



**First-St. Andrew's United Church  
COUNCIL MEETING  
October 15, 2019  
Proudfoot Hall, 4:00 pm**

**Present:** Linda Badke, Barb Dalrymple, The Rev. Michelle Down, Donna Fraleigh, Kerry Hill, George Jolink, Doug Jones, Bruce Moor, Merran Neville, Bill Peel, Bob Swartman, Heather Vouvalidis, Katherine Wonfor

**Regrets:** Steve Elson, Terry Head, Laurel Kenney, Heather Locking-Cusolito, Pat Pettit, Jo Ann Silcox

The regular meeting of Council was called to order at 4:00 pm by George Jolink, Chair. A quorum was present.

**1.0 Remarks from the Chair:** George Jolink welcomed the members of Council to the October meeting.

**2.0 Invocation:** Dave Jagger, Stewardship and Gifts Officer for Antler River Watershed, Western Ontario Waterways and Horseshoe Falls Regions, held a workshop at FSA on October 15. The Rev. Michelle Down shared Dave's message to be a congregation that inspires, invites and thanks. Michelle opened the meeting with prayer.

**3.0 Approval of Agenda**

MOTION: That the Council Meeting Agenda of Tuesday, October 15, 2019 be approved.  
MOVED: By Doug Jones, seconded by Bruce Moor. MOTION CARRIED.

**4.0 Approval of Minutes**

MOTION: That the Council Meeting Minutes of September 17, 2019 be approved.  
MOVED: By Bob Swartman, seconded by Doug Jones. MOTION CARRIED.

**5.0 Committee Reports**

**5.1 Ad Hoc Planning Committee – Bob Swartman**  
Written report circulated.

**Service and Social Action**

The Committee continues to investigate opportunities to contribute to affordable, supportive housing in the City of London. The City is hosting an open house at Goodwill Industries on October 17 to review the Homeless Prevention and Housing Plan Strategies.

**Arts After 5**

The next Arts After 5 event will be held on November 5. Playwright Adam Corrigan Holowitz will be the guest speaker.

**Planning the Future Use of FSA Space**

On Sunday, October 20<sup>th</sup>, two Western students, Joy Tigchelaar and Aaron West, will be introduced to the congregation. Joy and Aaron will be collecting data on current church usage, conducting a survey of the congregation, neighbours, staff and renters, and investigating how similar churches are using their space. Their final report will be completed in December.

### Eco-Meditation Garden

The Garden has been nominated for an award to be given by the Historic Woodfield Community Association. The award will be announced at the Association's November 19<sup>th</sup> meeting.

All trees in the garden are native species. Some trees have been damaged due to vandalism. The Committee hopes to replace the trees by encouraging memorial gifts in support of the garden.

## **5.2 Faith Development**

Written report circulated.

Michelle Down reported that the Faith Development Committee continues to discuss what opportunities may be present to coordinate Christian Education programming with other downtown United Churches.

## **5.3 Finance – Kerry Hill**

Financial statements at September 30, 2019 were circulated.

- Givings are \$25,709 below budget at September 30th. Kerry Hill and Heather Vouvalidis will look at month to month patterns of givings in past years to see if 2019 is following the pattern.
- Funds in support of operations have been received from the Trust Funds in October.
- The deadline for 2020 budget submissions is November 30. Kerry requested that along with budget numbers Committees provide a description of how their work supports our church and our community. Kerry would like to present a narrative budget at the Annual Meeting of the Congregation. A narrative budget will describe for the congregation how their gifts are being used and help us celebrate what is happening at FSA and our plans for the future.
- A list prepared by Heather Vouvalidis of FSA fundraising activities in 2018 and 2019 to date was circulated. Columns showing gross and net proceeds will be added to the report. The report was compiled in order to learn:
  - \* how much fundraising is taking place at FSA
  - \* are there times of the year we are over-extended
  - \* are there opportunities to consolidate activitiesCouncil discussed whether the number of volunteers and the hours worked could be added to the report. Committees were asked to estimate volunteer hours for events they organize.

## **5.4 Membership and Nurture**

Written report circulated.

## **5.5 Ministry and Personnel – Bruce Moor**

M&P is preparing its 2020 budget and will have a draft budget for discussion with Finance before the end of November.

## **5.6 Mission and Outreach – Barb Dalrymple**

Written report circulated.

## **5.7 Music – Merran Neville**

The next Arts After 5 event will be held on November 5. Playwright Adam Corrigan Holowitz will be the guest speaker.

The Laudamus Bells will be performing with the Western Faculty of Music choirs on October 19<sup>th</sup> at FSA.

#### **5.8 Nominations – Bob Swartman**

Please notify Bob of changes to committee membership.

#### **5.9 Property – George Jolink**

An expenditure of \$2,973 was made to replace a failed water heater.

The repairs to the stained glass windows should be completed by the end of the year.

#### **5.10 Trustees – Doug Jones**

Written report circulated.

### **6.0 Group Reports**

#### **6.1 UCW – Donna Fraleigh**

- George Jolink was thanked for decorating the sanctuary for Thanksgiving.
- The 2019 Boutique Bazaar will be held on November 16<sup>th</sup> from 10 am until 2 pm. Bazaar volunteers and members of FSA are invited to an Artisan preview and sale on Friday, November 15<sup>th</sup> from 7 pm to 9 pm.
- A well-known London sewer and quilt teacher has passed away. Bolts of fabric were gifted to the FSA Sewing and Quilting groups. A fabric sale will take place on October 30<sup>th</sup> from 9:30 am to 1:30 am at FSA.

#### **6.2 Staff – Michelle Down**

- The Rev. Herb Summers, Minister of Pastoral Care at Metropolitan United Church, is ill. Michelle asked us to remember Herb, his family, and the people of Metropolitan in our prayers.
- Upcoming services:
  - October 20<sup>th</sup> Stewardship Sunday
  - October 27<sup>th</sup> Music Sunday
  - November 10<sup>th</sup> Remembrance Day Service

### **7.0 Other Business**

#### **7.1 Annual Meeting – George Jolink**

At the March 19, 2019 meeting of Council, a motion was passed that FSA adopt a two part Annual Meeting. Part 1 to be held in January to conduct the business of the Annual Meeting including approving the budget, electing committee members, and receiving and voting on motions not related to the Reviewed Financial Statements. Part 2 to be held to receive and accept the Reviewed Financial Statements when they are available from the auditor.

The Annual Meeting will be held on Sunday, January 26, 2020. George Jolink will be travelling but Steve Elson, Chair-Elect, has agreed to chair the meeting.

The Annual Report is required to be circulated two weeks prior to the meeting. The deadline for committee reports is no later than Sunday, January 5. Please submit reports to Heather Vouvaldis.

Council agreed that the costs for a lunch prior to the meeting should be covered by the Administration budget. A free-will offering will help defray some of the costs.

The staff has generously provided the lunch for the Annual Meeting in the past. Michelle Down will ask staff if they are willing to prepare the lunch this year.

The first notice of meeting will take place on January 12, 2020. Motions from the Trustees will be prepared to be circulated at the time the notice of meeting is made. The Membership and Nurture committee has made changes to its terms of reference that require approval by the congregation. The revised terms of reference will be circulated in advance of the meeting.

### **8.0 Adjournment**

The Rev. Michelle Down closed the meeting by asking the members of Council to share how we plan to inspire, invite and thank.

The October 2019 Meeting of Council was adjourned at 5:26 pm.

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George Jolink, Chair

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Katherine Wonfor, Secretary