



## MINUTES FOR COUNCIL MEETING Thursday, January 8, 2026

Held in the Fellowship Hall & on Zoom at 9:00 a.m.

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**Council Members** Deb Gill (Chair), Roger Hyatt (Vice-Chair), Mary McFadden (Council Secretary), Brenda Heath (Christian Development), Lois Gill (Fellowship & Outreach), Lori Hyatt – (Finance/Treasurer), Peter Challen & Trish Challen (Acting Chairs of Fundraising & Stewardship), Janice Sinker (Grand Bend Place), Rev. Nancy Knowles (Minister), Bill Weber (Ministry & Personnel & Stewardship), Christine Wilde (Office Administration) Debbie Procter (Property Management), Glen Miller (Trustees), Karen Etherington (Worship & Music), Roger Hyatt (Acting Chair for WOW Representative),

**Present:** Deb Gill, Roger Hyatt, Mary McFadden, Brenda Heath, Lois Gill, Lori Hyatt, Janice Sinker, Bill Weber, Debbie Procter, Glen Miller, Peter Challen, Trish Challen, Karen Etherington, Nancy Knowles, Christine Wilde

### Quorum Present

### AGENDA

#### 1. DEVOTIONAL - Nancy Knowles

- After devotional and prayer, Deb Gill warmly welcomed Trish Challen as a new member of Council. Also welcomed both Peter and Trish Challen in their new roles as co-chairs of Fundraising and Stewardship. Roger Hyatt was thanked for being our new WOW representative.

#### 2. CALL TO ORDER – Deb Gill: 9:10 a.m.

#### 3. APPOINT AN EQUITY MONITOR – Karen Etherington

#### 4. ACKNOWLEDGEMENT OF TERRITORY (read aloud by Council)

#### 5. APPROVAL OF AGENDA

- MOTION to approve the agenda as distributed. Moved, seconded and carried.

#### 6. ANNOUNCEMENTS/CORRESPONDENCE

#### 7. REVIEW & APPROVAL OF MINUTES

- MOTION that the November 20, 2025 minutes be approved as distributed. Moved, seconded and carried.

**8. BUSINESS ARISING**

- **Stewardship Fundraising and Grants (acting chair nomination)**
  - **MOTION that Huron Shores United Church Council appoint Peter and Trish Challen to fill the roles of Acting Co-Chairs of Fundraising and Stewardship until the 2026 Annual Congregational Meeting. Moved, seconded and carried.**
- **WOW Representative (acting chair nomination)**
  - **MOTION that Huron Shores United Church Council appoint Roger Hyatt to fill the role of Acting WOW representative until the Annual Congregational Meeting 2026. Moved, seconded and carried.**
- **Living Faith Story (Roger) x 15 minutes – Attachment #1 – no minutes were taken during this conversation.**
- **AI update (Mary) – There has been a communication issue between us and the software company, Fathom. Working on resolving. Asked for this item to be put on hold until the issue is resolved.**
  
- ◆ **As this meeting was focused on the 2026 draft budget, Deb asked Lori to explain the budget as clearly as possible. Deb emphasized the importance of each Council member to understand and ask questions if unclear on any category. Below are some key points**
  
- **FINANCE – Lori Hyatt:**
- **Sincere effort from the finance team to try to inform Council and the COF what our financial situation is.**
- **Important that Council understand the budget.**
- **Lori explained figures and asked for concerns/questions on each page.**
- **The finance team is suggesting that the Food Pantry take ownership of their own finances – have their own banking account.**
- **Ministry & Personal – Bill Weber: shared that the team met with all staff to discuss salaries. The United Church set an increase of 2.7%. The M&P team agreed to round that up to a 3% increase. Bill complimented Lori on all her work.**
- **WOW congregational assessment annual fee is an increase from 4% to 4.5% on net receipts.**
- **Peter Challen addressed the subject of “renting” our space to the community. As we are a registered charitable organization, we have to be very careful how we go about acquiring funds to use our building. We need to make it clear that usage of our spaces is an outreach of HSUC. If misworded or handled, our property tax exemption could be eliminated. Suggested a dedicated meeting to discuss this issue.**

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- **FUNDRAISING & STEWARDSHIP – Peter & Trish Challen:**

- Thanked Council for establishing this new working group. Steve Northey will be thanked for all his assistance. Expressed that they feel that Stewardship needs to have more influence. Will arrange a special meeting with F&S and finance. It was suggested that Peter and Trish attend the next finance meeting.
- **MOTION that a meeting is to occur as soon as possible to re-assess all fundraising and stewardship initiatives for 2026. Moved, seconded and carried**

### 9. NEW BUSINESS

- **Council Retreat – Nancy:** is suggesting a half day off site spring retreat that would include a pot-luck lunch. The purpose would be for open discussion on Visioning (who we are, where do we want to go?). Riverwalk Commons in St. Mary's is one suggested location. Nancy will investigate details.

### 10. TEAM REPORTS

- **COUNCIL CHAIR – Deb Gill:**
  - **Recent meeting with the Legion** – felt that it went very well. Agreement was made that HSUC would not organize volunteers. Bartending issue was resolved to have two bartenders at our fundraising events. Very keen to continue our relationship.
- **PROPERTY – Debbie Procter:**
  - Bob Illman has been thanked for his recent efforts in removing snow.
  - Debbie will eliminate repetitive property issues and will report when there is a change.
  - Further explained the Queens Ave. lift issue.
- **WORSHIP & MUSIC – Karen Etherington:** no further report.
- **CHRISTIAN EDUCATION – Brenda Heath:** no further report.
- **FELLOWSHIP & OUTREACH – Lois Gill:**
  - Winter Carnival – children's activities to be held on Saturday, February 14 using our facility.
- **GRAND BEND PLACE – Janice Sinker:**
  - Was asked to clarify what "Friends of GBP" meant. This program would encourage personal sponsorship rather than depending solely on corporate sponsors.

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- **MINISTRY & PERSONNEL – Bill Weber:** no report
- **TRUSTEES – Glen Miller:** no report
- **WOW – Roger Hyatt:** no report

**11. EQUITY MONITOR – Karen:** felt that any issues were resolved professionally.

**12. NEXT MEETING:** Thursday, January 29, 2026 at 9:00 a.m.

Before adjournment, a concern was brought forward about Food Pantry volunteers coming in during Council meetings. This will be discussed with Marg Alfieri.

**13. REFRESHMENTS:** Lois Gill and Nancy Knowles

**14. MOTION to adjourn – 10:50 a.m.**

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Deb Gill,  
Council Chair

Mary McFadden  
Council Secretary



## COUNCIL MEETING TEAM REPORTS

### Thursday, January 8, 2026

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#### **COUNCIL CHAIR – Deb Gill:**

##### **Action Completed:**

1. Met with Peter and Trish and determined that:
  - they will be responsible for the coordination of fundraising events in our Church with the exception of the 3 large Council fundraisers, which I will continue to lead for this year
  - the role is actually an acting position until the ACM
  - that there's a certain urgency to begin the stewardship job
2. Met with Roger and determined that he would agree to act as our acting WOW rep until finally approved at the ACM
3. Assembled a working group including Lois, Brenda, Joanne and Chris Barry and Heather Prosser to facilitate Hello Summer, Harvest Dinner and Festival of trees
4. Met with Doug Turkeim and Glen Miller to determine dates and working relationship with the Legion for Dinner bookings.
5. Established the following Dates: Hello Dinner Saturday May 30 th, Harvest Dinner Saturday October 3 and Festival of Trees Friday November 13 th and Saturday November 14 th.

##### **Action Pending:**

1. Meet with Hello Summer Working group to complete planning details and work towards creating an electronic and hard copy
2. Work with Dan Gill to establish an HSUC Email address
3. Establish an email group of members of our Community of Faith to be used in lieu of Mail Chimp when necessary.

##### **Motion Discussion:**

1. Agenda item re motions for acting positions
2. Legion working relationship

#### **FUNDRAISING & STEWARDSHIP – Peter & Trish Challen:**

##### **Completed**

1. F&S Team members are Peter and Trish Challen (Co-Chairs), Wil Vanderlinden, Joanne Barry, Chris Barry, Pat Morden, Doug Procter, Nancy Knowles (Ad hoc member).
2. F&S Team is to coordinate all fundraising and stewardship initiatives except for the Spring and Fall Suppers and the Festival of Trees.
3. Celebration letter sent, via mail chimp and separate emails, to all who contributed to Donor Recognition Display to pay off the mortgage so far.
4. Celebration Sunday, "Happiest of New Years", Jan 4, celebrated paying off two and a quarter million dollars in ten years – 2015 -2025.
5. Trish and Peter are both to attend Council meetings; have one vote, and only one is to speak during motion discussions.

**Pending**

1. Provide monthly written and verbal reports to Council.
2. Work with Reverend Nancy, to be clear to the Community of Faith regarding the debenture in 2027, and the mortgage completion by 2033.
3. Schedule fundraising and stewardship activities for 2026 to ensure activities are spread out throughout the year so as not to compete with one another or be a drain on the COF.
4. Revamp Donor Recognition Display to remove dollar amounts, add elevator display to indicate progress, and a written explanation for those unfamiliar with plan.
5. Provide monthly updates for Council regarding progress.
6. Work with Finance Team to provide a monthly, written progress report to COF.
7. Participate in upcoming Regional Council stewardship seminars.
8. Begin Jan 8 regarding Council members being **Leader Models**.

**PROPERTY – Debbie Procter:**

**Actions Completed:**

- A generous offer to steam clean the office and Greenway Chapel carpets were done at no charge to the church, thanks to Bob Illman.
- Bluewater Recycling has changed their policy on recycling collections for businesses, institutions, and commercial properties. It will now be picked up bi-weekly beginning on Monday, Jan. 5/26. The recycling bins will now have new red lids on them to indicate the change in processing of recycling materials. The regular garbage, with the black lids, will still be collected on Tuesdays.

**Actions Pending:**

- There is a proposal from the Property WG that the sidewalk slabs on the west side of the church be lifted and leveled. They will use hydraulic jacks to lift the slabs and put sand under the slab to level it. This hopefully, will rectify the unevenness of the sidewalk and correct the drainage. The approximate cost of this would be \$1,000.00. The WG hopes this method will work.

**Maintenance and Repairs**

**Actions Completed:**

- Our boiler system shut down a couple of weeks before Christmas, leaving us without any hot water. The reason for this was a system communication error. With the help of Inglewood Mechanical and Dan Gill the system was reset and is working properly now. Ongoing monitoring of the system will take place.
- Snow removal continues as per our service contract with B&E Steeper.

**Actions Pending:**

- The Queens's Ave. lift is not operating as it should be. For safety reasons, it was decided to only use it for moving the food pantry supplies up and down but not people. The maintenance and repair working group will be looking at finding another contractor to service our lift before May 31/2026, as our contract with Schindler is up for renewal. In the meantime, the Main St. lift is being used for people with mobility issues.
- A new 6 'step ladder needs to be purchased.

**Green Team WG – Lois Gill and Debbie Procter**

**Actions Pending:** The two maple trees in the Community Living Room are getting large and need to be pruned. The branches are growing into the hydro lines on the Main St. I have contacted All Around the Bend

to trim them for us. They can only do it up to a certain height. They recommended we contact Ontario Hydro. This idea will be investigated.

**Food Pantry Update:**

**Actions Completed:** Large donations of perishable and non-perishable items from the community, were received over the past month. The food pantry has seen an increase in numbers using the Food Pantry.

**Actions Pending:**

- More storage space is needed at certain times of the year, for example, Christmas, Easter and Thanksgiving, where the donations tend to be more bountiful for the Food Pantry. The property chair and Rev. Nancy are working with the various groups using our facility to see where more space can be freed up.
- A new electronic keypad with Wi-Fi capabilities will be installed on the Food Pantry Door. This will allow the Operations Manager to open and close the door remotely. This was approved by the Food Pantry executive at their meeting at a cost of \$900. This expense will come out of the Food Pantry budget.
- The cement walkway pad to the northeast leading to the Food Pantry needs to be completed.
- A new buzzer and light device will be installed outside of the Food Pantry, allowing volunteers to have a warning signal that they can push if they get into a situation where they need help.

**WORSHIP & MUSIC – Karen Etherington:**

**Actions completed:**

- November 23 - "Christ the King" Sunday
- November 30 - first Sunday of Advent
- December 7 - second Sunday of Advent
- December 14 - church cancelled due to weather
  - Cantata "Love" performed to an appreciative audience
- December 21 - Christmas Sunday with Communion
- December 24 - full house to enjoy the Christmas Eve service at 4 p.m.
- December 28 - church cancelled due to weather
- Embellishment team created lovely decorations for the Christmas season

**Actions pending:**

- Embellishment team has plans in place to change sanctuary decor to a winter theme
- Worship & Music meeting scheduled for January 13 at 3:30 on Zoom

**CHRISTIAN EDUCATION – Brenda Heath:**

**Action Completed: Report from Ann Russell**

"The Angel Tree had 43 angels and 15 requests for assistance. We received additional gifts from a Pickle Ball group and others in the community who heard we were collecting for local families. We also received two boxes of men's clothing from Pecketts Men's Wear. (A thank you has been sent) and I added some other men's clothing when I knew sizes. (I have a box of summer clothes which has been set aside for the Free Store).

The remainder of the clothes and toys were divided among the families or taken to Blessings in Zurich prior to Christmas.

We had two people requesting to provide for a family with children. Their gifts included toys, Christmas lights, and grocery cards. Christine was a great help in co-ordinating these requests.

I don't usually see or know the folks who we are providing "Christmas" for, but it is wonderful to know that people are blessed by the help this program provides."

**Action Pending:**

- No other new business at this time.
- The Committee will be meeting at the end of January.

**FINANCE – Lori Hyatt: Refer to Income & Expenses – (attached)**

**Actions Completed:** 2026 Proposed Budget completed for approval by council

**Actions Pending and In Progress:** Year End reconciliation is underway in preparation for the independent review of the 2025 financial information

**Discussion Topics:**

- 2025 Fundraising events generated \$20,000 of income
- GBP generated over \$11,000 in profit with the support of \$7100 from very generous sponsors
- Anniversary Appeal totalled \$15985 for debt retirement
- 2026 proposed budget is balanced but requires donations to both Operations and Debt Retirement to see an increase of approximately 13% in 2026.
  - This is over and above the focus we are planning to place on the repayment of the outstanding open debentures of \$55,000.
- GBCFP has a current balance of over \$48000. Should there a move toward them obtaining their own charitable status and therefore taking control of their own finances and any risks attached to their operation?

**Motions/Recommendations to Council:** None

**Continued follow up: 2024 Financial Review**

- February 4/25 – Information sent to Seebach to for Review of 2024 Financials
- June 2025 - Awaiting review report from Seebach and Co. follow-up request sent to firm
- August 21/25 – Request received for additional supporting documentation. Completed August 25/25
- September 8/25 – request for clarification on 2024 Year End HST claim and to resend the files from Power Church in PDF format. Completed September 9/25
- Further documentation requested and sent December 2025

**FELLOWSHIP & OUTREACH – Lois Gill:**

- **Caring Casseroles** – next date is January 30, 2026
- **Membership – Mary McFadden:** Very pleased to have received the new Pictorial Directories before Christmas. Several have been distributed and will continue to be handed out on Sundays. Delivery is being arranged for our shut-ins and nursing home members and for folks that participated but are not attending regularly.

**GRAND BEND PLACE – Janice Sinker:**

**Actions Completed**

- 2025 season was successful, especially the 3 fall concerts which were all sold out
- 2026 season is completely booked as follows:
  - **Rhythms of Brazil with Take 3 & Company** - March 29 at 3 PM
  - **Fresh Horses Garth Brooks Tribute** - April 24 at 7 PM
  - **Denise Pelly & "The Wonder of Stevie"** - May 29 at 7 PM
  - **Maggie's Wake CD Release Concert** - June 26 at 7 PM
  - **Sultans of String** - October 24 at 7 PM
  - **The Beatles Re-visited** - November 13 at 7 PM
  - **The Crooners & The Bettys Retro Christmas Special** - December 6 at 3 PM
- we have already begun booking shows for the 2027 season
- Grand Bend Place will be featured in the January 2026 Lambton Shores magazine

**Actions Pending**

- GBP will be offering ticket bundles and season's tickets in 2026
- costing for tickets is still under discussion with our GBP Team
- Four Jazz Vespers events to be booked for 2026
- monthly Sunset Cinemas in planning stages for 2026
- Words & Music presentations in planning stages
- GBP Team is in discussions with a social media expert who can assist us with dynamic advertising
- our 2026 Sponsorship quest has begun & will continue through the month of January. We received our first promise of sponsorship from a new sponsor on January 3rd....a \$1000 sponsor!
- investigating a "**Friends of Grand Bend Place**" program for private (individual sponsorship for Grand Bend Place)

**MINISTRY & PERSONNEL – Bill Weber:** No report

**TRUSTEES – Glen Miller:** No report

**WOW – Roger Hyatt:** No report

Huron Shores United Church  
Income and Expense Statement  
Consolidated - January 2025 - December 2025

		Jan-Dec Actual	2025 Budget	2026 Proposed Budget
<b>INCOME</b>				
<b>FUNDS DEVELOPMENT</b>				
Operating	4030	\$121,224.10	\$120,000.00	\$140,000.00
Cemetery	4030-001	32.30	0.00	0.00
Special Envelopes	4045	15,895.00	15,000.00	15,000.00
Grocery Card Prgm	4055	5,796.50	5,000.00	5,000.00
Fundraising Event Income	4065	29,539.20	10,000.00	17,500.00
Subtotal Funds Development		172,487.10	150,000.00	177,500.00
<b>GRAND BEND PLACE</b>				
GBP Ticket Sales	4110	31,653.80	31,224.00	35,000.00
GBP Donations & Sponsors	4110-001	7,100.00	6,200.00	7,500.00
GBP Other Income	4110-002	2,685.60	0.00	500.00
GBP Jazz Vespers	4110-003	1,991.00	750.00	2,000.00
GBP Sunset Cinema	4110-004	1,740.93	1,000.00	2,000.00
Subtotal Grand Bend Place		45,171.33	39,174.00	47,000.00
<b>TEMPORARILY RESTRICTED</b>				
Community Outreach	4205	1,363.00	750.00	1,000.00
Food Bank Receipts	4210-102	1,195.00	1,200.00	1,200.00
Mission & Service	4220-103	12,025.20	12,000.00	12,000.00
Subtotal Temporarily Restricted		14,583.20	13,950.00	14,200.00
<b>INTEREST INCOME</b>				
Banking Interest	4510	1,018.09	0.00	0.00
<b>MISCELLANEOUS INCOME</b>				
Bldg & Debt Retirement	4615	27,679.86	33,500.00	37,500.00
Weddings/Funerals	4620	500.00	0.00	500.00
Usage Fees & Misc.	4621	4,496.25	4,500.00	5,000.00
Subtotal Miscellaneous Income		32,676.11	38,000.00	43,000.00
<b>TOTAL INCOME</b>		<b>265,935.83</b>	<b>241,124.00</b>	<b>281,700.00</b>

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**Huron Shores United Church  
Income and Expense Statement  
Consolidated - January 2025 - December 2025**

		Jan-Dec Actual	2025 Budget	2026 Proposed Budget
<b>EXPENSES</b>				
<b>FIXED EXPENSES</b>				
SALARIES & HONORARIUMS	5050	\$116,244.49	\$121,663.63	\$134,924.99
<b>ADMINISTRATIVE EXPENSE</b>				
Technology/Social Media	5414	2,708.59	2,500.00	4,500.00
Bank Charges	5420	1,719.19	2,000.00	2,000.00
Legal & Audit	5421	0.00	1,250.00	1,250.00
Office Supplies	5430	949.56	1,500.00	1,250.00
Postage	5440	0.00	650.00	500.00
Church Phones	5517	1,913.83	2,000.00	2,000.00
Copier Lease	5583	2,102.84	2,200.00	2,200.00
Community Wellness Exp	5585	420.46	200.00	400.00
Subtotal Administrative Expense		9,814.47	12,300.00	14,100.00
<b>BUILDING &amp; GROUNDS</b>				
Electricity and Water	5635	8,922.12	10,000.00	10,000.00
Gas	5655	2,065.26	3,000.00	2,800.00
Building Maint & Repair	5701	691.20	2,000.00	2,000.00
Equipment Maint & Repair	5702	1,587.39	1,500.00	2,000.00
Lift Maint & Repair	5703	3,039.46	3,000.00	3,200.00
Kitchen Working Group	5705	197.80	800.00	300.00
Supplies & Services	5710	100.66	300.00	300.00
Municipal Fees/Taxes	5715	150.00	150.00	150.00
Service Contracts	5720	3,487.65	800.00	2,400.00
Support Contracts	5726	108.00	300.00	300.00
Insurance	5760	8,333.10	8,500.00	9,500.00
Landscaping	5810	187.09	100.00	300.00
Lawn Service	5820	0.00	100.00	100.00
Outside Working Group	5830	0.00	250.00	300.00
Subtotal Building & Grounds		28,869.73	30,800.00	33,650.00
<b>Subtotal Fixed Expenses</b>		<b>154,928.69</b>	<b>164,763.63</b>	<b>182,674.99</b>

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**Huron Shores United Church**  
**Income and Expense Statement**  
**Consolidated - January 2025 - December 2025**

		Jan-Dec Actual	2025 Budget	2026 Proposed Budget
<b>DEPARTMENTS/COMMITTEES</b>				
<b>COF SUPPORT</b>				
Congregational Care	6040	0.00	150.00	150.00
Weddings/Funerals	6041	298.07	0.00	500.00
Card Ministry (postage)	6050	0.00	100.00	100.00
Subtotal Cof Support		298.07	250.00	750.00
<b>CHRISTIAN EDUCATION</b>				
Other	6211	0.00	200.00	200.00
Adult Opportunities	6212	630.00	0.00	400.00
Camps	6225	-25.63	400.00	400.00
Church Picnic	6226	43.89	200.00	200.00
Subtotal Christian Education		648.26	800.00	1,200.00
<b>WORSHIP</b>				
Sanctuary Supplies	6278	0.00	200.00	250.00
Music Supplies	6285	920.80	1,000.00	1,500.00
Worship Special Projects	6298	480.16	300.00	350.00
Embellishment Group	6299	100.52	200.00	200.00
Subtotal Worship		1,501.48	1,700.00	2,300.00
<b>MISSION &amp; OUTREACH</b>				
Community Outreach	6320	940.99	750.00	750.00
Prayer Shawl	6340	123.00	150.00	150.00
Food Bank	6360	1,395.00	1,200.00	1,200.00
Subtotal Mission & Outreach		2,458.99	2,100.00	2,100.00
<b>GRAND BEND PLACE</b>				
GBP Performers	6401	19,632.36	18,250.00	18,750.00
GBP Advertising	6402	1,683.49	0.00	1,000.00
GBP Food & Lodging	6403	1,983.62	2,000.00	2,800.00
GBP Fees & Licenses	6405	4,455.98	9,985.00	9,280.00
GBP Tech/Social Media	6406	2,722.01	1,000.00	1,000.00
GBP Other	6407	1,009.51	2,000.00	2,000.00
GBP Jazz Vespers	6408	1,756.43	0.00	750.00
GBP Sunset Cinema	6409	23.87	0.00	100.00
Subtotal Grand Bend Place		33,267.27	33,235.00	35,680.00
<b>FUNDS DEVELOPMENT</b>				
Stewardship	6430	0.00	500.00	500.00
Mission and Service	6460	12,065.20	12,000.00	12,000.00
<b>OTHER EXP-COUNCIL</b>				
Right Relations	6609	50.89	0.00	500.00
Council Discretionary	6610	95.78	500.00	500.00
Minister Discretionary	6611	200.00	500.00	500.00
Affirming	6612	100.00	250.00	250.00
Accessibility	6613	0.00	250.00	250.00
Anniversary Projects	6614	269.99	0.00	500.00
Debenture Payments	6615	13,600.00	10,000.00	10,000.00
Debenture Interest Cost	6615-001	0.00	3,600.00	3,400.00
Denomination Assessment	6620	8,255.00	8,300.00	8,500.00
Mortgage Payments	6630	20,160.00	20,160.00	20,160.00
Fundraising Event Expense	6665	9,083.47	0.00	0.00
Subtotal Other Exp-council		51,815.13	43,560.00	44,560.00
Subtotal Departments/committees		102,054.40	94,145.00	99,090.00
<b>TOTAL EXPENSES</b>		<b>256,983.09</b>	<b>258,908.63</b>	<b>281,764.99</b>
<b>EXCESS INCOME/EXPENSES</b>		<b>\$8,952.74</b>	<b>-\$17,784.63</b>	<b>-\$64.99</b>