fund	4,134	4,431
Internet Streaming Fund	678	2,152
McKerras Trust	32,142	33,271
Manse Fund	458,358	451,421
Minister's Study Leave	5,810	5,807
Staff Study Leave	611	611
Organ Funds	8,430	9,538
Organ Scholarship Funds	2,075	2,074
Rose Approach Fund	4,740	4,737
Sights & Sounds of Easter Reserve Fund	361	361
Ministry Fund (Formerly included Youth Fund)	19,370	52,424
West Harbour Fund	4,990	4,987
Young Adults Ministry Fund	13,327	13,398
Funds raised for presentations	326	325
	<u>10,570,812</u>	<u>10,599,453</u>

**KNOX CHURCH DUNEDIN**  
**Notes to the Performance Report (continued)**  
for the year ended 30 June 2022

**10 Other Receipts and Payments**

Monies were received and paid on behalf of the following special appeals:

	Balance held at 30-Jun-21	Plus Receipts	Less Payments/ transfers	Balance held 30-Jun-22
Birthday Mission Gifts	90			90
Dr Stuart's Grave	700		700	0
Christian World Service	1,000	725		1,725
Hospital Chaplain	40	-	40	0
Womens' Group	77	-	77	0
PWANZ	0	127	-	127
	<u>1,907</u>	<u>852</u>	<u>817</u>	<u>1,942</u>

These monies were held at 30 June and are to be paid after balance date.

**11 Related Party Transactions**

There were no material transactions involving related parties during the year (last year Nil).

**12 Contingencies and Commitments**

The Church has no contingent assets or liabilities at 30 June 2022 (2021 Nil).

**13 Subsequent Events**

There are no events that have occurred after balance date that would significantly affect these financial and other statements.

**14 COVID-19 Virus**

The COVID-19 pandemic, which resulted in a lockdown throughout New Zealand from 24 March 2020 to mid-May 2020 and again in August and September 2021, is not expected to have a significant impact on the future activities of the church.

## **Independent Auditor's Report**

to the Council members of Knox Church Dunedin

### **Our Qualified Opinion**

We have audited the financial statements of Knox Church Dunedin (the Church) which comprise the statement of financial position as at 30 June 2022 and the statement of financial performance and statement of cash flows for the year then ended, and the statement of accounting policies and other explanatory information.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the financial statements included in the accompanying Performance Report present fairly, in all material respects, the financial position of the Church as at 30 June 2022 and its financial performance and cash flows for the year ended on that date in accordance with the accounting standard, Public Benefit Entity Simple Format Reporting-Accrual (Not-For-Profit).

### **Basis for Qualified Opinion**

In common with other organisations of a similar nature, control over the revenues from collections, donations, fundraising and similar income prior to being banked is limited. It was not practicable to extend our examination of such income beyond the accounting for amounts received as shown by the accounting records of the Church, or to determine the effect of the limited control.

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Church in accordance with Professional and Ethical Standard 1 (Revised) *Code of Ethics for Assurance Practitioners* issued by the New Zealand Auditing and Assurance Standards Board and the International Ethics Standards Board for Accountants' *Code of Ethics for Professional Accountants (IESBA Code)*, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.

Other than in our capacity as auditors we have no relationship with, or interests in, the Church.

### **Information Other than the Financial Statements and Auditor's Report**

Other information included in the Performance Report with the financial statements comprises the entity information and the statement of service performance. The Council members are responsible for this other information. Our qualified opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. We are required to report any misstatement of other information. We have nothing to report in this regard.

### **Council Members' Responsibilities for the Financial Statements**

The Council members are responsible, on behalf of the Church, for the preparation and fair presentation of the financial statements in accordance with Public Benefit Entity Simple Format Reporting-Accrual (Not-For-Profit) and for such internal control as the Council members determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements the Council members are responsible for assessing the Church's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless the Council members either intend to liquidate the Church or to cease operations, or have no realistic alternative but to do so.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material, if individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the External Reporting Board website: [https://xrb.govt.nz/Site/Auditing\\_Assurance\\_Standards/Current\\_Standards/Page8.aspx](https://xrb.govt.nz/Site/Auditing_Assurance_Standards/Current_Standards/Page8.aspx)

This report is made solely to the Council members as a body. Our audit work has been undertaken so that we might state to the Council members those matters which we are required to state in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Church and the Council members, as a body, for our audit work, for this report or for the opinions we have formed.

  
Chartered Accountants  
4 October 2022

Dunedin

The Foundation recorded a surplus for the year of \$3,229, thanks largely to an increased distribution from the Carson Charitable Trust No. 1. This amount was \$7,200 (2021: \$2,000).

In December 2021 the Foundation made a cash grant to Knox Church of \$4,000 to contribute to the cost of installing equipment for internet streaming. An application made for a Synod grant to cover this cost has been approved in September 2022. Foundation funds at 30 June 2022 totalled \$177,705 (\$174,476 last year), comprising mainly cash and term investments.

The Knox Church Foundation Trustees are the Rev Dr Kerry Enright, Dr C G Bloore (Chairperson), Mr D Hanan, Mr A Haslam (treasurer), Dr A High and Ms A Tait. The Knox Church Foundation accounts are audited every second year. Last year they were audited by Audit Professionals, so no audit was conducted this year.

The Foundation continues to meet the requirements of the Charities Act and retains its Charities Commission certificate.

***Chris Bloore, Convenor***



# Knox Church Foundation Incorporated

## Performance Report

For the year ended  
30 June 2022

UNAUDITED

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## Knox Church Foundation Incorporated

### Entity Information

For the year ended  
30 June 2022

UNAUDITED

<b>Legal Name of Entity:</b>	Knox Church Foundation Incorporated
<b>Other Name of Entity (if any):</b>	N/A
<b>Type of Entity and Legal Basis (if any):</b>	Incorporated Society and Registered Charity
<b>Registration Number:</b>	CC 34544

#### Entity's Purpose or Mission:

Knox Church Foundation Incorporated is a trust established to provide financial resources for Knox Church, Dunedin and other institutions, properties and activities owned and administered by the Deacons' Court of Knox Church.

#### Entity Structure:

Knox Church Foundation Incorporated has as its trustees, members of Knox Church, including the current minister. At 30 June 2022 there were seven trustees.

#### Main Sources of the Entity's Cash and Resources:

Legacies, bequests and donations to Knox Church not tagged for specific purposes.

#### Main Methods Used by the Entity to Raise Funds:

Maintaining a profile amongst the membership of Knox Church particularly, and discussion of Church projects and financial requirements with the membership through committees, Church Council and Deacons' Court.

#### Entity's Reliance on Volunteers and Donated Goods or Services:

All of the Foundation's income is from donated money, apart from a minor amount of interest on current investments.  
Administration and governance (trustees' time) is unpaid.

#### Contact details

##### Physical Address:

449 George Street, Dunedin 9016

##### Postal Address:

As above

##### Phone

03-477 0229

**Email:** admin@knoxchurch.net

**Website:** www.knoxchurch.net

**Knox Church Foundation Incorporated**  
**Statement of Service Performance**

For the year ended  
 30 June 2022

UNAUDITED

<b>Description of the Entity's Outcomes:</b>		
Providing funds for specific capital projects for Knox Church.		
	Actual	Actual
<b>Description and Quantification (to the extent practicable) of the Entity's Outputs:</b>	This Year	Last Year
<i>No distributions have been made in the year ended 30 June 2022.</i>	0	0

## Knox Church Foundation Incorporated

### Statement of Financial Performance

For the year ended

30 June 2022

UNAUDITED

	Note	Actual This Year \$	Actual Last Year \$
<b>Revenue</b>			
Donations, fundraising and other similar revenue	1	7,200	2,000
Interest revenue	1	565	347
<b>Total Revenue</b>		<b>7,765</b>	<b>2,347</b>
<b>Expenses</b>			
Costs of Providing Goods & Services	2	536	50
Writedown of investment	3	-	1,660
Grant to Knox Church		4,000	-
<b>Total Expenses</b>		<b>4,536</b>	<b>1,710</b>
<b>Surplus for the Year</b>		<b>3,229</b>	<b>637</b>

# Knox Church Foundation Incorporated

## Statement of Financial Position

As at  
30 June 2022

UNAUDITED

	Note	Actual This Year \$	Actual Last Year \$
<b>Assets</b>			
<b>Current Assets</b>			
Westpac Current Account	3	115,278	114,804
Debtors and prepayments	3	12,200	5,000
<b>Total Current Assets</b>		<b>127,478</b>	<b>119,804</b>
<b>Investments</b>			
Investments	3	50,227	54,672
<b>Total Investments</b>		<b>50,227</b>	<b>54,672</b>
<b>Total Assets</b>		<b>177,705</b>	<b>174,476</b>
<b>Net Assets</b>		<b>177,705</b>	<b>174,476</b>
<b>Foundation Capital Account</b>	4	<b>177,705</b>	<b>174,476</b>

*Tony Haslam* 27/9/22  
Treasurer

## Knox Church Foundation Incorporated

### Statement of Cash Flows

For the year ended  
30 June 2022

UNAUDITED

	Actual This Year \$	Actual Last Year \$
<b>Cash Flows from Operating Activities</b>		
<b>Cash was received from:</b>		
Donations, fundraising and other similar receipts - legacies	-	-
Maturing investment	4,936	
Interest receipts	75	58
	5,011	58
<b>Cash was applied to:</b>		
Payments to suppliers and employees	537	50
Distributions to Knox Church	4,000	-
	4,537	50
<b>Net Cash Flows from Operating Activities</b>	<b>474</b>	<b>8</b>
<b>Net Increase in Cash</b>	<b>474</b>	<b>8</b>
<b>Opening Cash</b>	114,804	114,796
<b>Closing Cash</b>	115,278	114,804
<b>This is represented by:</b>		
Bank Current Account	115,278	114,804

# Knox Church Foundation Incorporated

## Statement of Accounting Policies

For the year ended

30 June 2022

UNAUDITED

### **Basis of Preparation**

Knox Church Foundation Incorporated has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

These financial statements have been prepared on the basis of historical cost.

### **Goods and Services Tax (GST)**

Knox Church Foundation Incorporated is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

### **Income Tax**

Knox Church Foundation Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

### **Bank Accounts and Cash**

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances on call.

### **Changes in Accounting Policies**

There have been no changes in accounting policies during the financial year (last year - nil)

## Knox Church Foundation Incorporated

### Notes to the Performance Report

For the year ended  
30 June 2022

UNAUDITED

#### Note 1 : Analysis of Revenue

Revenue Item	Analysis	This Year \$	Last Year \$
Donations and other similar revenue	Legacies	7,200	2,000
	Donations	-	-
	<b>Total</b>	<b>7,200</b>	<b>2,000</b>

Revenue Item	Analysis	This Year \$	Last Year \$
Interest, dividends and other investment revenue	Interest from Bank Deposits and Current Account	367	347
	Profit on redemption of investment units	198	-
	<b>Total</b>	<b>565</b>	<b>347</b>

#### Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year \$	Last Year \$
Costs of providing goods & services	Audit fee for prior year	460	-
	Bank fee	25	50
	Charities fee	51	-
	<b>Total</b>	<b>536</b>	<b>50</b>

#### Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year \$	Last Year \$
Bank accounts and cash	Westpac Current Account	115,278	114,804
	<b>Total</b>	<b>115,278</b>	<b>114,804</b>

Asset Item	Analysis	This Year \$	Last Year \$
Debtors and prepayments	Legacies Receivable	12,200	5,000
	<b>Total</b>	<b>12,200</b>	<b>5,000</b>

Asset Item	Analysis	This Year \$	Last Year \$
Investments	Westpac Term Deposits	50,226	49,934
	Mortgage Income PIE Deposit	-	4,738
	<b>Total</b>	<b>50,226</b>	<b>54,672</b>

The Mortgage Income PIE deposit was bequeathed to the Foundation. It represented 18,278 units in New Zealand Mortgage Income Trust PIE Fund, which had a value per unit of \$0.4740 at 31 March 2017, equal to \$8,664 at the time of transfer to the Foundation. There have been reductions in the value of the Fund in subsequent years. At 30 April 2021 the valuation of each unit was \$0.2592. In March 2022, KPMG Restructuring Services NZ Limited wound the Fund up and distributed the proceeds, with a final value of \$0.2700 per unit (equal to a distributed total of \$4,935.86). This resulted in a small realised gain for the year of \$198.27.



## Knox Church Foundation Incorporated

### Notes to the Performance Report

For the year ended  
30 June 2022

UNAUDITED

#### Note 4: Accumulated Funds

This Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	-	174,476	174,476
Surplus		3,229		3,229
Transfer to Reserves		(3,229)	3,229	
Closing Balance	-	-	177,705	177,705

Last Year				
Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-		173,839	173,839
Surplus		637		637
Transfer to Reserves		(637)	637	
Closing Balance	-	-	174,476	174,476

#### Breakdown of Reserves

Name	Nature and Purpose	Actual	Actual
		This Year	Last Year
		\$	\$
Foundation Capital Account	Held for the purpose of assisting Knox Church to undertake capital and other projects, and distributed as and when resolved by the Trustees in terms of the Trust Deed. In March 2020 the sum of \$20,000 was distributed to Knox Church to upgrade the Church Officer's flat (now the Knox Apartment). These funds include a specific allocation to be made as follows: In January 2018 \$4,000 was donated to General Funds with the express wish of the donor that this sum should be reserved for expenditure on lighting for the Church.	177,705	174,476
<b>Total</b>		<b>177,705</b>	<b>174,476</b>

#### Note 5: Commitments and Contingencies

##### Commitments

There are no commitments as at balance date (Last Year - nil)

##### Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last Year - nil).

#### Note 6: Related Party Transactions

There were no transactions involving related parties during the financial year (Last Year - Nil).

#### Note 7: COVID-19 virus

The COVID-19 virus pandemic, which resulted in a lockdown throughout New Zealand from 24 March 2020 to mid-May, and again in August and September 2021, is not expected to have a significant impact on the future activities of the Foundation.

#### Note 8: Subsequent Events

In August 2022 the Foundation advanced the sum of \$25,000 to Knox Church, to cover a forecast cash shortfall in the church's operating funds. This was a loan which is expected to be repaid by 30 June 2023.

There have been no other events since 30 June 2022 that would have a material impact on these financial statements.

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### Non-Ruling Elders and Year of Ordination

Chris Bloore	1980	John Elder	1977
Lillian Brown	1988	Dirk Gootjes	1980

Bill Cowan	1981	Lyndall Hancock	1974
Sandra Goodchild	1993	Pat Hoffman	2011
Vivienne Graham	1990	Linda Holloway	1987
Annette Hannah	2010	David Mann	1988
Errol Holland	1971	Patti Matheson	1997
Liam McIlvanney	2011	David Richardson	1974
John Matheson	1997	Helen Shaw	1974
Carolyn Richardson	2003	David Skegg	1980
Don Shaw	2003	Lee Somerville	1990
Janet Sim Elder	1985	Alison Tait	2000
Royden Somerville	1985	Anna MacKenzie	2015
Geoff Swift	2008	Helen Thew	1993
Rosemary Tarbotton	2000	Anna Togneri	2015
Ian Thomson	1982	Warren Jowett	2017
Melville Carr	1960	Jill Rutherford	2015

**In Memoriam**

George Petersen

Joy McMiken

Verna Mackenzie

Gerald Wilson

Nigel McPherson

## **Committee Membership 2021-2022**

### ***Worship***

Kerry Enright, Jordan Redding, Karen Knudson, Peter Stockwell, Beulah Dunstone Leitch, Charlotte Bell

### ***Caring Community***

Marion Christie (Convenor), Patsy Mason, Elizabeth Matthews, Lyn Revie

### ***Friends of Choir***

Carolyn Richardson, Lee Somerville (Co convenors), Karen Knudson, Glyn Smith, Geoff Swift, Anna Togneri, Sara Brown (ex officio)

### ***Outreach***

Rachel Tombs (Interim Convenor), Alva Feldmeier, Warren Jowett, Peter Matheson, Peg Pfab, Janet Sim Elder (Trade Aid)

### ***Personnel Committee***

Margot Skinner (Convenor), Paul Crack, Liz Miller, Patsy Mason, the two Ministers (ex officio)



Over the years, Knox Church’s mission in the Dunedin community has been assisted considerably by the thoughtful legacies of Christian people. Your gift or legacy would help. Here is a form of bequest that could be included in your Will. Your support for Knox would be deeply appreciated.

**FORM OF BEQUEST**

I, .....

.....  
 GIVE AND BEQUEATH to the DEACONS COURT OF KNOX CHURCH,  
 DUNEDIN (INCORPORATED) the sum of

\$ ....., for the general purposes of Knox Church,  
 Dunedin and I declare that the receipt of the Treasurer for the time  
 being at Dunedin shall be a discharge for the legacy.

