



**First-St. Andrew's United Church  
COUNCIL MEETING  
March 21, 2017  
Proudfoot Hall, 7:00 pm**

**Present:** Mike Bancroft, Audrey Coulthard, Barb Dalrymple, Michelle Down, Steve Elson, Terry Head, Laurel Kenney, Bill Knowles, Bruce Moor, Merran Neville, Dale Pettit, Jo Ann Silcox, Bob Slater, Bob Swartman, Heather Vouvalidis, Allyson Watson, Jane Westmorland, Katherine Wonfor

**Regrets:** Linda Badke, John Eberhard, Doug Gonder, George Jolink, Jean Knowles, David Manness, Pat Pettit

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

**1.0 Invocation:** The Rev. Michelle Down shared excerpts from the Rev. Dr. Keith Howard's blog "Five Reasons the Church May Make It". The meeting was opened with prayer.

**2.0 Welcome Remarks from the Chair:** Bob Swartman welcomed Council to the March meeting.

**3.0 Approval of Agenda**

MOTION: That the Council Meeting Agenda of Tuesday, March 21, 2017 be approved.  
MOVED: By Jo Ann Silcox, seconded by Merran Neville. MOTION CARRIED.

**4.0 Approval of Minutes**

MOTION: That the Council Meeting Minutes of February 21, 2017 be approved.  
MOVED: By Jane Westmorland, seconded by Barb Dalrymple. MOTION CARRIED.

**5.0 Business Arising from the Minutes**

**5.1 Worship Committee Survey**

Jane Westmorland reported that 85 responses to the Worship Committee Survey were received. The majority of people were in agreement with beginning worship with verbal announcements. The survey data will be analyzed and collated for the April Council meeting.

MOTION: That the Minister of Worship be able to make brief announcements in the church service as she/he deems appropriate.

MOVED: By Mike Bancroft, seconded by Barb Dalrymple.

DISCUSSION: Council discussed when announcements should occur during the service. If announcements were moved from the start of the service those who go out

to Sunday School would miss the announcements. Council requested that the Worship Committee discuss the timing of announcements.  
MOTION CARRIED.

## **5.2 Comments from the Chair – Bob Swartman**

Bob Swartman provided updates on three items from the February minutes.

1. **Cycle Track:** The City of London has responded to Bob's letter regarding a proposed cycle track on Queens Avenue. The City will keep the alignment of the Cycle Track on the north side of Queens Avenue, but will move the parking near the church to the south side of Queens Avenue and east of Waterloo. This relocation will serve the church for Sunday services.
2. **Security Talk:** George Jolink, Tim Miedema and Bob Swartman attended the meeting at Wesley-Knox United Church held to discuss church security. Bob followed up with Officer Chris Noel regarding the person who broke into FSA on July 1, 2016. Council discussed what resources are available and how FSA may respond to the problems of poverty and mental illness in our community. The issues are being discussed at different levels of government including the Mayor's Advisory Panel on Poverty and are being worked on by many social service agencies.
3. **Lawn Signs "No matter where you are from we're glad you're our neighbour":** As requested at the February Council meeting, Communications and Marketing has looked into producing these signs with the message in French and English. The Affirm Committee has obtained some signs from the Cross Cultural Learner Centre with the message displayed in English, French, Spanish and Arabic and have sold the signs to church members who wish to display them on their property. Concern was expressed that if FSA produces its own signs in French and English that we are taking ownership of another group's message. A sign celebrating all nationalities and all religions was proposed.

## **6.0 Committee Reports**

### **6.1 Christian Development – Allyson Watson**

Written report circulated.

- A Positive Appreciation board has been set up as part of the Lenten project. All are encouraged to participate.
- Volunteers are required for the Big Circle Breakfast being held on April 9<sup>th</sup>.
- The Camp Kee Mo Kee weekend will be held on June 2 to 4. A potluck lunch will be served and committees will be asked to help with the food.
- The CD Committee has discussed the cost of coloured bulletins and has considered if they should be eliminated to help with the deficit.

### **6.2 Communications and Marketing – Bob Slater**

Written report circulated.

### **6.3 Finance – Mike Bancroft, Dale Pettit**

Financial Statements to January 31, 2017 were circulated.

- Revenue is below budget by \$3,330 (givings are below budget by \$1,528)
- Expenses are below budget by \$10,536 (M&P is \$4,991 below budget as the position of Church Administrator was not filled until the end of January)

A proposed 2017 Budget was circulated.

- the deficit before support from the trust funds and UCW is \$166,383
- trust fund and UCW support is budgeted at \$145,000
- the deficit could further be reduced by approximately \$20,000 if the position of Visitation Minister is not filled after the Rev. Tom Hiscock's retirement

### **6.4 Membership and Nurture – Audrey Coulthard**

Written report circulated.

A list of responsibilities for the proposed Clerk of the Roll position was circulated.

MOTON: That Council approve the establishment of the Clerk of the Roll position.

MOVED: By Audrey Coulthard, seconded by Dale Pettit. MOTION CARRIED.

Membership and Nurture has discussed pastoral care and are concerned about how the needs of the congregation will be met after the Rev. Tom Hiscock's retirement.

The Committee will support the new electronic sign project by donating any voluntary donations received at Coffee and Conversation.

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

Ministry and Personnel has heard from committees and individuals regarding the future of the Minister of Visitation position. Budgetary concerns and the pastoral care needs of the congregation have been raised. M&P recommended that a conversation with the congregation take place before any decisions are made.

### **6.6 MOE – Barb Dalrymple**

Written report circulated.

### **6.7 Music – Merran Neville**

Written report circulated.

Terry Head reported that the cost to clean, restore and move the chapel organ into the sanctuary is approximately \$3,000. A quote to seat the organ on a platform with wheels is awaited.

### **6.8 Nominations – Jo Ann Silcox**

A list of 2017 Committee Membership was circulated. Please inform Jo Ann Silcox of any changes.

## **6.9 Property – Heather Vouvalidis**

Written report circulated.

Three capital requisition forms were circulated to Council.

1. A Capital Requisition Form regarding raising the height of the balcony railing was circulated. FSA's insurance carrier recommends that the balcony railing be raised to meet building code requirements. A quote from Yarmouth Metal Fabricators Limited has been received and the requested amount of the CRF totals \$3,976 (this includes a 10% contingency).  
MOTION: That the Capital Requisition Form regarding raising the height of the balcony railing be approved by Council. This approval is conditional on approval from the Finance Committee and Board of Trustees.  
MOVED: By Allyson Watson, seconded by Barb Dalrymple. MOTION CARRIED.
2. A Capital Requisition Form regarding the exterior painting of Farquhar House was circulated. A quote from Heritage Painters has been received and the requested amount of the CRF totals \$18,340.15 (this includes a 10% contingency).  
MOTION: That the Capital Requisition Form regarding exterior painting of Farquhar House be approved by Council. This approval is conditional on approval from the Finance Committee and Board of Trustees.  
MOVED: By Allyson Watson, seconded by Jo Ann Silcox. MOTION CARRIED.
3. A Capital Requisition Form regarding the replacement of the slate roofing on the north section of Farquhar House and the replacement of the flat roof section over the upper porch was circulated. A quote from Courtney Roofing Ltd. has been received and the requested amount of the CRF totals \$9,846.86 (this includes a 10% contingency).  
MOTION: That the Capital Requisition Form regarding replacement of the Farquhar House roof be approved by Council. This approval is conditional on approval from the Finance Committee and Board of Trustees.  
MOVED: By Allyson Watson, seconded by Jo Ann Silcox. MOTION CARRIED.

## **6.10 Stewardship**

No report.

## **6.11 Trustees – Bob Slater**

No report.

## **6.12 Worship – Jane Westmorland**

Written report circulated.

## **7.0 Group Reports**

### **7.1 Presbytery – Bill Knowles**

No report.

### **7.2 UCW – Laurel Kenney**

The UCW is presenting a concert "Remember – A Sentimental Journey" on May 6<sup>th</sup> at 7 pm. Desserts will be served following the concert.

### **7.3 Staff – Michelle Down**

Council reports are available on the FSA website. A request has been made that printed copies of the reports be made available for those who do not have computer access. It was suggested that a binder of reports be kept in the Library. Michelle Down will discuss this suggestion with the staff.

## **8.0 New Business**

### **8.1 185<sup>th</sup> Anniversary Committee – Bob Swartman**

Written report circulated.

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

Written report circulated.

- The Ad Hoc Planning Committee continues to put weekly information items in the bulletin and post them to the FSA website. This will continue to April 2<sup>nd</sup>. Beginning April 9<sup>th</sup> one of the five Future of FSA scenarios tabled at the February meeting of Council will be posted in the weekly bulletin.
- On April 9<sup>th</sup> after church the Committee will be hosting an information session to outline the five Future of FSA scenarios.
- The evening of Wednesday, May 3<sup>rd</sup> an in-depth discussion of the five scenarios will take place.

### **8.3 General Council Remits – Michelle Down**

Michelle Down led a conversation regarding the 42<sup>nd</sup> General Council remits that require being voted on by the councils of pastoral charges. Information on the five remits was distributed.

1. Three-Council Model: the elimination of one of the current 4 courts of the church (General Council, Conference, Presbytery, Pastoral Charge) and instead have 3 courts (Denomination, Regional, Local Ministry Unit)
2. Elimination of Transfer and Settlement: newly ordained ministers will no longer be settled into their first pastoral charge, this practice is currently in place and this remit will ensure that the policy and practice are consistent
3. Office of Vocation: the creation of a new division within the national office for Ministry Personnel. The role of the Office of Vocation would include human resources, record keeping, policies and practices, candidacy and training, support and oversight, as well as discipline of ministry personnel through formal hearings and complaints.
4. Funding a New Model: the creation of one funding model for the whole country. Instead of being charged per member (the method currently used by Middlesex Presbytery) it would change to a charge based on a congregation's revenue. This formula allows for Mission and Service Fund dollars to be spent on mission work and not on the administration of the national office. Mike Bancroft commented that this change would mean a significant increase in FSA's assessment and encouraged Council members to learn more about this remit.

5. One Order of Ministry: eliminates the various streams of ministry (ordained, diaconal, designated lay ministry) so all candidates would be considered equitable and treated fairly in employment related issues. Michelle reported that this change would be of benefit to geographical areas that have difficulty calling ordained clergy.

Ballots for the remits must be received by the General Council Office by June 30, 2017. If a pastoral charge does not return their ballot it is considered a vote against the remit.

**The Council of FSA will vote on the remits at its April 18, 2017 meeting. Further information on the remits can be found at: [www.GC42.ca/remits](http://www.GC42.ca/remits)**

#### **8.4 Annual Meeting**

The 2016 Financial Statements are near completion. The financial statements for the Board of Trustees are still to be completed. The external accountant is now busy with taxes and FSA will not have audited financial statements until May 15th. The Annual Report with financial statements is required to be published two weeks prior to the Annual Meeting.

After reviewing the busy calendar of events at FSA, Council considered holding a mid-week supper and Annual Meeting. The date of Wednesday, May 31<sup>st</sup> was proposed.

**Benediction:** The Rev. Michelle Down closed the meeting with prayer.

The meeting was adjourned at 9:10 pm.

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Bob Swartman, Chair

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Katherine Wonfor, Secretary