

From the Office of the Consistory

February 2, 2015

Your Eminence, Your Graces,
Reverend Fathers,
Parish Executive Councils, and
Beloved Faithful,

Glory to Jesus Christ!

Слава Ісусу Христу!

As we enter the New Year 2015, we contemplate what this year may have for us; some of us may have made resolutions to improve our lives. Some may have made resolutions to strengthen their financial or professional position, while others may resolve to lose weight or stop a bad habit. Then there may be those who express the desire to improve their relationships with their families or coworkers, to help the needy, or to pursue some lofty goal in life. With those thoughts, why not make a resolution to dedicate ourselves to the service of God and His Holy Church, especially this year being the SOBOR YEAR of our Church. Let us begin by sharing the faith and become partners in the development, growth and sustainability of our beloved Ukrainian Orthodox Church of Canada.

With love in Christ,
Fr. Victor Lakusta, Chancellor



I now draw your attention to the following items:

1. **Annual Congregation Reports** – Enclosed with this newsletter is the 2015 Annual Congregation Report form, which should be completed and returned to the Office of the Consistory **no later than March 31st, 2014.** These reports are important to us, for they reveal data information which is essential for our administration, as well as contact and statistical information, all of which are necessary for communication and mission planning purposes. It is imperative that these reports be accurately completed and dutifully submitted with the corrected levy (membership) list and levy payment. It is also required that the reports be signed by the Parish Priest, President and Secretary certifying the report for its accuracy. **A copy of the 'Report'**

should be submitted to your Eparchial Bishop. It should be noted that there are a few parishes/congregations that have not filed their 'Annual Congregation Report' for 2014, which is mandated. Please tend to this matter immediately.

2. **Levy for 2015** – The Consistory Levy for 2015, as approved by SOBOR 2010, is **\$89.00 per individual member** of which \$9.00 per member is allocated for the Theology Program at St. Andrew's College as per SOBOR 2010 Resolution #11. The **Levy Assessment for each parish/congregation is based on the number of registered members the parish had as of December 31st in the year prior.** If an adjustment is to be made to your levy assessment that will be done once we receive your 'Annual Congregation Report' along with the updated 'Levy (membership) List'. **Please note that levy assessments are NOT BASED on your membership roll as it stands in the current year, 2015, but on the number of members your parish/congregation had registered as of December 31st of the previous year or year prior.** Bylaw #14.06 states that *"Every parish and mission shall pay into the general fund the Church (UOCC) such annual levies and assessments as may be determined by the General Council from time to time."*
3. **This being the SOBOR Year** – I remind you of Policy #21, Article #3 of the Policies and Procedures of the UOCC states that *"If a congregation (parish) has not completed their levy payment by December 31st of the calendar year for which the levy payment is due, they are in arrears."* Article #4 states: *"Congregations (parishes) which are in arrears may not send delegates to SOBORS or Eparchial Assemblies. Members of such congregations may, of course, be present at such gatherings as guests. In the year of a regularly planned SOBOR, congregations (parishes) must have their current levies paid in full or have made arrangements for full and timely payment of their levies prior to the SOBOR. (Sixty days prior to the General Council/SOBOR.) Levies in the arrears must have been paid in full by October 1st in the year prior to the SOBOR for the parish to be in good standing to have delegates attend the SOBOR."*
4. **Non-Payment of Levies** – Further in regards to non-payment of levies, I bring to your attention Article #5 which states: *"The members of a congregation which is in arrears for more than one year will cease to receive the Church organ, the **"Visnyk/Herald."**"* Article #6 states: *"When a congregation of the UOCC has been in arrears for three years, the Consistory may name three (3) trustees to replace the parish council of the given congregation, one of whom will be a member of the Consistory."*
5. **The Parish (Membership) Levy list** – Enclosed with this newsletter you will find your congregation's levy list as per our data information. Please review this list; make any necessary corrections, additions, or deletions **directly on this list and return it to the Office of the Consistory** either by post, fax (204 – 582-5241) or scanned and emailed to: finance2@uocc.ca. **DO NOT SEND YOUR OWN MEMBERSHIP LIST.**
Your current **Levy Assessment** is calculated on the basis of your membership list and the 'Levy List' also serves as our Visnyk/Herald subscription list, therefore it is imperative that your parish

membership information (names & addresses) are updated to ensure accurate assessment and uninterrupted mailing and delivery of the Visnyk/Herald. We urge you to report any changes that may occur to your membership roll during the course of the year; again, so that the delivery of the Visnyk/Herald will not be interrupted. We also suggest that you submit the names and addresses of any new members who may join your congregation during the year, so that they may receive the Visnyk/Herald, complimentary of the Consistory. Submitting names of new members will not alter your levy assessment for 2015; they will be included in next year's (2016) levy assessment.

Who Should Pay Levies? According to UOCC policies, a parish or congregation is either active or disbanded (closed) or has been accorded "heritage" status. In accordance with the UOCC policies, the category "inactive congregation" is no longer considered a viable category. A parish or congregation is considered to be an active community of faithful when provided with sacramental and liturgical services. Any parish or congregation receiving the services of a parish priest, even if it is only one service a year, is considered to be "active", therefore it is required to complete the "Annual Congregation Report" and pay levies to the Consistory, thus entitling each registered members to receive a subscription to the Visnyk/Herald. The same policy applies to "mission parish".

6. **Clergy Levy** – The clergy levy for 2015 remains at \$100.00, which also includes a year's subscription to the Visnyk/Herald. Again, we remind all clergy that it is to their advantage to pay their levy directly to the Consistory for which a tax deductible receipt will issued and which can be claimed 100% as a '*professional fee*' deduction when filing one's annual tax return. **If the clergyman chooses to pay his levy in the form of a membership due or donation through the parish for which he will receive a tax deductible receipt from the parish, the parish is then responsible for paying the clergyman's levy of \$100.00 to the Consistory.**

7. **Clergy Salary** - SOBOR 2010 adopted a resolution regarding minimum Clergy Compensation and Annual Adjustments which read as follows: "*BE IT RESOLVED that the minimum salary of clergy be increased to \$2600 per month and that further annual increases of \$600 (\$50.00 per month) be implemented each year through 2015 yearly with implementation date to coincide with parish fiscal year end but beginning no later than January 1, 2011.*" Based on Resolution #17 the **base salary for 2015 is \$2800 per month.**

Please note this mandated salary increase applies to the base salary only; it does not automatically apply to salaries above the basic minimum. Increases to salaries above the basic minimum are to be negotiated between the Parish Priest and Parish.

8. **Ecclesia Publishing...**

- a. **Visnyk / Herald** – has been published monthly since 1924, providing our readers with exclusive news coverage of UOCC events. Content includes news items, feature stories, informational announcements and statements from our Hierarchs and the Office of the Consistory.

We are continuously updating our subscriber database. In doing so we have found there are those who have been receiving the Visnyk/Herald for which we have not received payment. For us to be fiscally responsible, we cannot continue sending the Visnyk at to the subscriber for which we do not receive any payment; therefore, in keeping with Policy 21, Article 5, we are obligated to adjust our subscriber list by cancelling some of our mail-outs.

There are some congregations who have not paid up their 2014 levies to the Consistory, part of which is the Visnyk subscription rate. For these non-payments, the Consistory/Ecclesia Publishing has been subsidizing the publishing and mail-out of the Visnyk to some of our faithful; therefore, a review will be conducted which may result in cancellation of some Visnyk subscriptions during the course of this year, 2015. We appeal for your co-operation in the matter so as not to interrupt the mailing out of the Visnyk/Herald to the members of your congregation.

Since the Visnyk subscription list is based on your levy (membership) list, we ask you to carefully review the levy list sent to you and make whatever correction, additions or deletions to the list and return it to the Office of the Consistory, along with the assessed levy payment so that no one of your membership be withdrawn from receiving the “Visnyk/Herald.”

- b. **Special Publications** - Ecclesia Publishing has produced a Commemorative Booklet of the 80th anniversary of the Holodomor that was included in the November issue (2013) of the Visnyk/The Herald. This special commemorative booklet highlights the historical, psychological, demographic and social consequences of this Genocide on the Ukrainian people. It features statements from Church leadership, government recognition, cultural expressions and an exclusive article on the impact of the Famine on the Ukrainian Orthodox Church. This booklet is produced in English for North American readers to bring awareness to our Canadian society about the Holodomor and the lasting consequences of the genocide.

In April of 2014 we published a ‘Pascha’ (Easter) edition and in January of this year (2015) we published a ‘Nativity’ (Christmas) edition of the special booklets which was sent out to all Visnyk/Herald subscribers. Both of these feature informative articles about the liturgical worship and Ukrainian traditions of these feast days. Both booklets are bilingual.

For those wishing to order additional copies for distribution in the broader community, Church Schools and organizations, these copies may be ordered from Consistory Church Goods Supply

- c. **2015 Wall Calendars and Almanac (“Ridna Nyva”)** – have been printed and distributed to the parishes and persons who had ordered copies. The ‘Wall Calendar’ and ‘Church

Almanac' are both dedicated to our churches of the Ukrainian Orthodox Church of Canada. We celebrate our historical heritage, as we approach the 100th anniversary of the UOCC in 1918.

The 'Almanac' contains a detailed Church calendar and Typikon, featuring the saints of Ukrainian Orthodoxy, an information guide important to lead an Orthodox Christian life, updated clergy and parish directories, current listings for the administrative divisions of the UOCC as well as greetings and advertisements from our generous supporters, which provides information about services and programs within the Ukrainian Orthodox community as well as several new features and articles. If you wish to purchase copies, contact our Church Goods Supply (1 – 800 – 804-6040) or email: churchgoods@uocc.ca.

- d. **Paschal (Easter) Greetings** – Annually, in support of our monthly periodical: “The Visnyk/Herald”, we invite our UOCC parishes, parochial districts, organizations, and businesses to place a ***Paschal Greeting*** in our Easter Edition of the Visnyk. This year our Easter edition will be the April issue. Deadline for submission is March 13th, 2015. Enclosed with this newsletter you will find the “Paschal Greeting” rates and sizes
 - e. **Publishing Easter Services in the Visnyk** – As noted our Easter Edition of the Visnyk will be the April issue, therefore if your parish wishes to publish its Holy Week and Easter service schedule and radio broadcast in the Visnyk; deadline for submission is March 13th, 2015.
 - f. **Publishing your ongoing Schedule of Services...** We frequently receive calls to the Consistory requesting to know when services are being held in given parishes, especially at Christmas, Easter, graveside services (Provody) and during the summer. These inquiries are predominately from people outside the district who wish to know in advance when services are being held at some of our rural and smaller center parishes. May we suggest that a schedule of services for your parish or parish district be submitted for a two month period, which will inform our faithful as to when services will be held in those parish that don't have regular services.
 - g. **Visnyk Subscriptions and Address Changes** – For such needs, please contact Valentyna, directly, @ (877) 586-3093, ext. 223 or email: finance2@uocc.ca.
9. **Communication** –We encourage you to submit news regarding your parish, milestones, parochial news, memorials, your schedule of services, and announcements of events, which can be published in the Visnyk/Herald or posted on the UOCC website. In addition, we ask that all parishes and clergy keep the Consistory Office updated on any changes in their mailing or email addresses, so that we can effectively communicate with you.
10. **KOLIADA 2013/2014 – Christmas Appeal** – At present, our Annual Christmas Appeal – “KOLIADA 2014/2015” is being conducted. As of February 2nd we had received \$10,219.34. We

express our most sincere thank you to all donors for their generous support of the ministry of our beloved Church. At the same time we encourage others to send in their donations. The Consistory has limited sources of revenue; therefore your donations are greatly appreciated. Your generous donations help us carry out our SOBOR mandates and ministries, and to witness our faith.

11. **Pysanka 2015 – Paschal Appeal** – Once again with the March issue of the Visnyk/Herald we will be appealing to the generosity of our faithful to support our Church’s mission efforts by a making tax-deductible donation to the Ukrainian Orthodox Church of Canada. In the March issue of the Visnyk/Herald you will find a “Pysanka 2015 Donation Envelope” for your donation. Last year (2014) our Ukrainian Orthodox community donated \$9,979.20. We thank all donors for their generosity.

The names of the living and deceased that you submitted with your donations are being commemorated at Divine Liturgies celebrated, either in the Consistory Chapel or at a Divine Liturgy celebrated at one of the Winnipeg based churches.

12. **Consistory Church Goods Supply** – As of January 17th Church Goods has processed orders for 6710 wall calendars and 189 ‘Ridna Nyva’ (Church Almanac), which have all been sent out. If your parish has been invoiced, we would appreciate receiving payment as soon as possible.
 - a. We appreciated your patronage of Church Goods, and our policy is to provide the best customer service. We offer credit purchases, which need to be paid within an expected time of 30 days. Unfortunately, we are carrying outstanding accounts that are long overdue; therefore at the June 2013 Consistory Board meeting two motions were passed as a result of delinquent accounts... [1] *‘That effective as of July 1st, 2013, all accounts will be notified as they make purchases that they will be charged interest at the rate of 1% on all overdue accounts of 30 days or more.’* [2] *‘That effective as of July 1st, 2013, all accounts will be notified via letter that accounts outstanding over 90 days will lose future credit privileges until the account has been paid in full.’*
 - b. Our sales are predominately comprised of books, candles, icons, crosses, vestments, greeting cards and some liturgical items. Our advertising and promoting had resulted in increased sales. This was achieved through: monthly advertisements in the Visnyk newspaper, promotion e-mail flyers (“New Arrivals”, “Seasonal Sales”), monthly book previews to the Visnyk, “Nativity Coupon” for our customers. The Consistory Church Goods Supply are expanding effective business relations with number of different suppliers in Ukraine, Canada, Greece, and the USA since they offer us a very good quality church goods items for a reasonable price. For that reason, Church Goods Store is able to make a better profit and increase the total store revenue. Our inventory is constantly being monitored as to what items to stock. Items such as crosses, incense, candles, shirts, and icons are in constant demand.
13. **New Member Incentive Program** – we are continuing the program as mandated at SOBOR 2005 and again in 2010. The objective of the program is to encourage new members to join our

parish communities, to worship with its faithful, and as a parish family to seek the grace of God and salvation in His Glorious Kingdom.

How does this program work?

- Enroll a new member, expecting no membership dues to be paid to the parish for a period of two years.
- The member is then registered with the UOCC as a moratorium member for two years, and the parish is not assessed a levy for that member for that time period.
- The Ecclesia Publishing Corporation then sends a complimentary subscription for the Visnyk/Herald to that member for the term of moratorium.

Those parishes wishing to participate in the “New Member Incentive Program” must advise the Office of the Consistory of their intent, and provide the names of the members to be registered in the “Incentive Program.” This program does not apply to transferring members from another Ukrainian Orthodox Parish. If additional information is required, please contact Valentyna Dmytrenko (877 – 586-3093, Ext. 223) or Fr. Victor Lakusta, Chancellor (877-586-3093, Ext. 227).

14. **Baptismal & Marriage Registrations** – We remind all Parish Priests and Parish Councils that duplicate copies of the Baptismal and Marriage registration forms must be sent in to the Office of Consistory within three months following the celebration of the sacraments. It is essential that the registrations be filed and entered into our database for statistical purposes and for occasional re-issuing of certificates. Reverend Fathers, please be diligent and timely in submitting these registrations. Please make sure the records are written in legible handwriting. Submit only the tear-off form from the record book. Do not create your own forms because our computer program is set-up to only scan the tear-off form for filing electronically.

15. **Audited Financial Statement for 2014** – Preparations for the audit have not yet been completed. Once the audit is done, and after the Consistory Board of the UOCC had reviewed and accepted the ‘Audited Financial Statement’ it will be sent out.

16. **General Assembly (SOBOR) 2015** –

✚ When: July 12th to July 18th, 2015

✚ Where: Fort Garry Hotel, Winnipeg, MB

Our theme for SOBOR 2015 is *“Beyond 100 – Past, Present & Future – Stewardship, Spiritual Renewal and Education”*. The General Assembly (SOBOR) is convened every five years and is concerned with all matters, other than doctrinal or canonical, affecting the life, growth and unity of the Church, her institutions, her finances, her administration, educational and humanitarian concerns and her growing role in the religious life of world Orthodoxy.

Details relating to SOBOR 2015 will be published in the Visnyk/Herald, posted on the UOCC website and disseminated to all clergy, parishes and laity of the church.

SOBOR PLANNING COMMITTEE CHAIR:

- Victor Hetmanczuk

- email: vhetmanczuk@bell.net

SOBOR NOMINATING COMMITTEE CHAIR:

- Peter Kondra

- email: smlmusk@gmail.com,

In summary, the timelines for submission of resolutions is as follows:

- Discussion and preparation of draft resolutions – November 1, 2014 – February 23, 2015
- Deadline for return of resolutions from Parishes, February 23, 2015
- Compilation of submissions and review of Resolutions Program by Consistory – February 23 – March 8, 2015
- Compiled resolutions are returned to Clergy and Parishes by March 8, 2015 for further review and preparation for discussions at the 23rd Sobor in 2015
- Final comments to be received by no later than April 6, 2015
- Final Resolutions Package will be distributed by May 15, 2015

SOBOR RESOLUTIONS COMMITTEE CO-CHAIRS:

- Walter Pylypchuk

- email: pylypchuk@shaw.ca

- Stephania Luciuk

- email: sluciuk@gmail.com

17. **Parish Disbandment / Closure** – Should circumstances dictate that a congregation has to succumb to disbanding its parish, there is procedure to be followed as described in Policy #22 of the 'Policies and Procedures of the UOCC'. I also draw your attention to Article#14:08 of the UOCC Bylaws and Section 16(d) of the Model Bylaws for Parishes of the UOCC. Should such action be taken, the Office of the Consistory needs to be advised.
18. **Informational Report to Eparchial Assemblies** – There has been requests from parishes for a copy of my 2014 Informational Report given at the Eparchial Assemblies. Should anyone wish for copy, please contact my office at chancellor@uocc.ca or fax: 204 – 582-5241 or Tel: 204 – 997-9093.
19. **Canada Revenue Agency (CRA)** has introduced some changes in procedures for naming of "authorized representatives" who can act of behalf of a parish in dealings with CRA. Parishes operating under the "master" Business Number (BN) of the Ukrainian Orthodox Church of Canada (10814 8263) no longer have to provide CRA with minutes of the Annual General Meeting listing new executive members of the parish. Form RC 59, Parts 1 - 4 must be completed to authorize, for example, a newly-elected Treasurer. The name of the individual being authorized must be indicated as well as the program accounts to be accessed (e.g. RP - payroll, RT - GST, RR - Charities), the authorization level, and cancellation of any previous

authorizations. Do not complete Part 5 - Certification; forward the RC59 form to the Consistory by email, fax or regular mail as CRA now requires that this Certification be signed at the Consistory by an authorized Presidium Officer and then forwarded to a CRA Tax Centre. Authorizing the parish external accountant should be done in similar fashion including sending the completed RC59 form to the Consistory for signature and forwarding to CRAA. Please ensure that the Business Number and Program Identifier Number are entered correctly. The UOCC Consistory Program Identifiers are: **Payroll RP0001, GST RT0001, Charities RR0001** and must not be used by any parish as this would be incorrect and create confusion.

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Parishes which operate under their own distinct BN should:

1. following each Annual General Meeting, forward to CRA a copy of the minutes listing the executive officers elected at that meeting
2. prepare Form RC59, as indicated above, including Part 5 - Certification which should be completed and signed by an elected executive officer of the parish. The completed Form RC59 should be forwarded to the nearest Tax Centre for processing. In the case of parishes with registered charity status a copy of the RC59 should also be sent to the Charities Directorate in Ottawa to ensure records there are also updated

On behalf of our Hierarchs, Consistory Board members, and Consistory Office Staff; I thank you for your kind attention and cooperation, as well as your commitment and generosity in support of our Holy Church. We ask you, good and pious faithful of our God-saved Holy Church, to pray for our Church and its future so that our goals may be realized for ages to come. We ask you also to pray for our brethren in Ukraine that Our Blessed Lord God protect them and grant them love, unity, peace and victory so that freedom, truth and justice may be achieved. And we pray that you will continue, whenever called upon, to offer your moral and financial support of the Church's ministry. May our Lord God bless your commitment and dedication.

Contact the UOCC - Ukrainian Orthodox Church of Canada

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consistory@uocc.ca

Consistory, Ecclesia Publishing, Church Goods hours of operation are
Monday to Friday: 9:00am to 5:00pm.

UOCC Primate

His Eminence Metropolitan Yurij
Extension 226
metropolitan@uocc.ca or metuocc@mymts.net

Chancellor of the UOCC and Chair of the Presidium

Rt. Rev. Protopresbyter Victor Lakusta
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Director of Communications

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Our Website & Email Address:

www.uocc.ca
consistory@uocc.ca

Share the content of this newsletter with your parish membership!

If you have any questions or comments regarding the content of this newsletter, please feel free to contact the person responsible for that department or the Office of the Chancellor.

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