



**First-St. Andrew's United Church
COUNCIL MEETING
September 20, 2016
Proudfoot Hall, 7:00 pm**

Present: Linda Badke, Audrey Coulthard, Mike Bancroft, Barb Dalrymple, Michelle Down, Doug Gonder, Terry Head, Laurel Kenney, Bill Knowles, Jean Knowles, Michael Mandich, David Manness, Merran Neville, Jo Ann Silcox, Colleen Stewardson, Kerry Stover, Bob Swartman, Allyson Watson, Katherine Wonfor

Regrets: John Eberhard, Tara Gonder, George Jolink, Bruce Moor, Dale Pettit, Jane Westmorland

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 read a passage from Luke 6 and led Council in prayer.

2.0 Welcome Remarks from the Chair: Bob Swartman welcomed Council members to the September meeting. Thanks were extended to Jo Ann Silcox for her loyalty and hard work in the office during the time of staff transition. Bob introduced Colleen Stewardson, Church Administrator, and Terry Head, Director of Music.

3.0 Approval of Agenda

MOTION: That the Council Meeting Agenda of Tuesday, September 20, 2016 be approved.

MOVED: By Allyson Watson, seconded by Linda Badke. MOTION CARRIED.

4.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of June 21, 2016 be approved.

MOVED: By Jo Ann Silcox, seconded by David Manness. MOTION CARRIED.

5.0 Correspondence

5.1 Lay Congregational Leaders Boundaries Workshop

London Conference is holding a Boundaries Workshop for Lay Congregational Leaders on Saturday, October 15th at Dundas Street Centre United Church. The workshop will explore from a lay leader's perspective issues of power, relationships, harassment and healthy boundaries. This is a congregational complement to the Boundaries Training that is mandatory for clergy under the Sexual Abuse and Awareness policy of the United Church.

5.2 Remit Party

Eight remits were approved by the 42nd General Council in 2015. The national level of the United Church requires remits be approved by pastoral charges and presbyteries in order to make policy changes. Middlesex Presbytery is holding a Remit Party on Saturday, October 1st to discuss 4 remits.

- Remit 1: Three Council Model
- Remit 2: Elimination of Transfer and Settlement
- Remit 3: Office of Vocation
- Remit 4: Funding a New Model

Jo Ann Silcox and Linda Badke indicated they will be attending this event. Representation from Finance and Trustees was recommended as a new funding model could significantly impact FSA.

5.3 Letter from the Rev. Karen E. Low

The Rev. Karen E. Low, Chaplain and Project Coordinator at Western University, requests an association with FSA in order to maintain her license to perform marriages. Voluntary Associate Ministry is a formalized relationship between a ministry personnel and a local ministry. It is a provision to allow for appropriate continued exercise of ministry functions outside a paid accountable pastoral relationship.

MOTION: To approve the request from the Rev. Karen E. Low to enter into a relationship of Voluntary Associate Ministry with First-St. Andrew's United Church.
MOVED: By Jo Ann Silcox, seconded by David Manness. MOTION CARRIED.

Michelle Down will contact Karen Low and copy M&P on any correspondence.

6.0 Committee Reports

6.1 Christian Development – Allyson Watson

Written report circulated.

6.2 Communications and Marketing – Doug Gonder

Written report circulated.

6.3 Finance – Mike Bancroft

Kerry Stover and Dale Pettit were thanked for their work over the summer understanding the financial system and preparing reports.

A written report and Financial Statements to July 31, 2016 were circulated.

The church has experienced phone failures in the past year and a new system is recommended. The proposed vendor is Fibernetics Corporation and the cost is \$12,000 (which includes a contingency of \$2,533).

MOTION: That the Capital Requisition for \$12,000 to fund a new phone system be approved. The funding will be requested from the Proudfoot Legacy Unrestricted Trust Fund.

MOVED: By Mike Bancroft, seconded by David Manness.

DISCUSSION: The capital requisition has been approved by the Board of Trustees.
MOTION CARRIED.

6.4 Membership and Nurture – Audrey Coulthard

Written report circulated.

6.5 Ministry and Personnel – Linda Badke

New staff members Terry Head, Director of Music and Colleen Stewardson, Church Administrator were introduced.

Jane Dockrill is joining the FSA staff in a full time capacity. She will be sharing her full time hours between Reception and the Youth and Young Families portfolio.

6.6 MOE – Barb Dalrymple

Written report circulated.

Please note that the correct date of the Fall Connections event organized by Middlesex Presbytery's Division of Mission and Outreach is Saturday, October 29th.

6.7 Music – Merran Neville

Written report circulated.

MOTION: To appoint Paul Merritt as Organist Emeritus at First-St. Andrew's United Church.

MOVED: By Merran Neville, seconded by David Manness. MOTION CARRIED.

6.8 Nominations – Jo Ann Silcox

Written report circulated.

The following names of new committee members were presented to Council:

Jan Hendry, MOE

Liz Mignotte, Music

Glenda Baldwin, Music

Kerry Stover, Finance

MOTION: To accept the new committee members listed above. Committee membership will be affirmed by the congregation at the Annual Meeting in February 2017.

MOVED: By Jo Ann Silcox, seconded by Allyson Watson. MOTION CARRIED.

6.9 Property

Written report circulated.

6.10 Stewardship

Written report circulated.

6.11 Trustees – David Manness

The Trustees met on September 20th and will report to Council at the October meeting.

6.12 Worship

Written report circulated.

7.0 Group Reports

7.1 Presbytery – Linda Badke

Written report circulated.

7.2 UCW – Laurel Kenney

The Boutique Bazaar will be held on Saturday, November 12, 2016. Posters are available to advertise this event. All volunteers are welcome.

All members of the congregation are invited to an open meeting of the UCW being held on Wednesday, September 21st. The film “Niigaanibatowaad: FrontRunners” will be screened and Nancy Quinn will facilitate the conversation.

7.3 Staff – Michelle Down

Two Town Hall Meetings are being held in the fall:

- October 5 - a conversation with the Planning Committee
- November 1 – “Money Matters” a discussion of the budget, trust funds, and financial priorities of FSA

At the May 2015 meeting of Council, the Rev. Tom Hiscock asked Council to consider the value of having a ministerial intern at FSA. The Rev. Michelle Down reported that there is an application to complete to have FSA designated a learning site and the cost of having an intern is approximately \$35,000. Grants are available from the National Church and Middlesex Presbytery for student interns, so the commitment from FSA would be \$15,000 to \$20,000.

MOTION: To complete the application for First-St. Andrew’s United Church to become a learning site for a ministerial intern.

MOVED: By Jo Ann Silcox, seconded by Linda Badke.

DISCUSSION: Council members voiced their concern regarding the financial obligation.

MOTION DEFEATED.

MOTION: That consideration of the ministerial intern program be deferred to M&P and Finance and their findings be brought to Council.

MOVED: By Doug Gonder, seconded by Mike Bancroft. MOTION CARRIED.

A staff retreat was held on Friday, September 16th. The staff is planning for the future. Council was asked to trust, support and encourage the new staff team as they work and grow together.

8.0 New Business

8.1 Outdoor Electronic Sign – Doug Gonder

A proposal to replace the current outdoor sign with a LED sign was circulated

MOTION: To approve the start of fundraising for an outdoor LED sign.

MOVED: By Doug Gonder, seconded by Allyson Watson.

DISCUSSION: The proposal is to finance the sign half through fundraising and half from the Trust Funds.

MOTION CARRIED.

8.2 185th Anniversary – Bob Swartman

In 2017 the 185th Anniversary of FSA and the 150th Anniversary of Canada will be celebrated. Bob Swartman has contacted Peter Frangiskatos, MP, to see if the Canadian government might join FSA in celebrating our anniversaries.

The Worship Committee is making plans for a special anniversary service. Bob will contact Jane Westmorland to discuss plans.

8.3 M&S Funding Formula Ad Hoc Committee – Barb Dalrymple

At the October 20, 2015 meeting of Council a motion was passed to form an ad hoc committee to develop a recommendation with respect to how FSA will contribute to the Mission and Service Fund in the future. George Jolink submitted a written report from the M&S Funding Formula Ad Hoc Committee.

It is the unanimous recommendation of the Ad Hoc Committee that Council endorse a system of split envelopes/designated PAR which allows each member to determine their own contribution to the M&S Fund of the United Church of Canada.

The Manual of the United Church of Canada states that major proposed changes to the approved budget require the approval of the congregation (section 4.1.4). The proposed changes must be presented to the congregation at a congregational meeting. The notice of the meeting must indicate the purpose of the meeting.

MOTION: To endorse the recommendation of the M&S Funding Formula Ad Hoc Committee to adopt a split envelope/designated PAR contribution model for the Mission and Service Fund. This recommendation will be presented to the congregation for consideration at a congregational meeting.

MOVED: By Barb Dalrymple, seconded by Mike Bancroft.

DISCUSSION:

- Offering envelopes will need to be modified for a split designation model.
- October 16 is Stewardship Sunday and this proposed change needs to be clearly communicated to the congregation before pledge forms are completed.

MOTION CARRIED.

MOTION: To hold a congregational meeting on October 16, 2016 for the purpose of presenting the M&S split envelope/designated PAR contribution model to the congregation.

MOVED: By Mike Bancroft, seconded by Jo Ann Silcox. **MOTION CARRIED.**

The Rev. Michelle Down closed the meeting with prayer.

The meeting was adjourned at 8:46 pm.

Bob Swartman, Chair

Katherine Wonfor, Secretary