



**First-St. Andrew's United Church
COUNCIL MEETING
October 25, 2017
Windermere Manor, 1:19 pm**

Present: Linda Badke, Anne Cummings, Barb Dalrymple, Jane Dockrill, Michelle Down, Steve Elson, Terry Head, George Jolink, Laurel Kenney, Heather Locking-Cusolito, David Manness, Tim Miedema, Bruce Moor, Jo Ann Silcox, Kathryn Skelly, Kerry Stover, Bob Swartman, Pat Tripp, Heather Vouvalidis, Katherine Wonfor

A meeting of Council was called to order at 1:19 pm by George Jolink, Chair. A quorum was present.

1.0 Approval of Agenda

The following addition was requested under the Finance Committee report:
Budget Process

MOTION: That the Council Meeting Agenda of Tuesday, October 25, 2017 be approved with the above addition.

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

2.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of September 19, 2017 be approved.

MOVED: By Jo Ann Silcox, seconded by Heather Locking-Cusolito. MOTION CARRIED.

3.0 Committee Reports

3.1 Christian Development – Jane Dockrill

A Christmas pageant featuring the youth choirs will be held on December 17, 2017.

Planning is underway for a summer Vacation Bible Camp with an environmental theme.

3.2 Communications and Marketing – Pat Tripp

Written report circulated.

A new form is available on the FSA website to request assistance from Communications and Marketing.

Communications and Marketing would like to share FSA event information with the Woodfield Community Association but are having trouble reaching anyone. If you have any connections with this association, please contact Pat Tripp.

3.3 Finance – Kerry Stover

Statement of Revenue and Expenses at September 30, 2017 was circulated.

- September had a surplus of \$1,963
- The year-to-date deficit at September 30 was \$5,225

Kerry Stover reported that FSA's remittance to the Mission and Service Fund is up-to-date. The Church Administrator and Treasurer have created a calendar for the dates to send FSA's M&S givings in 2018.

The Finance Committee will review the gift card program in 2018.

Budget Process

- The Rev. Michelle Down and George Jolink presented a stewardship message at the October 15, 2017 service. We were asked to consider what it means to live out our mission at FSA as committees and individuals.
- Pledge forms will be sent to members of the congregation by the end of October. The Finance Committee has offered to do follow-up calls to those who do not return their forms.
- When creating their budgets, committees were asked to reduce expenses where possible.
- In 2018 Presbytery dues are increasing as well as taxes and utilities costs.
- Finance requested that budgets be submitted by the middle of November.
- A draft 2018 budget will be presented to Council at the January meeting.

Finance requested that a special email blast reminding people to return their Stewardship forms be sent. It is the policy of FSA that only one email blast be sent a week.

MOTION: To send out a separate email blast regarding the Stewardship Campaign.

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

3.4 Membership and Nurture – Heather Locking-Cusolito

Jo Ann Silcox was thanked for her work updating the membership roll.

The Rev. Dr. David McKane has started his one year contract as Pastoral Care Minister.

Deanne Pederson coordinates the volunteers for Coffee and Conversation. As discussed at the September Council meeting, if your committee can help with Coffee and Conversation please contact Deanne.

3.5 Ministry and Personnel – Bruce Moor

No report.

3.6 MOE – Barb Dalrymple

The annual Christmas Share Tree will return in November. Gift cards can be purchased before or after Sunday services and will support ELUCO families.

3.7 Music – Anne Cummings

Music at First-St. Andrew's and The Don Wright Faculty of Music are hosting the Canadian Brass on Wednesday, November 15th.

The Gift of the Magi, a one-act Christmas opera, will be performed on December 8th and 9th.

Friday Advent Noon Recitals will be held on December 1, 8 and 15.

A proposal was circulated to Council from Terry Head, Director of Music. It is proposed to move the organ currently in the Chapel to the Sanctuary. This would require dismantling the organ, and cleaning and servicing it before putting it back together in the Sanctuary. A moveable platform would be built to allow the organ to be moved when needed and when not used, kept at the north-east side of the Sanctuary. A quote was provided by Robert Kennedy to build the platform, and Dodington and Dodington have been approached about the moving and servicing of the organ. Approval has been received from the Board of Trustees to use \$4,000 from the C. Wilson Trust for this project. An additional donation of \$1,000 has been received. The intention of moving the organ is not to replace the usage of the current Sanctuary organ, but to enhance the music at FSA, and to be able to offer the option of using the moveable organ to our community partners.

MOTION: To move the Chapel organ into the Sanctuary, on a moveable platform, using funds from the C. Wilson Trust and already donated funds, with a completion date of 2018.

MOVED: By Terry Head, seconded by Bob Swartman. MOTION CARRIED.

3.8 Nominations – Jo Ann Silcox

Heather Locking-Cusolito has volunteered to be the incoming chair of Membership and Nurture, to be approved at the 2018 Annual Meeting of the Congregation. Chairs for Worship and Finance are needed.

The Committee Memberships and Nominations listing will be updated to show Bob Swartman as Past Chair of Council.

3.9 Property – George Jolink

Written report circulated.

- Repairs to the east and west Narthex entrances should be completed before year end.
- Property is exploring a retrofit of the sanctuary lighting to LED. This proposed 2018 project would save money, increase the life span of the lighting, and increase illumination in the sanctuary.

In March 2017, Council approved a Capital Requisition Form for \$9,846.86 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. During the project additional repairs to the roof were required and some of the slate tiles removed from the north section of the roof were used for these repairs. In addition a new roof was put on the parking lot shed. The total cost of the roofing work was \$11,167.99.

MOTION: To approve the overage cost of \$1,321.13 from the roofing work on Farquhar House and the parking lot shed.

MOVED: By George Jolink, seconded by David Manness.

DISCUSSION: Finance recommended that the overage cost be paid from the Farquhar House maintenance budget.

MOTION CARRIED.

3.10 Stewardship – George Jolink

The fall Stewardship campaign was kicked off on October 15 with a message from George Jolink and the Rev. Michelle Down. The Stewardship mailing will be sent out by the end of October. Thanks were expressed to Heather Vouvalidis and Kathryn Skelly for their work on this project

3.11 Trustees – David Manness

Budgeted Trust Fund support for 2017 includes:

- Trust Funds: \$100,000
- Jean Brown Fund: \$38,500
- Clark Fund Continuing Education: \$4,900

Over \$45,000 in Capital Requisition Forms have been approved in 2017.

At August 31, 2017 year-to-date trust fund portfolio performance was at 2.6%.

3.12 Worship

Written report circulated.

4.0 Group Reports

4.1 Presbytery – Linda Badke

Jo Ann Silcox reported that Presbytery Executive met on October 24, 2017. Presbytery fees will be increasing from \$21.82 a member (2017) to \$35.38 a member (2018).

4.2 UCW – Laurel Kenney

The Boutique Bazaar will be held on November 18, 2017. Please help spread the word about this event.

4.3 Staff – Michelle Down

Good feedback has been received from the Community Round Table on Music and the Arts held at FSA on October 4, 2017. A report on the event will be posted to the FSA website and input from the congregation is requested.

On Tuesday, November 21 a Proudfoot Lecture will be held. The Very Rev. Dr. Gary Paterson will be the guest speaker.

5.0 New Business

5.1 Ad Hoc Planning Committee

Written report circulated.

The FSA Ad Hoc Planning Committee has published a report on the October 4, 2017 Community Round Table on Music and the Arts. This report has been circulated to all who were invited to the round table. The report will be posted to the FSA website.

5.2 Next Meeting of Council

On Tuesday, November 21 a Proudfoot Lecture will be held. As this is the date of the next scheduled Council meeting an alternative date for the Council meeting was discussed.

MOTION: That the next meeting of Council be held on Tuesday, December 12, 2017 at 7:00 pm.
MOVED: By David Manness, seconded by Bob Swartman. MOTION CARRIED.

Council Executive will meet in November.

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

The meeting was adjourned at 2:25 pm.

George Jolink, Chair

Katherine Wonfor, Secretary