



**Annual Congregational Meeting
Sunday, March 24, 2019
Proudfoot Hall, 12:05 pm**

1.0 Invocation: The Rev. Michelle Down, Minister of Worship and Congregational Life, opened the meeting with prayer.

The Rev. Michelle Down introduced the concept of Holy Manners. The congregation was encouraged to love and support each other as we share opinions and make decisions which will serve and bless this community.

The congregation expressed their appreciation to the staff team who provided lunch prior to the meeting.

2.0 Election of Chair and Secretary of Congregational Meeting

MOTION: That George Jolink be appointed Chair and Katherine Wonfor be appointed Secretary of the 2019 Annual Meeting.

MOVED: By John Eberhard, seconded by Merran Neville. MOTION CARRIED.

Declaration of Voting Rights of Those Present

MOTION: To extend the right to vote to adherents and youth at the 2019 Annual Congregational Meeting, according to the provisions of the United Church of Canada Manual and the Policy and Procedures Manual of First-St. Andrew's United Church.

MOVED: By Steve Elson, seconded by Kerry Hill. MOTION CARRIED.

3.0 Welcome

George Jolink, Chair of Council, welcomed the congregation to the Annual Meeting.

George recognized and thanked our staff team for the many ways they serve this church on an ongoing basis and in particular for the lunch which they provided for us today.

George reported to the meeting.

The Annual Meeting is a time when we gather as a community to reflect on the year that was and plan for the year that is to be. The Annual Report is a reminder of the vibrant life and activity of First-St. Andrew's both within and beyond our walls. We continue to be a presence for our own spiritual development and for carrying out our calling in the broader community.

The Annual Report is full of examples of what we have accomplished over this past year but it is also time for us to look forward. Our Planning Committee has been engaged in this process for some time now and we are already experiencing some results of their work. It has been our ability to adapt, change and try new things that has allowed us to be leaders and to maintain a strong community of faith here at FSA. No doubt we will be



faced with many questions and tough decisions in the future but our ability to have constructive dialogue with each other, to embrace points of view and search for the best way forward will take us to a better place.

George thanked the congregation for the confidence they have placed in our Council and our staff leadership team.

4.0 Approval of Minutes of 2018 Annual Congregational Meeting

MOTION: That the minutes of the 2018 Annual Congregational Meeting be approved.

MOVED: By Anne Cummings, seconded by Barb Plante. MOTION CARRIED.

Approval of Agenda

MOTION: To approve the Agenda of the 2019 Annual Congregational Meeting.

MOVED: By Bob Swartman, seconded by Bruce Moor. MOTION CARRIED.

5.0 Ad Hoc Planning Committee

Steve Elson, Chair of the Ad Hoc Planning Committee, reported to the meeting.

Steve spoke about FSA's future as a faith community in the context of the work of the FSA Planning Committee.

Three major themes have been adopted by the Planning Committee: Faith, Service, and the Arts – or FSA. Community round tables have been held on each of these themes and as a result we have gained important insights into the larger community of which we are a part. We have a community of faith which we are called to nurture, sustain and develop in two essential ways. One is by reaching in and the other is by reaching out.

Faith Development is about Reaching In. Both individually and collectively reaching in means reflecting on what we are doing and what we are thinking. It means learning and teaching, questioning and growing in our understanding of our faith and what it means. It is through seeking that we gain understanding; it is through understanding that we prepare ourselves to do different things and behave differently. As a community of faith it is important for us to figure out what faith in action looks like. The journey is both an individual and collective one and it is foundational to everything else we do as a congregation. By reaching in we gain the courage and capacity to reach out to the broader community.

Service - the second major theme and more broadly service and social action involves Reaching Out. By reaching out we are putting our faith into action and expanding our community. We need to be ever mindful of emerging issues of inequity and social injustice and decide how we can best speak to correct them. Taking the time to reflect on these matters is important church business for all of us. At the round table on service and social action held on November 9th four important social issues emerged: housing, mental health and addiction, food security, and caring and supportive community. There



are opportunities to do more, and to enter into new partnerships, but we need to decide where we can be most effective and where we can put our talents to best use.

We can also reach out by inviting people in. We have a significant asset in our building and we share our space by renting it to others. The Eco-Meditation Garden currently under construction which will be completed and celebrated this spring is an excellent and creative example of reaching out by inviting our immediate neighbourhood community to use our outdoor space.

Our third major theme music and the arts was the subject of our first community round table in 2017. Thanks to leadership from the Arts Committee we have become a regular forum for the London arts community to meet and network. Every month new plans are being hatched and actions taken to creatively use our space to bring people into our church for an arts related event. Music is a significant asset of this organization and it continues to grow and expand – from the Woodfield Jazz series to our Joyful Ringers.

In the months ahead the Planning Committee will be giving thought to further opportunities to make FSA more inviting to others – opportunities to use and adapt our physical space in new and different ways – ways that could generate additional income and expand our church community in rich and diverse ways.

The Planning Committee is thinking about the future of FSA from a variety of perspectives and we think that if we can all embrace the notion that enriching our own internal community through reaching in will make us stronger and more resilient we will develop and enrich our faith. And we believe that by continuing to reach out we will find creative ways to express our faith in action through service, social action, and music and the arts.

On behalf of the congregation, George Jolink thanked Steve Elson and the Planning Committee.

6.0 Committee Reports

6.1 Finance Committee

Kerry Hill, Chair of the Finance Committee, reported to the Annual Meeting.

The Finance Committee report can be found on page 9 of the Annual Report. The year-end statements prepared by the external accountant have been received and the auditor moved some expenses from January 2019 to December 2018. Kerry made the following correction to the first paragraph of the report:

Our 2018 deficit is approximately ~~\$16,500~~ \$9,500 less than budgeted. Therefore, our call on the Proudfoot Trust Fund for 2018 will be about ~~\$96,000~~ \$103,000, rather than the budgeted \$112,500.

The 2019 budget was presented. Kerry thanked the committees for being prudent with their spending. A deficit of \$10,032 is forecast.



MOTION: That the 2019 budget as approved by Council be adopted by the congregation.

MOVED: By Kerry Hill, seconded by Donna Fraleigh. MOTION CARRIED.

MOVED: That the First-St. Andrew's United Church Financial Statements at December 31, 2018 and the First-St. Andrew's United Church Board of Trustees Financial Statements at December 31, 2018 be accepted as circulated.

MOVED: By Kerry Hill, seconded by Barb Dalrymple. MOTION CARRIED.

MOTION: That the congregation approves the appointment of Mark A. Wales, Chartered Accountants as the Firm of Record for the Review Engagement Audit Report of First-St. Andrew's United Church for 2019.

MOVED: By John Eberhard, seconded by Catherine Charlton. MOTION CARRIED.

Kerry reported that at the March 2019 Council meeting a motion was approved that Council creates an ad hoc committee comprising representative from Finance, Ministry and Personnel, Trustees and the current Ad Hoc Planning Committee. The Ad Hoc Committee will review First-St. Andrew's congregational needs with respect to staffing and operations over the next five to ten years, with consideration being given to membership, operation needs, mission (strategic plan and direction), financial forecasts, and the need to conserve the principal of our trust funds.

Kerry commented that these are exciting time at FSA and by working together we can realize a future that builds on our strengths of Faith, Service and the Arts. Kerry thanked the Planning Committee for their leadership.

Gratitude was expressed to Donna Fraleigh who is stepping down from the Finance Committee after many years of service.

The congregation expressed its appreciation to Kerry Hill and the Finance Committee.

6.2 Board of Trustees

John Eberhard, Co-Chair, Board of Trustees, reported to the Annual Meeting. John referred the congregation to the Trustees report published in the Annual Report.

The Board ended 2018 with net fund balance under management evaluated at \$4,206,923. These assets consisted of the Proudfoot Legacy Funds:

Proudfoot Legacy Restricted Fund: \$2,500,000

Proudfoot Legacy Unrestricted Fund: \$843,689

Other Restricted Funds: \$863,234

In 2018, at the direction of the congregation and Council, the Board of Trustees transferred net \$102,982 from the Proudfoot Legacy Unrestricted Fund to Council for Operations. Trust Funds were also used for capital projects:

- moving the newly stained Chapel organ to the sanctuary
- installation of exterior security cameras
- purchase of handbell replacement parts



\$35,121 was paid from the Jean Brown Fund for expenses for youth. Continuing Education costs were approved and paid from the Clark Fund; and, the music vocal scholarship honorarium was paid from the Eberhard Fund.

The total support from the Trust Funds for the church in 2018 for operational and capital purposes was \$167,663.

For the past several years, the Trustees have been very active in working with Council to recognize the financial challenges that we face in the years ahead. Since 2011 Trust Fund income has become an ever-increasing source of revenue to support church operations. Action plans are needed to put us on a stronger financial path for the future. The immediate concern is that personal annual givings cover only 57% of the costs of the church operations. This is a red line that Trustees recommend not be crossed without a revised financial plan implemented for our future. The plan needs to actively address both reducing costs and increasing revenues. This is the clear mandate of the Finance Committee with the support and understanding of the Trustees. The Board of Trustees continues to work closely with the Property and Finance Committees.

John stressed that our congregation is blessed with a cushion that most churches do not have. We are in a strong asset position. Our trusts are sacred and the Trustees operating mantra is that we do not regard an encroachment on capital as a healthy approach to the operation of this historic congregation of faith.

MOTION: That the Congregation of First-St. Andrew's United Church, Region 7, The United Church of Canada:

- 1) hereby directs that for the year 2019, it will carry only the insurances in Ecclesiastical Insurance Co. Policy numbers 0102687FA01; 0102687FB01; 0102688UB01 and acknowledges that the limits in such insurance policy or policies may be less than the full replacement cost of the buildings insured under the attached policy or policies;
- 2) releases the Trustees of First-St. Andrew's United Church from:
 - a) any obligation to maintain insurance coverage with higher limits than that provided in the attached policy or policies,
 - b) actions taken on behalf of the congregation in respect of property held by the Board in the name of the congregation and agrees to indemnify and save harmless the Trustees of First-St. Andrew's from all claims with respect to such decisions taken during the year 2018.

Particulars of the insurance coverage maintained by the Church Administrator may be found and reviewed in the Church Office.



MOVED: By John Eberhard, seconded by Debbie Schram. MOTION CARRIED.

MOTION: The congregation accepts the completion of terms of the following Trustees: Catherine Charlton, Russ Gonder, Russ Monteith, Bob Slater.

MOVED: By John Eberhard, seconded by Bob Schram. MOTION CARRIED.

John welcomed Jane Hill, Bob Kennedy, and Alan Salmoni who are joining the Board of Trustees. John Eberhard and David Manness are stepping down as co-chairs after nine years and John expressed his appreciation to Bill Peel and Doug Jones who have offered to serve as the new co-chairs.

On behalf of Council and the congregation, George Jolink thanked John and David for sharing their leadership with the congregation.

6.3 Membership and Nurture

Jo Ann Silcox presented the revised Terms of Reference for the Membership and Nurture Committee.

MOTION: The Membership and Nurture Committee moves to adopt their revised Terms of Reference as approved by Council in September 2018.

MOVED: By Jo Ann Silcox, seconded by Catherine Charlton. MOTION CARRIED.

6.4 Ministry and Personnel Committee

Bruce Moor, Chair of Ministry and Personnel, referred congregation to the M&P report in the Annual Report.

MOTION: That the report from the Ministry and Personnel Committee be accepted as printed in the 2018 Annual Report.

MOVED: By Bruce Moor, seconded by Barb Dalrymple. MOTION CARRIED.

Bruce commented that the staff is greatly valued. The staff work productively as a team and activities would not be as successful without staff input.

The position of Visitation Minister is funded to September 30, 2019. Ministry and Personnel in conjunction with Council will consider the future of this position.

George Jolink expressed his appreciation to the Ministry and Personnel Committee.

6.5 UCW

Laurel Kenney reported to the Annual Meeting on behalf of the UCW.

The National United Church Women is embarking on a new mission project: Women for Change in Zambia. The project encourages girls to enrol and stay in school. The FSA UCW has made their first contribution to this project.



Laurel thanked the congregation for their support of UCW initiatives.

Kerry Hill reported that the UCW has supported 2019 FSA operations with a donation of \$6,500.

George Jolink thanked the UCW for building community at FSA.

6.6 Nominating Committee

Bob Swartman presented the report of the Nominating Committee.

A slate of candidates for 2019 committee membership was presented to the Annual Meeting.

MOTION: That the 2019 report of the Nominating Committee be accepted.

MOVED: By Bob Swartman, seconded by Bob Schram. MOTION CARRIED.

Kerry Hill stated that he would be willing to step down as a Regional Council Representative if another member of the congregation would be willing to serve. Debbie Schram offered to put her name forward to be a Regional Council Representative.

MOTION: That the 2019 report of the Nominating Committee be accepted with the following amendment: that under Regional Council Representatives the name of Kerry Hill be replaced with the name of Debbie Schram.

MOVED: By Catherine Charlton, seconded by Bob Schram. MOTION CARRIED.

6.7 Adoption of Committee Reports

MOTION: That the Committee Reports as published in the 2018 Annual Report be adopted.

MOVED: By Jim Silcox, seconded by Mary Ann Hodge. MOTION CARRIED.

7.0 Other Business

Harold Jackson commended the Finance Committee and the Board of Trustees for working together concerning the financial position of FSA. Harold suggested that FSA consider establishing a foundation to hold the trust funds.

Harold thanked Steve Elson and the Planning Committee for looking to FSA's future.

8.0 Recognition of Volunteers

George Jolink thanked committee members who completed their terms in 2018. George thanked all volunteers for their commitment to First-St. Andrew's.



Barb Dalrymple recognized George for his leadership and work with the rentals. The congregation expressed its appreciation to George. George thanked the congregation for sharing our space with the community.

9.0 Benediction: The Rev. Michelle Down closed the meeting with a benediction.

MOTION: That the 2019 Annual Congregational Meeting be adjourned at 1:22 pm.

MOVED: By Bruce Moor. MOTION CARRIED.