



**First-St. Andrew's United Church
COUNCIL MEETING
May 28, 2019
Proudfoot Hall, 4:00 pm**

Present: Mike Bancroft, Barb Dalrymple, Michelle Down, Steve Elson, Terry Head, Kerry Hill, George Jolink, Doug Jones, Laurel Kenney, Heather Locking-Cusolito, Merran Neville, Jo Ann Silcox, Bob Swartman, Heather Vouvalidis, Katherine Wonfor, Laura Wood

Regrets: Bruce Moor, Bill Peel

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

1.0 Remarks from the Chair: George Jolink welcomed the members of Council to the May meeting.

2.0 Approval of Agenda

The following addition to the agenda was requested under New Business:

6.1 Environmental Stewardship Coalition – Mike Bancroft

MOTION: That the Council Meeting Agenda of Tuesday, May 28, 2019 be approved with the above addition.

MOVED: By Barb Dalrymple, seconded by Heather Locking-Cusolito. **MOTION CARRIED.**

3.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of April 16, 2019 be approved.

MOVED: By Jo Ann Silcox, seconded by Bob Swartman. **MOTION CARRIED.**

4.0 Committee Reports

4.1 Ad Hoc Planning Committee – Steve Elson

Written report circulated.

The Planning Committee is exploring ways to repurpose FSA which could generate additional income and expand our church community. Steve Elson has been in contact with the City of London Planning Department to discuss FSA's zoning. Churches are considered neighbourhood facilities (like day care centres and schools). The FSA manse is designated for residential and office use.

4.2 Faith Development – Jo Ann Silcox

Written report circulated.

4.3 Finance – Kerry Hill

Written report circulated.

Financial statements at April 30, 2019 were circulated.

The Finance Committee requested that all Committees provide estimates of their spending for the remainder of 2019 by June 7th.

The Committee has taken part in United Church webinars on financial topics.

The Webinar for Treasurers included information on how assessments are calculated. FSA is seeking clarification to understand if capital gains are considered revenue.

A Webinar on Stewardship included information on:

- Appreciative inquiry: every-member visitation
- Thanking members for their gifts including financial, time and talent
- A small group of trusted lay leaders having knowledge of member givings to aid in financial stewardship planning
- The role of the minister in stewardship activities, including thanking members

Council discussed stewardship at FSA:

- In the past a narrative budget was presented at the Annual Meeting of the Congregation and was useful in describing for the congregation how their financial gifts were used to support worship, Christian education, and service.
- A diagram that showed number of givers by giving levels (steps) was used in past stewardship campaigns.
- Thanking people for their contributions is essential. Committee chairs were encouraged to send thank you notes to recognize people.
- An every member visitation program would require a number of volunteers. Finance and the Planning Committee have had preliminary discussions about what a visitation program would look like. The webinar recommended that a visitation program focus on appreciative inquiry by thanking people for their contributions and learning their hopes and visions for the future of their church.
- The Finance Committee has discussed the need to recruit volunteers to run the fall stewardship campaign.

4.4 Membership and Nurture – Heather Locking-Cusolito

Written report circulated.

Lemonade on the Lawn will start on June 9th.

Council discussed members whose absence has been felt. Jo Ann Silcox and David McKane do reach out to people who have been away from church.

4.5 Ministry and Personnel

No report.

4.6 Mission and Outreach – Barb Dalrymple

The White Squirrel Golf Tournament will be held on Saturday, June 8, 2019.

A member of the congregation has donated a fridge to St. Paul's Social Services. The cost to move the fridge was \$135 and Mission and Outreach will request donations to cover the cost.

4.7 Music – Merran Neville
Written report circulated.

Terms of Reference for the Clark Wilson Fund were circulated to Council.

MOTION: To accept the Terms of Reference for the Clark Wilson Fund.
MOVED: By Merran Neville, seconded by Jo Ann Silcox. MOTION CARRIED.

Robyn Butt, poet and author, is a new member of FSA. Robyn has made a proposal to share her gifts with FSA as a writer-in-residence. Michelle Down and Merran Neville met with Robyn to discuss ways Robyn could interact with the membership, including the young people. Robyn has theological training and a small group ministry for writers to learn and grow together and opportunities to write liturgies for services were considered. Robyn is not seeking remuneration for her services.

MOTION: That Council endorses the concept of having a Writer-In-Residence and endorses the offer of service of Robyn Butt to start in September 2019.

DISCUSSION: It was suggested that Robyn could write a column for Tidings. Council agreed to review the position of writer-in-residence in 18 to 24 months.

MOVED: By Doug Jones, seconded by Heather Locking-Cusolito. MOTION CARRIED.

4.8 Nominations – Bob Swartman
No report.

4.9 Property – George Jolink
Written report circulated.

4.10 Trustees – Doug Jones
Written report circulated.

5.0 Group Reports

5.1 UCW – Laurel Kenney

The UCW led the service on May 26, 2019. At the service Jane Graves was presented with the “UCW Woman of Distinction” award.

5.2 Staff – Michelle Down

Jane Dockrill is having surgery. Michelle Down asked for prayers for Jane.

In Jane’s absence:

- Youth Group is cancelled until September.
- Confirmands and their mentors will continue to meet. Confirmation Sunday will be held in November.
- The June 9th service which was planned to take place at Camp Kee-Mo-Kee will be held at FSA.
- Sunday School will continue to June 9th and resume in September.
- Plans for the Vacation Bible School scheduled in July are pending.

The inaugural meeting of Antler River Watershed Region, Western Ontario Waterways Region and Horseshoe Falls Region was held in Port Elgin from May 24 to 26. 535 delegates were in attendance. The Rev. Cameron Trimble from Atlanta, Georgia was the keynote speaker.

The Rev. Kerry Stover was ordained on Saturday, May 25th.
Joyce Payne was elected President of the Antler River Watershed Region for a two year term.

6.0 New Business

6.1 Environmental Stewardship Coalition – Mike Bancroft

Mike Bancroft reported that eight members of FSA interested in environmental issues have formed the Environmental Stewardship Coalition. The Coalition will be inviting representatives from downtown faith communities to a meeting on May 29th with the hope they will join the Coalition to support advocacy and help share information on climate change.

Council suggested that the Coalition invite members of the local mosque and synagogue to participate.

On behalf of Council, George Jolink thanked Mike and all those who are taking part in this critical work.

6.2 Capital Requisition: Repairs to Stained Glass Windows – George Jolink

A Capital Requisition Form and report and quote from Sunrise Stained Glass were circulated.

The 2008 Avis Report noted some repairs that are required to the stained glass windows. Sunrise Stained Glass has looked at the windows and reported on what needs immediate attention. The following windows require restoration and re-leading:

Dr. Septimus Thompson lower panels	\$1,681.00
Shirley Thompson lower panels	\$1,482.00
Mary Panel of west side War Memorial	\$2,730.00
St. Mark Panel of Rev. James Ross Memorial	<u>\$2,550.00</u>
TOTAL	\$8,443.00 plus HST

A Capital Requisition Form for \$9,400 (which includes a 10% contingency) has been prepared and approved by the Finance and Property Committees. The CRF will be presented for approval to the Board of Trustees at their meeting on May 30, 2019.

MOTION: To approve the Capital Requisition Form in the amount of \$9,400 for repairs to the stained glass windows. This approval is contingent on approval of the CRF by the Board of Trustees.

MOVED: By Doug Jones, seconded by Kerry Hill.

DISCUSSION: The Finance Committee recommended that FSA explore possible financial assistance from City of London heritage grants.

MOTION CARRIED.

6.3 Eco-Meditation Garden – George Jolink

George Jolink provided an update on the Eco-Meditation Garden.

- The Labyrinth should be started in the coming week.
- Barrie Evans met with Crosby Landscape and Design to discuss replacing plants that did not survive the winter.
- The official dedication of the garden will be held June 23rd. A garden party is being organized by Joyce Payne, Kathryn Patton and Michelle Down. Donors to the garden will be invited.
- The organ pipe sculpture has been installed.
- A building permit from the City of London is needed before construction of the stage can begin. Engineering and architectural drawings are required.

6.4 Church Fundraising – Laura Wood

Kerry Hill introduced Laura Wood. Laura is a member of the Finance Committee and has been looking at fundraising at FSA. Laura made a presentation to Council.

- A SWOT analysis was shared looking at FSA strengths and challenges and external opportunities and threats.
- Fundraising is an opportunity to create fellowship and engage the community.
- The secret to raising money for important initiatives without alienating members is to offer fundraisers that are valuable to the people who support them.
- It was recommended that FSA create a church fundraising policy. This statement would lay out how the church introduces and approves fundraising projects and what activities meet the church's identity and purpose.
- The establishment of a fundraising committee was recommended to champion efforts and seek out and leverage existing groups and their efforts.
- To build a clear shared goal, it was suggested that the congregation be asked to identify what priorities should be funded.
- Social networking could be a powerful tool to communicate and advertise events.
- The need for fundraising should be shown with real stories. Once the project is in progress, the story should continue to be shared so donors know their contributions are important.
- Different giving options, including on-line or text options, should be provided.
- Events are an opportunity to create fellowship and involve the FSA and local communities.
- FSA should explore involving local businesses and community organizations. Donations of time or products would give local businesses exposure.
- Thank you and follow-up facilitates trust and lets donors know how their contributions are bringing about change.

Council thanked Laura for sharing her presentation.

7.0 Adjournment

The Rev. Michelle Down closed the meeting with a reading from "Women Prayer Spirit Journey" by Judy Esway.

The May 2019 Meeting of Council was adjourned at 6:26 pm.

George Jolink, Chair

Katherine Wonfor, Secretary