



**First-St. Andrew's United Church
COUNCIL MEETING
December 21, 2021
1:00 pm
Zoom Video Conferencing**

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

The regular meeting of Council was called to order at 1:00 pm by Steve Elson, Chair. A quorum was present.

1.0 Welcome: Steve Elson welcomed Council members to the December 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

The following additions were requested to the Agenda:

12D Property Committee Report
12E Shared Youth/Young Adult Ministry

MOTION: That the Council Meeting Agenda of Tuesday, December 21, 2021 be approved with the above additions.

MOVED: By Allyson Watson, seconded by Paul Cooper. **MOTION CARRIED.**

5.0 Declaration of Conflicts of Interest

No Conflicts of Interest were declared.

6.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of November 16, 2021 be approved.

MOVED: By George Jolink, seconded by Merran Neville. **MOTION CARRIED.**

7.0 Correspondence

No correspondence was brought forward to Council.

8.0 Staff Report – Joshua Lawrence

A Pastor's Report was circulated.

Pastor Joshua has been working with Ark Aid to establish the Out of the Cold program. Meetings with FSA neighbours have taken place to respond to their concerns. A weekly Friday morning meeting with Ark Aid staff provides an opportunity to address issues that arise. Cleaning and

maintenance requirements are being worked out. Up to 40 guests can be accommodated. In order to reduce the risk of COVID-19 infection, staff who work at FSA do not work at other Ark Aid sites. FSA is grateful to the community members who have donated money and goods in support of Out of the Cold. Questions and answers about the program can be found on the FSA website.

Steve Elson expressed his appreciation to the staff who have taken on extra work to ensure the success of the Out of the Cold program.

9.0 Business Arising from the Minutes

9A Pastoral Care Task Group – Heather Locking-Cusolito

Heather Locking-Cusolito, Membership and Nurture; Jackie Williams, Board of Trustees; and Barbara Ridgewell, Finance are looking at pastoral care needs at FSA. Terms of Reference for the Ad Hoc Pastoral Care Task Group were circulated.

MOTION: To accept the Terms of Reference for the Ad Hoc Pastoral Care Task Group as circulated.

MOVED: By Heather Locking-Cusolito, seconded by David Wardlaw.

DISCUSSION: The Task Group will seek input from the congregation and report back to Council and the congregation.

MOTION CARRIED.

9B COVID-19 Response

Steve Elson has spoken with the Middlesex London Health Unit to ensure FSA is following COVID-19 regulations including physical distancing and capacity limits.

Pink cards have been placed in the sanctuary to indicate where people may sit to maintain physical distancing.

Due to the rise of COVID-19 cases in the community, the Family Christmas Eve service has been cancelled.

For the Christmas Eve Candlelight service, a third sign-in table will be available in the Atrium for guests to sign-in and show proof of vaccination.

10.0 New Business

10A Planning Committee – Kerry Hill

Kerry Hill reported that the Planning Committee has been discussing modifications that could be made to the sanctuary to meet the needs of different users. The Committee is considering having a Fanshawe College Interior Design student assist with the planning. The Fanshawe program coordinator has informed the Planning Committee that fall 2022 is the earliest a student could be assigned to the project. Input will be solicited from those using the sanctuary.

11.0 Reports and Topics for Discussion by Council

11A Fall Retreat Follow-up – Steve Elson

i. United Fresh Start

A memo regarding the United Fresh Start program was circulated.

Council discussed the program.

- It was agreed that in-person meetings held on Saturdays were preferred.
- Members of Council, Retreat participants and those who express an interest in the session subject will be invited to participate.
- A core group, including Council members, should attend all sessions, but other members may attend selected sessions when they have an interest in the module.
- Sessions will be scheduled after the Out of the Cold program is completed (March 31).
- A biography of The Rev. Laurie O'Leary was circulated. Rev. O'Leary is a facilitator for the United Fresh Start program. The facilitator fee is \$200 per session.

ii. FSA Scorecard

A scorecard celebrating FSA accomplishments past and present was circulated. Merran Neville was thanked for compiling the scorecard from the ideas generated by the virtual Coffee and Conversation group and at the Fall Retreat.

The scorecard will be posted to the FSA website.

iii. Collaborative Leadership

Council considered examples of collaborative leadership at FSA. The Out of the Cold program with Ark Aid and the Shared Youth Minister were seen as partnerships that benefit all involved.

11B Annual Congregational Meeting – Steve Elson

The Annual Congregational Meeting will be held on January 30, 2022. To encourage participation, an in-person meeting held after the Sunday service is preferred. Council will continue to monitor COVID-19 conditions to see if the meeting should be held in-person or by Zoom.

A report from the Nominations Committee was circulated. If there are changes to be made to the slate of candidates, please contact Steve Elson.

11C Time and Talent Survey -- Heather Locking-Cusolito

The Membership and Nurture Committee has drafted a Time and Talent Survey.

The survey will be distributed in early 2022 to FSA members including youth members. Heather Locking-Cusolito will compile the returned surveys and distribute the results to Committee chairs.

If you have feedback on the survey, please contact Heather.

11D Draft 2022 Budget – Kerry Hill

A draft 2022 budget will be brought to the January meeting of Council.

12.0 Reports and Topics for the Information of Council

12A Finance Committee – Kerry Hill

Financial Statements at November 30 were circulated.

Christmas appeal envelopes have been distributed.

2022 pledge forms are being returned.

The Finance Committee was thanked for their work in successfully obtaining government COVID-19 relief funds in 2021.

12B My Main Street Community Activator Program

Steve Elson reported that Barrie Evans was successful in obtaining a grant of \$42,000 from the My Main Street Community Activator Program to fund the Eco-Meditation Garden stage. The grant will be used to construct the outside stage, purchase a portable sound system, and purchase chairs.

Invoices for the project must be in by December 31, 2021. The Trustees will pay for the stage and equipment and be reimbursed by the grant.

12C Music Committee – Merran Neville Report accepted as circulated.

The Search Committee for a Music Director hopes to have a successful candidate by the spring.

Thanks were expressed to Paul Merritt and Viki Meredith for their leadership of the Music program.

12D Property Committee – George Jolink Report accepted as circulated.

Additional cleaning is required for the areas used by the Out of the Cold program. The extra cleaning takes 14 hours per week, for a cost of \$1,500 per month. Kathryn Skelly reported that donations made to the program could go towards custodial costs.

Six commercial grade toilets are needed for the Proudfoot Hall restrooms. The price is \$700 per toilet. A capital request to the trust funds will be made for this purchase. Jackie Williams reported that a donation made to the trust funds for the Out of the Cold program could help defray this cost.

12E Shared Youth/Young Adult Ministry – Allyson Watson

Allyson Watson reported that a Search Committee is reviewing candidates for the position of Youth/Young Adult Minister. The Committee hopes to have the position filled in early 2022.

13.0 Benediction

Pastor Joshua closed the meeting with a benediction.

The December 21, 2021 Meeting of Council was adjourned at 3:02 pm.

Steve Elson, Chair

Katherine Wonfor, Secretary