



**First-St. Andrew's United Church
COUNCIL MEETING
March 21, 2023
7:00 pm
Zoom Video Conferencing**

Present: Linda Badke, Paul Cooper, Steve Elson, Jan Hendry, Kerry Hill, George Jolink, Laurel Kenney, The Rev. Dr. Joshua Lawrence, Merran Neville, Jo Ann Silcox, David Wardlaw, Jackie Williams, Katherine Wonfor, Laura Wood

Regrets: Allyson Watson

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 March 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 addition was requested to the circulated Agenda:
10B Finance Update

MOTION: That the Council Meeting Agenda of Tuesday, March 21, 2023 be approved with the above addition.

MOVED: By Jo Ann Silcox, seconded by Merran Neville. 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 February 21, 2023 be approved.

MOVED: By Paul Cooper, seconded by Linda Badke. MOTION CARRIED.

7.0 Correspondence

A note of thanks for a donation was received from Atlohsa Family Healing Services.

8.0 Staff Report – Joshua Lawrence

A Pastor's Report was circulated.

Technology connectivity issues continue to be experienced. A technology audit is recommended.

9.0 Items for Decision Making by Council

9A Acting on the defined priorities for FSA – Steve Elson

A memo from the FSA Planning Committee regarding the use of the FSA Initiative Evaluation Scorecard was circulated.

Three priorities were adopted at the October 2022 Council and staff workshop.

1. Focus attention on Service/Outreach
2. Promote and facilitate intergenerational involvement
3. Promote and facilitate inter-congregational and interfaith collaboration

All committees are invited to begin using the Scorecard to assist with decision making. Please forward feedback on the Scorecard to the Planning Committee.

MOTION: That all standing committees use the circulated FSA Initiative Evaluation Scorecard to review, consider and define future actions and report on their progress at the June 20, 2023 meeting of Council.

MOVED: By Steve Elson, seconded by Jo Ann Silcox. MOTION CARRIED.

10.0 Reports and Topics for Discussion by Council

10A FSA Kitchen – David Wardlaw

A memo from Margo Christodoulou on the creation of a framework and process for managing health and safety aspects of the FSA kitchens was circulated.

David Wardlaw informed Council that Margo Christodoulou is creating a manual. A team will be required for inspection and oversight of the kitchens to ensure compliance with all regulations. Certified food handlers are needed when food is being prepared and served. Please encourage committee members to obtain this certification.

George Jolink reported that the Proudfoot Hall kitchen is used a minimum of four nights per week by FSA partners and FSA volunteers use the kitchen during the weekend. The Property Committee is ensuring refrigerators and freezers are cleaned and that the kitchen is deep-cleaned two times a year.

10B Finance Update – Laura Wood

A finance report at February 28, 2023 was circulated.

- Envelope givings and PAR have decreased 22% from February 2022 to February 2023.
- 2023 givings are \$12,700 behind 2022.
- The net deficit is \$49,100 before trust fund assistance, \$32,400 with trust fund assistance.
- El Sistema facility related expenses are budgeted at \$10,000; \$1,300 was spent in December and \$3,900 has been spent in 2023 to date; the installation of a fire door is an outstanding expense.

Council discussed FSA's financial position.

- The importance of recruiting a Stewardship Working Group was stressed.
- Fundraising activities as a method of revenue generation was discussed.
- An analysis of the results of the fall stewardship campaign was recommended. Without disclosing the names of givers, the data should be analysed to reveal year over year trends which will lead to targeted strategies.

- Council is encouraged by the number of new members joining FSA. This vitality has yet to translate to givings but shows signs of future growth.
- It was suggested that a message from a member of the congregation of welcome and ways to give be made during the Sunday service and the livestream.

11.0 Reports and Topics for the Information of Council

11A Youth and Young Adult Ministry Update – Marilyn Arthur

Marilyn Arthur, Minister of Youth and Young Adults, prepared a spring 2023 update report for Council.

A wide range of activities and events have been held during the winter months and plans for summer are underway.

11B United Church of Canada Remit – David Wardlaw

A remit has been sent to regional councils and pastoral charges from The United Church of Canada General Council. Between March 15, 2023 and March 31, 2024 every regional council and each pastoral charge's governing body will be asked to approve an amendment to the Basis of Union of The Manual establishing an autonomous Indigenous Church structure.

A study guide describing the purpose of the remit was circulated to Council. Council members were asked to read the study guide. Questions can be submitted to remits@united-church.ca.

The remit will be discussed and a vote taken at a future meeting of Council.

11C Campaign for Lent – Steve Elson

Steve Elson and Jim Silcox have designed a campaign for Lent:
LENT: an opportunity to say thanks and to give

Steve Elson updated Council on the campaign.

- a poster board has been made to display the thank you response cards
- testimonials are being offered at the Sunday services
- an Easter appeal envelope is being distributed in the Sunday bulletin
- a message will be included in the weekly e-blast encouraging on-line giving

Council thanked Steve Elson and Jim Silcox for organizing the campaign. It was suggested that the messages of thanks be posted on the FSA website and included in a future issue of Tidings. Using the credit/debit machine at the Gift Cards table to accept donations was proposed.

11D Stewardship Working Group – Steve Elson

Council endorsed the formation of a Stewardship Working Group at its February meeting. Steve Elson is reaching out to people to join the working group. Please share names of potential members with Steve.

David Wardlaw is putting together a group to develop strategies for short-term and long-term revenue generation. If you would like to join this group, please contact David.

11E Health and Safety at FSA – David Wardlaw

The Ontario Occupational Health and Safety Act states that employers with 1 to 5 workers are not required to have a health and safety representative, employers with 6 to 19 workers are required to have one health and safety representative who is selected by the workers.

It was suggested that a review be undertaken to ensure FSA is meeting Ontario Occupational Health and Safety Act regulations.

12.0 Other Business

12A UCW – Laurel Kenney

On May 1st the UCW is hosting a community lunch. The speaker will be Mr. Brandon Doxtator, Elected Councillor, Oneida Nation of the Thames, who will present on the Water Issues Facing the Oneida.

Tickets are \$25 and are available before and after Sunday services and from the church office.

All are welcome to join the UCW in this educational and fellowship event.

13.0 Benediction

George Jolink closed the meeting with prayer.

The March 21, 2023 Meeting of Council was adjourned at 8:35 pm.

David Wardlaw, Chair

Katherine Wonfor, Secretary