



**First-St. Andrew's United Church
COUNCIL MEETING
October 16, 2018
Proudfoot Hall, 7:00 pm**

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

Regrets: Barb Dalrymple, John Eberhard, Bill Knowles, David Manness

The regular meeting of Council was called to order at 7:00 pm by George Jolink, Chair. A quorum was present.

1.0 Invocation: The Rev. Michelle Down opened the meeting with a devotion.

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

3.0 Approval of Agenda

The following addition to the agenda was requested:

8.1 Proposal for Young Adult Halloween Party

MOTION: That the Council Meeting Agenda of Tuesday, October 16, 2018 be approved with the above addition.

MOVED: By Bruce Moor, seconded by Linda Badke. **MOTION CARRIED.**

4.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of September 18, 2018 be approved.

MOVED: By Kerry Hill, seconded by Jean Knowles. **MOTION CARRIED.**

5.0 Correspondence

5.1 Community Legal Services Western Law

Community Legal Services is holding a Community Workshops Program. The Workshops focus on commonly encountered issues, and range in topic from consumer protection issues to housing issues to criminal law. Community organizations are able to choose Workshops that they believe will be topical for their client-base. To learn about the Workshops contact Rebekah Ferriss at 519-661-3352.

6.0 Committee Reports

6.1 Ad Hoc Planning Committee -- Steve Elson

Written report circulated.

- The Planning Committee will be holding a Community Roundtable on Service and Social Action on Friday, November 9th from 10 am to 12 noon. A number of community groups will be attending. Thanks were extended to Barb Dalrymple, Mission and Outreach; Jane Dockrill, Youth and Young Family Coordinator; and Nancy Quinn and Laurel Kenney, UCW; for helping to plan this event.
- The second Arts After Five event took place on September 25th. Additional arts activities are being planned, including a reading group where authors and playwrights will share their work.
- Two arts groups have indicated interest in using meeting space at FSA. The Property Committee has discussed modifying the rental policy to cover outreach and community partnership groups. The Committee is considering a subsidized rate or a request for a donation from these groups.
- With art groups using space at FSA, the Planning Committee has had a conversation regarding censorship. Language or themes that some may find offensive may occur. It was suggested that signage be posted when this concern is raised.
- The Eco-Meditation Garden construction will be starting soon. Council expressed its appreciation to Barrie Evans who has spearheaded this project and successfully secured \$45,000 in grants.

6.2 Faith Development – Michelle Down

The Faith Development Committee is looking at how to share resources with neighbouring congregations and build relationships. The Committee is exploring opportunities where we can welcome people to FSA and where FSA members can attend services and events at other churches.

6.3 Finance – Kerry Hill

FSA Financial Statements at September 30, 2018 were circulated.

- Finance requested that 2019 Committee budgets be submitted by the end of October. As well as dollar amounts, please provide a narrative on how your budget ties into FSA's mission.
- At September 30, 2018 there is a deficit of \$21,029 and the Finance Committee is forecasting a deficit position at the end of the year. A Christmas appeal will be made.
- Kerry gave an update on the fall Stewardship Campaign:
 - Kerry will present a Minute for Stewardship on Sunday, October 21
 - The stewardship letter and pledge sheet will be available for pick up on October 28th. Stewardship packages not picked up within a week will be mailed.
 - A stewardship thank you event is being considered in spring 2019.
- Finance continues to investigate the Givepoint donations kiosk system. At the December Council meeting, Finance will make a recommendation regarding Givepoint. Information will be circulated prior to the December meeting.

6.4 Membership and Nurture – Heather Locking-Cusolito

Written report circulated.

- Jo Ann Silcox was thanked for developing a new Time and Talent Survey. Membership and Nurture requested time on a Sunday in November to present the survey to the congregation. November 18th was suggested and Michelle Down offered to recommend this date for the presentation to the Faith Development Committee.
- The Committee is taking a preliminary look at an open sanctuary for one half day a week with a prayer and spirituality focus. Council suggested that Membership and Nurture discuss this initiative with other churches that have experience with an open sanctuary.

6.5 Ministry and Personnel -- Bruce Moor

Tim Miedema, Facilities Manager, has had to limit the hours and work he is able to perform due to medical issues. Currently Tim is working half time and performing managerial work in these hours. The physical parts of Tim's job are being completed by George Jolink and some contract workers.

M&P requests that Committees and groups using FSA plan ahead to set-up space for meetings and activities.

6.6 Mission and Outreach

Written report circulated.

George Jolink reported that he has been informed by the volunteers organizing the meals for the Bridges Out of Poverty program, held Monday evenings at FSA, that they will not be providing meals past the end of April.

The Mission and Outreach Committee will discuss the future of the Bridges Out of Poverty program. A meeting with representatives from Bridges Out of Poverty will be held to discuss ways FSA can continue to support the program.

6.7 Music – Merran Neville

Written report circulated.

- The junior choirs sang in the service on October 14th. There were 11 singers in the Joyful Singers and 15 singers in the Junior Joyfuls.
- Terry Head has started a youth handbell choir on Wednesday evenings for children in grades 3 to 8.
- Choir members are joining in rehearsals with London Pro Musica for a performance of Messiah on December 1st. Terry Head is conducting the rehearsals and Kevin Mallon will conduct the performance.

6.8 Nominations – Bob Swartman

The Communications and Marketing Committee is looking for volunteers. George Jolink reported that he is meeting with Pat Tripp to discuss the future of Committee; whether it will remain a Committee of Council or become a working group.

6.9 Property – George Jolink

Written report circulated.

6.10 Trustees – John Eberhard
Written report circulated.

The Board of Trustees has been in conversation with the Rev. Dr. David McKane to discuss continuing his work with the Proudfoot Legacy initiative. Bruce Moor and David McKane will meet to discuss how working on long-term giving would affect David's role of Visitation Minister and what staff support would be required.

7.0 Group Reports

7.1 Presbytery – Linda Badke
Written report circulated.

A Fall Connections event on Housing for Vulnerable Populations is being held at Riverside United Church on November 3rd from 9 am to 12 pm. Please contact Linda Badke to register.

7.2 UCW – Laurel Kenney

The Boutique Bazaar will be held on November 17, 2018. Volunteers are welcome.

A UCW Presbyterial meeting will be held on Saturday, October 20th at White Oaks United Church. Donations to help women and children (toiletries, clothing) will be collected.

7.3 Staff – Michelle Down

- Michelle provided an update on the transition into the new regional council structure.
 - Regions 7, 8 and 9 will share staff and office space.
 - The current Hamilton Conference office building will be used and since the United Church owns this building there will be savings in rent.
 - The Executive Minister will be Cheryl-Ann Stadelbauer-Sampa (formerly Executive Secretary of London Conference).
 - To aid communication, the regions will share common email, telecom and accounting systems.
 - Regions 7, 8 and 9 will hold a joint Annual General Meeting the last weekend in May 2019 in Port Elgin.
 - FSA's assessment fee will be increasing.
- A link to an InterChurch shared calendar can be found on the FSA website. Everyone is encouraged to view the calendar and see what programs and events are being held at local United Churches.
- The Jane Austen Society meets at FSA. The group has requested shelf space in the FSA library to house some books. Council agreed to this request.
- Traffic note for Remembrance Sunday, November 11th: The Remembrance Day Planning Committee has organized a parade from the Delta Armouries to the Cenotaph where a Service of Remembrance will take place at 10:45 am. Traffic will be re-routed on Wellington Street and Dufferin Avenue and parking will be affected on Sunday morning.

8.0 Other Business

8.1 Young Adult Halloween Party – Bob Swartman

Bob Swartman submitted a proposal to hold a Halloween Party for young adults. The Great Pumpkin Party would be held in Proudfoot Hall on Sunday, October 28th. The goal is to make a connection with the young adults in our community.

The party will focus on young people who might be from elsewhere in Canada, from overseas, or are members of FSA. It will be a pilot for a proposed program that could continue after securing sponsorship from a committee such as Membership and Nurture. The activities would be similar to the program that Bob Swartman organized for International Students in 2014-16, but will be a program to involve all young adults, in the 20 to 30 years age group. It would complement the After Hours Program at FSA that attracts older teenagers.

The evening will have various activities including:

- music: from singing campfire songs to a lesson on social dancing
- discussion on volunteering: a short talk on volunteering, starting with FSA. In an ongoing program we could hear about the Humane Society, the Food Bank, and arrange visits to various agencies where students could volunteer.
- a pumpkin carving contest: the most creative jack o'lantern would win a prize

The gathering will be held in cooperation with FOCUS (Friends of Overseas College & University Students). FOCUS meets once a month at Stoney Creek Baptist Church on Highbury.

Bob is prepared to organize this event with the help of Aria Khalili and Martha Morrison.

MOTION: That Council endorse an event for young adults to be held on October 28, 2018 in Proudfoot Hall.

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

8.2 Financial Position of FSA

At the June 2018 Council meeting, Trustees reported to Council about concerns regarding financial projections going forward. Two "red lines" were identified:

1. When congregational givings cannot pay for our M&P staff costs;
2. When the principal of the Trust Funds starts to erode away due to the need to support the annual ongoing operations of the church.

A sub-committee met to discuss FSA's financial position. Members of the sub-committee are George Jolink, Kerry Hill, David Manness, Bruce Moor, Jo Ann Silcox and Allyson Watson. George reported that the discussion centered around 5 areas of focus.

- Expense management
- Opportunities for giving
- Growing membership
- Revenue generation
- Leadership

Strategies to consider were presented:

Expense Management

- Hiring for term appointments

- *Shared staff positions*
- *Staff component shift*
- *Increased volunteerism, decreased entitlement*
- Committee spending management

Opportunities for Giving

- Envelope/PAR education for new members
- *Increased opportunity for giving through Givepoint*
- Stewardship Campaign

Growing Membership

- *Committee/Council to take this issue on*
- Personal invitations to specific programs, recruitment to activities
- Flyers in rental programs
- Better promotion in Woodfield
- Better follow-up with guests
- Talk to other churches – what do they do?
- Video promotion, online promotion
- *Every member visitation – Appreciative Inquiry*

Revenue Generation

- *Examine investment policy to increase return within reasonable risk*
- *Revive Legacy Campaign*
- *Review fundraising, fundraise for FSA (events)*
- Increase rental income stream
- Explore grant opportunities
- *Stewardship Campaign*

Leadership

- Active, respectful listening
- Develop leadership opportunities
- Celebrate our successes
- Explore new directions

Italicized items are seen as already under consideration or new priority strategies.

George reported that in order to formulate an action plan Council will need to assign responsibility for these strategies and then establish time-lines.

9.0 Adjournment

The Rev. Michelle Down shared a meditation from “Prayer is Good Medicine” by Larry Dossey. Michelle closed the meeting with silent prayer.

The October 2018 Meeting of Council was adjourned at 8:46 pm.

George Jolink, Chair

Katherine Wonfor, Secretary