



**First-St. Andrew's United Church  
COUNCIL MEETING  
June 14, 2022  
7:00 pm  
Zoom Video Conferencing**

**Present:** Paul Cooper, Steve Elson, Kerry Hill, George Jolink, David Knoppert, The Rev. Dr. Joshua Lawrence, Heather Locking-Cusolito, Merran Neville, Jo Ann Silcox, Kathryn Skelly, David Wardlaw, Katherine Wonfor, Laura Wood

**Regrets:** Linda Badke, Laurel Kenney, Allyson Watson, Jackie Williams

**Guest:** Glenna Hall

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 Council to the June 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 Minute for Meeting Etiquette – Paul Cooper**

Paul Cooper presented a minute for meeting etiquette. Council was reminded that listening well is an important part of contributing to the meeting.

**5.0 Review and Approval of Agenda**

MOTION: That the Council Meeting Agenda of Tuesday, June 14, 2022 be approved.

MOVED: By Heather Locking-Cusolito, seconded by Merran Neville. MOTION CARRIED.

**6.0 Declaration of Conflicts of Interest**

No Conflicts of Interest were declared.

**7.0 Approval of Minutes**

MOTION: That the Council Meeting Minutes of May 17, 2022 be approved.

MOVED: By Jo Ann Silcox, seconded by George Jolink. MOTION CARRIED.

**8.0 Correspondence**

On June 1, a letter was sent to Environment and Climate Change Canada (ECCC) in response to their request for input on a proposed recovery strategy for the Chimney Swift in Canada. Winnie Wake was thanked for helping to draft the letter. The Property and Planning Committees have received copies of the letter.

## 9.0 Staff Report – Joshua Lawrence

A Pastor's Report was circulated.

Pastor Joshua preached at the Antler River Watershed Regional Council's Celebration of Ministry service on June 11.

Planning for summer services and staff vacations is taking place.

## 10.0 Items for Decision Making by Council

### 10A COVID Protocols for Summer Worship – Steve Elson

Summer services will be held in Proudfoot Hall. It is the recommendation of the Reopening Committee that the current COVID protocols of masking and physical distancing remain in place. Masks will be available for people who enter FSA without a mask.

The government no longer requires businesses and organizations to check for proof of COVID vaccination. Council agreed that FSA would no longer require proof of vaccination.

MOTION: That First-St. Andrew's United Church stop collecting proof of COVID vaccination from those entering the FSA building.

MOVED: By Steve Elson, seconded by Paul Cooper. MOTION CARRIED.

### 10B Church Office Hours – Kerry Hill

MOTION: That, until directed otherwise by Council or FSA Policy and Procedures, the Ministry and Personnel Committee, in collaboration with the Minister of Worship and Congregational Life, be authorized to set office hours for FSA and manage the staffing thereof.

MOVED: By Kerry Hill, seconded by Paul Cooper.

DISCUSSION:

- A survey of other churches shows that having the church office staffed for five days a week is rare.
- M&P will consult with Joshua Lawrence and Kathryn Skelly regarding office hours.
- It is proposed that the office be closed Mondays.
- M&P is looking at ways for Monday meetings and rentals to have access to the rooms and equipment they require.

MOTION CARRIED.

## 11.0 Reports and Topics for the Information of Council

### 11A Coffee and Conversation – Glenna Hall

Glenna Hall presented a proposal to Council to simplify the preparation and clean-up for Coffee and Conversation.

It is recommended that the congregation be encouraged to bring their own mugs from home and take the mugs home when finished. Recyclable cups will be available for those without a mug. Juice will be served in paper cups. Committees of Council are asked to provide the volunteers for a month during the year. Two to three volunteers will be required. A list of volunteers has been compiled from the recent Time and Talent survey.

Council agreed that Coffee and Conversation is an important part of the FSA community. The new process will be reviewed in the new year.

### **11B Use of Social Media – Joshua Lawrence**

A memo from Pastor Joshua on how social media could be better utilized at FSA was circulated to Council.

Social media could be used to give access to information and offer support and pastoral care. Social media offers FSA an opportunity to grow and reach a wider community.

Pastor Joshua hopes to recruit younger members to participate in training and brainstorming regarding FSA's online presence. Siloam United Church has hired summer interns to help with social media and it is hoped FSA can collaborate with them.

Council thanked Pastor Joshua for spearheading this important initiative. It was suggested that FSA hire a student intern to assist with social media in summer 2023.

### **11C United Fresh Start – Steve Elson**

A memo regarding the United Fresh Start (UFS) program was circulated to Council.

The purpose of the United Fresh Start program is to ensure an alignment between the minister and congregational leadership in terms of values, understanding, and expectations, with the goal of setting the stage for a productive and open relationship.

Council was asked to consider:

- If there is value in organizing and participating in the program? Does it meet FSA's needs and interests?
- If not United Fresh Start, should FSA consider a different pathway? Perhaps a strategic planning process?
- If UFS, which modules should FSA participate in?

Council discussed the United Fresh Start program.

- The program is considered to be most useful when a congregation is undergoing change (staff, programs, financial).
- FSA has seen changes in staffing and partnering with outside organizations.
- A roadmap to FSA's future would be helpful and should include staffing, social action, and the use of the physical building. UFS modules could introduce the planning process.
- The priorities of the congregation should be considered and how UFS could help meet these priorities.
- The content of UFS modules must be relevant to issues facing FSA.
- Practical content would help motivate members to attend the sessions.

Steve Elson will contact the Rev. Laurie O'Leary, United Fresh Start facilitator, to discuss how the UFS modules can be tailored to the needs of FSA.

### **12.0 Benediction**

Merran Neville closed the meeting with prayer.

The June 14, 2022 Meeting of Council was adjourned at 8:36 pm.

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David Wardlaw, Chair

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Katherine Wonfor, Secretary