



**First-St. Andrew's United Church  
COUNCIL MEETING  
February 15, 2022  
7:00 pm  
Zoom Video Conferencing**

**Present:** Linda Badke, Paul Cooper, Barb Dalrymple, Steve Elson, Kerry Hill, George Jolink, Laurel Kenney, The Rev. Dr. Joshua Lawrence, Heather Locking-Cusolito, Merran Neville, Jo Ann Silcox, Kathryn Skelly, David Wardlaw, Allyson Watson, Jackie Williams, Katherine Wonfor, Laura Wood

**Guests:** Jeannette Eberhard, Janice Elliott

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

**1.0 Welcome:** David Wardlaw welcomed Jeannette Eberhard and Janice Elliott to the meeting.

**2.0 Invocation:** Pastor Joshua opened the meeting with prayer.

**3.0 Acknowledgement of the traditional territory on which we are meeting**

**4.0 Review and Approval of Agenda**

MOTION: That the Council Meeting Agenda of Tuesday, February 15, 2022 be approved.

MOVED: By Heather Locking-Cusolito, seconded by Steve Elson. MOTION CARRIED.

**5.0 Declaration of Conflicts of Interest**

No Conflicts of Interest were declared.

**6.0 Approval of Minutes**

The following correction was requested to the January Minutes:

12A Allyson Watson has volunteered to ~~coordinate~~ coordinate FSA volunteers for the program.

MOTION: That the Council Meeting Minutes of January 18, 2022 be approved with the above correction.

MOVED: By Steve Elson, seconded by George Jolink. MOTION CARRIED.

**7.0 Correspondence**

Pastor Joshua reported that a letter was received regarding Indian Residential Schools. Pastor Joshua will respond to the concerns addressed in the letter and affirm FSA's and the United Church's commitment to reconciliation and justice.

**8.0 Staff Report – Joshua Lawrence**

A Pastor's Report was circulated.

- Pastor Joshua has been meeting with the Ad Hoc Pastoral Care Task Team. The Task Team is determining the number of hours spent providing care.
- The Out of the Cold partnership with Ark Aid continues to take up considerable time building relationships and dealing with issues as they arise.
- February is Black History Month. Each Sunday a prominent Black Canadian has been introduced to the congregation. Additional information has been made available on the FSA Facebook page.

## 9.0 Business Arising from the Minutes

### 9A Livestreaming of Sunday Worship Services – Merran Neville

Merran Neville reported that a Working Group has met to investigate livestreaming of services at FSA.

A quote of \$34,343.50 for equipment and training has been received from Horizon Solutions.

Members of the Brown Bag Lunch Group have pledged approximately \$14,000 to the project.

It is possible that livestreaming could generate revenue from rentals, weddings and other events.

MOTION: That First-St. Andrew's United Church Council accept the quote of \$34,343.50 from Horizon Solutions for livestreaming equipment and training.

MOVED: By Kerry Hill, seconded by Allyson Watson.

DISCUSSION:

- The quote is for 3 cameras that would be mounted in the sanctuary. Two trained people would be required to run the system.
- Council requested that the Working Group discuss funding for this project, including a capital request from the trust funds, and report back to Council.
- Due to supply chain issues, there will be a lengthy wait for delivery of the equipment.

MOTION CARRIED.

## 10.0 New Business

### 10A Proposal to create a case study for teaching based on FSA – Jeannette Eberhard

A proposal for approval to write a teaching case about FSA was circulated to Council.

Dr. Jeannette Eberhard, Assistant Professor, King's University College at Western University, and a FSA member, has proposed developing a teaching case about the church. The case would focus on strategic planning, strategic renewal and discussions related to how an organization can re-invent itself during tough times. FSA documents (Annual Reports, planning reports, financial reports, minutes, etc.) and interviews with FSA staff and volunteers would be used to develop the case. Cases cannot be published in peer reviewed journals unless they have sign off from a leader of the organization.

MOTION: That the Council of First-St. Andrew's United Church supports the development of a teaching case about FSA by Dr. Jeannette Eberhard.

MOVED: By Kerry Hill, seconded by George Jolink.

DISCUSSION:

- Data generated from the case development and during classroom discussions would benefit FSA.
- The National Church and the Antler River Watershed Region are encouraging congregations to be reflective about the church in this changing climate. Decisions about what is feasible require churches to look at who and where we are.

- It was recommended that Jeannette Eberhard contact Don Jones, Archives Committee, to gather written material.
  - Heather Locking-Cusolito offered to act as liaison between Council and Jeannette Eberhard.
- MOTION CARRIED.

Dr. Eberhard will submit a two-page outline of the case to a Canadian meeting of business researchers and case writers to be held in June 2022. The outline of the project will not mention the name of the church.

**10B Afghan Family Sponsorship Initiative – Linda Badke, Janice Elliott**

Janice Elliott gave an update on the Afghan family sponsorship initiative.

- A working committee has been formed. Members are Pastor Joshua, David McKane, Janice Elliott and Linda Badke.
- The committee has consulted with other United Churches who have sponsored refugees, the United Church refugee program advisor, and local MPs.
- The family hoping to resettle to Canada are relations of a member of FSA.
- There are 7 adults in the family.
- The family has obtained identity cards and passports. They are now in Pakistan and will register with the UN Refugee Agency.
- The sponsoring organization would be responsible to support the family for one year.
- The budgeted cost to resettle the family is \$109,000. This includes monthly income support.
- In kind donations will be accepted to help the family set-up a home in Canada.
- A grant application has been submitted to the Hope Council of Antler River Watershed Region. The requested grant is \$40,000. \$20,000 to be received in 2022 and \$20,000 in 2023. The grant application will be reviewed at a February meeting.
- Potential sources of funding include other area United Churches, other faith-based organizations, government programs, and individuals.
- The working committee is requesting Council direct the Board of Trustees to fund \$60,000 over two years in support of the Afghan family sponsorship.

**DISCUSSION:**

- Although administered by the Board of Trustees, the trust funds belong to the congregation. It was recommended that congregational support be sought before significant funding is made to this initiative.
- The trust funds historically are used for capital expenditures. Donations made to outside organizations have been designated for capital projects.
- The local family of the Afghan family are not in a position to offer significant financial support.
- It was requested that the Mission and Outreach Committee discuss if the Afghan family sponsorship is a focus of their fundraising efforts.
- Proof of the sponsor's financial resources is required at the time a sponsorship application is submitted to the Government of Canada.
- The Trustees will communicate with the working group regarding this initiative.

**10C Fundraising and Revenue Generation – Steve Elson, David Wardlaw**

Draft Terms of Reference for a Task Force on Fundraising and Revenue Generation were circulated.

MOTION: To create a Task Force on Fundraising and Revenue Generation.

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

DISCUSSION:

- The purpose of the Task Force is to mobilize interest and take action regarding fundraising at FSA and to focus attention on sustainable revenue from rentals and lease agreements.
- At present, the Finance Committee has oversight of fundraising activities and the annual Stewardship Campaign. It was requested that this responsibility be reviewed by the Task Force.
- The Task Force will initiate, oversee and coordinate projects. Volunteer champions will be responsible for carrying out the projects.
- The Task Force is an ad hoc committee appointed by Council Executive.

MOTION CARRIED.

#### **10D Capital Request: Geothermal Heating/Cooling – George Jolink**

The Property Committee is planning for the replacement of the boiler. The Committee is exploring green alternatives in an effort to reduce the carbon footprint of FSA.

The Property Committee recommends engaging the services of Remy Consulting Engineers to conduct a preliminary feasibility study for a geothermal installation at FSA. The study will determine the feasibility, cost and return on investment of a geothermal installation.

MOTION: That First-St. Andrew's United Church Council approves the capital expenditure of \$1,850 plus travel expenses for Remy Consulting Engineers to conduct a feasibility study for a geothermal installation at FSA.

MOVED: By George Jolink, seconded by Kerry Hill.

DISCUSSION:

- Members of FSA have visited an Oakville, Ontario church using geothermal energy.
- The study is not a commitment to geothermal energy. Other green alternatives are being considered.
- A geothermal installation could be used for both heating and cooling.
- The capital expense was approved by the Board of Trustees at their February 2022 meeting.

MOTION CARRIED.

#### **10E Reopening of church building for in-person worship and activities – Steve Elson**

The Government of Ontario is easing public health measures regarding COVID-19. At March 1, 2022 capacity limits in indoor public settings will be lifted.

MOTION: That on Sunday, March 6, 2022, First-St. Andrew's United Church resume in-person worship services. Beginning in March FSA activities and meetings may also be held in-person.

MOVED: By Steve Elson, seconded by Allyson Watson.

DISCUSSION:

- FSA will continue to require proof of COVID-19 vaccination.
- Face masks will be mandatory.
- Steve Elson will consult with the Middlesex-London Health Unit to learn if a third vaccination (booster) is required to be considered fully vaccinated. Some members, including youth, may not yet have their third vaccination.
- The re-opening will be announced on the FSA website and in the weekly E-blast.

MOTION CARRIED.

#### **10F Review of FSA Policies and Procedures – David Wardlaw, Steve Elson**

David Wardlaw and Steve Elson are leading a review of the FSA Policies and Procedures. Committee Chairs are asked to review the terms of reference for their committee and submit proposed changes to David and Steve. The reviewed and updated document will be presented to the congregation for approval.

## **11.0 Reports and Topics for Discussion by Council**

### **11A Building Security and Access – George Jolink**

Concern has been expressed regarding access to the building and unauthorized persons in the building. A discussion on building security and access was deferred to the March meeting of Council.

### **11B Planning Committee – Steve Elson**

A report from the Planning Committee was circulated.

The Committee has asked seven firms to provide quotes on undertaking an architectural and engineering feasibility study to help assess what would be involved in renovating and repurposing St. Andrew's Hall and related spaces. The proposals will be received by mid-March.

Steve Elson and George Jolink will meet with Meals on Wheels to discuss their future space needs which may include moving to St. Andrew's Hall, leaving Farquhar House available for other opportunities.

### **11C Ark Aid – Out of the Cold – Joshua Lawrence**

Pastor Joshua reported that he continues to manage FSA's relationships with our neighbours as we host the Out of the Cold program.

Ark Aid has been asked to focus on maintenance of the outside space.

Allyson Watson and Jim Silcox have distributed a flyer to other churches about the needs of Out of the Cold. Donations have been received by FSA and Ark Aid.

Sarah Campbell, Executive Director of Ark Aid Street Mission, has written an article for the Lent/Easter edition of Tidings.

### **11D Pastoral Care Task Team -- Heather Locking-Cusolito**

The Pastoral Care Task Team has met four times. The Task Team is interviewing those offering pastoral care at FSA. The Task Team is concerned that the significant needs for pastoral care are not being met. The position of Pastoral Care Minister was not funded in the 2022 budget.

### **11E UCW Fundraising Proposal – Laurel Kenney**

It was suggested at the UCW Executive Meeting on February 8th that individuals (either UCW members or FSA members) sell items online with the money from the sales going to FSA UCW. This effort could be a fundraising project for the UCW or FSA as a whole and could last for a defined period of time.

FSA Council expressed agreement with this proposal.

## **12.0 Reports and Topics for the Information of Council**

### **12A Ark Aid Out of the Cold Administration – Laura Wood**

Laura Wood reported that fundraising results for Out of the Cold appear on the FSA Profit and Loss Statement.

Utilities expenses have increased with the church being used 24 hours a day.

**12B Shared Youth Minister** – Allyson Watson

A joint congregational meeting of First-St. Andrew's, Metropolitan and Siloam United Churches was held on February 13, 2022. At the meeting the appointment of Marilyn Arthur as the Shared Youth Minister was approved.

**12C United Fresh Start**

A memo regarding the United Fresh Start program was circulated.

The first United Fresh Start session "Transition" will take place on April 23 from 10 am to 3 pm.

**12D Music Committee** – Merran Neville

Report accepted as circulated.

**12E Property Committee** – George Jolink

Report accepted as circulated.

**13.0 Benediction**

Pastor Joshua closed the meeting with a benediction.

The February 15, 2022 Meeting of Council was adjourned at 9:23 pm.

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David Wardlaw, Chair

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Katherine Wonfor, Secretary