



**First-St. Andrew's United Church  
COUNCIL MEETING  
January 22, 2019  
Proudfoot Hall, 4:00 pm**

**Present:** Michelle Down, John Eberhard, Steve Elson, Terry Head, Kerry Hill, George Jolink, Laurel Kenney, Heather Locking-Cusolito, Bruce Moor, Merran Neville, Pat Pettit, Jo Ann Silcox, Bob Swartman, Heather Vouvalidis, Katherine Wonfor

**Regrets:** Barb Dalrymple, David Manness

The regular meeting of Council was called to order at 4:00 pm by George Jolink, Chair. A quorum was present.

**1.0 Invocation:** The Rev. Michelle Down opened the meeting with a devotion written by the Rev. Cheryl-Ann Stadelbauer-Sampa, Executive Minister for Regions 7, 8, and 9.

**2.0 Remarks from the Chair:** George Jolink welcomed Council to the January meeting.

**3.0 Approval of Agenda**

MOTION: That the Council Meeting Agenda of Tuesday, January 22, 2019 be approved.  
MOVED: By Heather Locking-Cusolito, seconded by Merran Neville. MOTION CARRIED.

**4.0 Approval of Minutes**

MOTION: That the Council Meeting Minutes of December 18, 2018 be approved.  
MOVED: By Bruce Moor, seconded by Bob Swartman. MOTION CARRIED.

**5.0 Correspondence**

**5.1 200<sup>th</sup> Anniversary of FSA**

George Jolink shared a letter he received from the Rev. Dr. David McKane, Minister Emeritus. FSA's 200<sup>th</sup> Anniversary will occur in 14 years and David has started to consider possible projects to celebrate this milestone.

David's proposals included:

- lighting the stained glass window in the chancel so it is illuminated at night
- re-developing the chancel (e.g. removing the pews) so it could be used for more purposes
- an elevator to the balcony

The Planning Committee expressed interest in exploring projects for the 200<sup>th</sup> Anniversary.

## **5.2 Regional Council Representative**

A letter was received from Jo Ann Silcox indicating her interest in serving the church as a Regional Council Representative.

Jo Ann's name will be forwarded to the Nominating Committee. FSA is allowed two Regional Council Representatives and they will be approved at the Annual Meeting of the Congregation.

Jo Ann was thanked for the many ways she has served the church.

## **6.0 Committee Reports**

### **6.1 Ad Hoc Planning Committee – Steve Elson**

Written report circulated.

A report from the November 9, 2018 Community Round Table on Service and Social Action was circulated to Council. The report has been shared with those who attended the event.

MOTION: To share the report from the Community Round Table on Service and Social Action with the congregation of First-St. Andrew's in both electronic and print formats.

MOVED: By Pat Pettit, seconded by Bruce Moor. MOTION CARRIED.

The Planning Committee requested time during the March 24, 2019 Annual Meeting of the Congregation to talk about the report.

Next steps involve the Committee looking to the longer term future of FSA, including the role of strategic planning. It is expected that the Ad Hoc Planning Committee will be submitting a final report in the next six months.

The Planning Committee has been invited to participate in a webinar with EDGE. EDGE is a project focused on new and renewing ministries across The United Church of Canada.

### **6.2 Faith Development – Jo Ann Silcox**

Written report circulated.

### **6.3 Finance – Kerry Hill**

FSA Financial Statements at December 31, 2018 were circulated.

### **6.4 Membership and Nurture – Heather Locking-Cusolito**

Written report circulated.

The summary of responses to the Time and Talent survey will be shared with staff, committee chairs, and group and activity leaders. Please reach out to anyone who has expressed an interest in your work.

The new photo directory will include emails to assist with contacting members.

### **6.5 Ministry and Personnel – Bruce Moor**

The Rev. Dr. David McKane will serve as Visitation Minister until September 30, 2019. Ministry and Personnel would like to arrange a congregational meeting to discuss the future of the role.

It was recommended, that at the Annual Meeting of the Congregation, the congregation be informed that the position of Visitation Minister is funded to September 30<sup>th</sup>.

#### **6.6 Mission and Outreach – Pat Pettit**

Written report circulated.

#### **6.7 Music – Merran Neville**

Written report circulated.

A report from the Arts and Music Sub-Committee of the Planning Committee was circulated.

A new initiative is a Wearable Art Show and Sale which will be held on March 16 and 17. The event will be coordinated by Ardath Finnbogason-Hill and Paddy Richardson. Artists will pay a table fee to FSA. Costs will be covered from the fees with a donation to My Sister's Place and the remainder to FSA. There will be no rental fee as this is an FSA event.

Marion Johnson has worked on a drama project centred on Tecumseh and his involvement in the War of 1812. Marion would like to keep this project moving forward and has asked that FSA act as a sponsor. At this time, the request would be for free use of meeting space. More details on the project will be shared with Council when available.

The next meeting of Arts After 5 will be held on Friday, February 1 from 5 pm to 6:30 pm.

#### **6.8 Nominations – Bob Swartman**

Please update the Nominating Committee with any changes to committee membership.

#### **6.9 Property – George Jolink**

Written report circulated.

A reminder: please turn out lights when leaving rooms and the building.

#### **6.10 Trustees – John Eberhard**

Written report circulated.

Bill Peel and Doug Jones have agreed to serve as co-chairs of the Board of Trustees.

### **7.0 Group Reports**

#### **7.1 UCW – Laurel Kenney**

For the next two years, the UCW national mission project will support Women for Change, a Mission and Service partner in Zambia that is working to keep girls in school.

#### **7.2 Staff – Michelle Down**

- The Annual Meeting of the Congregation will be held Sunday, March 24, 2019. The staff has generously offered to prepare lunch for the congregation.

#### **Out of the Cold Proposal**

- FSA has been approached by a member of the Woodfield community to be part of an out of the cold program providing overnight accommodation to those in need. A 9 weeks project, during the winter months, is proposed. Volunteers have been assembled to host the overnight stays. Accommodations would be available from 9 pm to 8 am. Yoga mats and blankets would be provided but not a meal. Hillside Church and Beth Emmanuel Church have agreed to host people on Tuesday and Thursday nights.

Council discussed the proposal:

- Heather Vouvaldis has contacted FSA's insurer to learn if additional liability coverage would be required. The insurer would like to know how many people are anticipated to stay the night.
- The organizers anticipate under 10 people a night would be expected. They plan to advertise where people can find a place to stay on the meal calendar published in the Londoner.
- This program would increase work for the facilities staff.
- Council questioned the skill set and training of the volunteers.
- Building security is a concern. The alarm for the building would have to be disengaged (the offices would still be covered by the alarm).
- Should a member of the congregation supervise the program to assist the community volunteers?

MOTION: To invite the community group to use First-St. Andrew's United Church as an out of the cold shelter one night a week from January to March 2019.

MOVED: By Bob Swartman, seconded by Heather Locking-Cusolito.

DISCUSSION:

- It was recommended that Hillside Church and Beth Emmanuel Church be contacted for feedback regarding this project.
- Council discussed what room would be suitable for the overnight guests. Accessibility to bathrooms would be required.
- Due to the layout of FSA, it is difficult to give access to a room for sleeping and bathrooms but block access to other areas of the church.
- Council agreed that a more detailed plan for space, security and volunteers was required before FSA could offer space for an out of the cold program.

MOTION DEFEATED.

MOTION: That the organizers of the out of the cold program be asked to provide a more detailed plan for the project.

MOVED: By Kerry Hill, seconded by Bruce Moor.

DISCUSSION: As a result from the Community Round Table on Service and Social Action, the Planning Committee has asked the Faith Development Committee to consider a Lenten series on social action. An organizer of the out of the cold program could be invited to FSA to share information about the project.

MOTION CARRIED.

## **Region 7 – Antler River Watershed**

- Region 7 has been named Antler River Watershed. The name comes from the Indigenous people of this area who called the Thames River the Antler River.
- A Governance Handbook for the Antler River Watershed Regional Council has been developed by the Transition Commission. The region has adopted this governance model until the spring 2022 meeting of the region when the model will be evaluated.
- The Council will have three Commissions: Covenant Commission, Human Resources Commission, and Mission and Discipleship Commission.
- FSA policies must be consistent with the Governance Handbook for the Antler River Watershed Regional Council.
- Ministry personnel are members of the Regional Council. FSA is allowed two lay representatives on the Council.
- Communities of Faith are asked to make the selection of their Regional Council representatives a priority of their Nominating Committee. A position description for Regional Council Representatives is available. The position description will be circulated to Council members who are asked to share this information with their committees and groups. The information will also be included in the weekly FSA eblast.

- The names of those interested in serving as Regional Representatives will be brought by the Nominating Committee to the Annual Meeting of the Congregation for approval.

## 8.0 New Business

### 8.1 2019 Budget – Kerry Hill

A draft budget for 2019 was circulated.

- Givings came in under budget in 2018.
- 2019 givings are budgeted at a 4.1% decrease from 2018 actual givings.
- Assistance from the Trust Funds is budgeted at \$100,000.
- A \$6,500 donation from the UCW has been received for operations.
- The position of Visitation Minister is budgeted for 9 months (to September 30, 2019).
- Starting in 2019, The United Church of Canada assessment fee is based on revenue (minus outreach revenue). This change doubles FSA's assessment fee from 2018. Congregations facing an increase in their assessment fees may opt to pay a 10% increase over the 2018 assessment for 2019. Finance has chosen this option. In three years FSA will be required to pay the full assessment fee.
- The Music Committee will be using assistance from the new Elmer Butt Fund to help with expenses. Therefore, the 2019 budget for Music has decreased.
- Friends of Music will donate \$500 and a percentage of ticket sales to operating in 2019.
- The Planning Committee has budgeted for an every member visitation program and a congregational lunch.
- Budgeted revenue does not include any fundraising projects.
- A deficit of \$10,032 is projected. The deficit will be funded by an existing surplus accumulated to the end of 2018.

MOTION: To recommend the 2019 Budget to the Annual Meeting of the Congregation being held on March 24, 2019.

MOVED: By Kerry Hill, seconded by Laurel Kenney.

DISCUSSION:

- Property expenses appear to have decreased over the years because in earlier years capital projects were included in the Property budget. Capital projects are funded by the Trust Funds and the actual budget of Property has remained consistent at approximately \$86,000.
- At the June 2018 Council meeting, Trustees reported to Council about concerns regarding financial projections going forward. Two "red lines" were identified:
  - When congregational givings cannot pay for our M&P staff costs;
  - When the principal of the Trust Funds starts to erode away due to the need to support the annual ongoing operations of the church.
 The 2019 budget projects givings at \$8,250 less than staffing costs. John Eberhard recommended representatives from Finance, Trustees, and M&P meet to discuss this concern.

MOTION CARRIED.

MOTION: That the budget reflect the actual amount of Trust Funds support in 2018, and any funds surplus at the end of 2018 be returned to the Trust Funds.

MOVED: By Bruce Moor, seconded by Bob Swartman.

DISCUSSION: By returning the 2018 surplus to the Trust Funds, the funds will be re-invested at a higher rate of return than interest paid on the operating bank account.

MOTION CARRIED.

## **8.2 Start Time of Council Meetings**

The January and February Council meetings are scheduled to begin at 4 pm. George Jolink asked Council to consider if the change in time was convenient and if future Council meetings might be held at 4 pm.

## **9.0 Adjournment**

The Rev. Michelle Down closed the meeting with prayer.

The January 2019 Meeting of Council was adjourned at 6:06 pm.

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George Jolink, Chair

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Katherine Wonfor, Secretary