



**First-St. Andrew's United Church  
COUNCIL MEETING  
October 17, 2023  
7:00 pm  
The Chapel**

**Present:** Linda Badke, Barb Dalrymple, Steve Elson, Glenna Hall, Laurel Kenney, The Rev. Dr. Joshua Lawrence, Merran Neville, David Wardlaw, Jackie Williams, Katherine Wonfor, Laura Wood

**Regrets:** Paul Cooper, Kerry Hill, George Jolink, Jo Ann Silcox, 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 October meeting.

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

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

**4.0 Review and Approval of Agenda**

MOTION: That the Council Meeting Agenda of Tuesday, October 17, 2023 be approved.  
MOVED: By Merran Neville, seconded by Jackie Williams. 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 September 23, 2023 be approved.  
MOVED: By Steve Elson, seconded by Merran Neville. MOTION CARRIED.

**7.0 Correspondence**

Pastor Joshua received a letter from the London Community Chaplaincy which is supported by FSA. A letter from a child who attends the after-school program was included.

Representatives from the Unitarian Fellowship of London have been in contact with Pastor Joshua. The Unitarian Fellowship is considering a new location and would like to partner with another community of faith. George Jolink will be put in contact with the representatives from the Unitarian Fellowship.

**8.0 Staff Report – Joshua Lawrence**

A Pastor's Report was circulated.

An all staff retreat will be held on October 30<sup>th</sup>. David and Susan McKane will host the retreat at their home. Anne Beattie-Stokes will facilitate the retreat.

Chris Fischer and Christina Lindsay are considering a children's program that would take place Monday evenings.

## **9.0 Business Arising from the Minutes**

### **9A Help to Run the Church for a Day – David Wardlaw**

David Wardlaw gave an update on the Run the Church for a Day fundraising initiative. The Fundraising Working Group discussed the program and suggested that it be re-branded as "Help to Run the Church for a Day". This would allow for donations at different levels. The program has been announced to the congregation and to-date two participants have come forward.

### **9B HVAC Project – Steve Elson**

At the September meeting of Council, a HVAC project development and implementation plan was approved. The plan calls for a Steering Committee to investigate options, develop a project proposal for consideration, and to oversee implementation of whatever plan is approved by Council, the Board of Trustees and the congregation.

The plan was approved by the Board of Trustees at their September meeting.

George Jolink, Steve Elson, Connor Campbell, and Al Salmoni have agreed to sit on the Steering Committee. It was suggested that a representative from the Finance Committee join the Steering Committee.

### **9C Frequency of Council Meetings and Electronic Voting on Selected Motions – David Wardlaw**

The frequency of Council Meetings and the ability to vote on motions by electronic means was discussed at the September Council meeting.

#### **MOTION:**

- (i) That Council meet bimonthly for the remainder of the 2023-24 church year with scheduled meetings in November 2023, January 2024, March 2024 and May 2024. Meetings will be virtual or in-person, as determined by Council in advance of each meeting.
- (ii) That, as the need may arise, a motion may be distributed to Council in between meetings and, with advance notice of a pending vote on the motion, said vote would be conducted by electronic means by the Secretary of Council (email, Doodle poll, or other electronically enabled method).

MOVED: By Steve Elson, seconded by Barb Dalrymple.

#### **DISCUSSION:**

- Bimonthly meetings will be held on a trial basis and will be evaluated in June 2024.
- Council Executive may meet between full Council meetings.

MOTION CARRIED.

### **9D Council Leadership after January 2024 – David Wardlaw**

In the absence of a chair-elect, Council leadership after January 2024 was discussed.

- Currently the past-chair serves as chair when the chair is not available.
- Council considered the position of associate chair who would work with the chair and have a prescribed scope of responsibility.
- Training church leaders was discussed. Project based commitments are a way to welcome new people into the life of the church and give them an opportunity to share their talents.
- The consolidation of committees was considered.

David Wardlaw and Steve Elson will discuss Council leadership and bring a proposal to the November meeting of Council.

## 10.0 Items for Decision-Making by Council

### 10A Town Hall Meetings on Proposed 2024 Operating Budget – Laura Wood, David Wardlaw

A significant operating deficit has been projected for 2024. It is recommended that the congregation be consulted in advance of presenting the 2024 budget for approval at the Annual Congregational Meeting to be held at the end of January 2024.

MOTION: That congregational budget consultation sessions be held immediately following the worship service on Sunday, November 26, 2023 and Sunday, January 7, 2024 for the purposes of: presenting a draft of a proposed 2024 operating budget, receiving feedback on the proposed budget, answering questions on the budget, and discussing ways and timeline for achieving a sustainable operating budget.

MOVED: By Steve Elson, seconded by Jackie Williams.

DISCUSSION:

- Representation from the Board of Trustees is requested at the sessions as the Trustees are an important part of financial discussions.
- A light lunch and child care could be offered to encourage attendance.

MOTION CARRIED.

## 11.0 Reports and Topics for the Information of Council

### 11A Stewardship Campaign – Steve Elson

Pledge forms for the 2024 Stewardship Campaign will be distributed starting October 24. The deadline for returning pledge forms is November 26. The pledge forms include the opportunity to donate to the Mission and Service Fund.

The Campaign will focus on how FSA is connected to the wider community.

### 11B Finance Report – Laura Wood

A finance report at September 30 was circulated.

- At September 30 there is an operating deficit of \$60,760. December givings should decrease the deficit.
- Insurance expense has increased by 35%. Jackie Williams reported that Al Salmoni, Chair of the Board of Trustees Insurance Committee, has compared UCC Protect (the insurance program offered by The United Church of Canada) to FSA's current insurance provider Ecclesiastical Insurance. The quote from UCC Protect was more expensive.

### 11C Management and Development of Technology Infrastructure – David Wardlaw

David Wardlaw reported that there are continuing issues with FSA's technology infrastructure including computers, printers, phones, wi-fi. Currently no group or committee is responsible for technology.

MOTION: To approve in principle the formation of a technology advisory group.

MOVED: By Jackie Williams, seconded by Merran Neville.

DISCUSSION: The technology advisory group would propose technology plans and identify solutions for Council's approval.

MOTION CARRIED.

## **11D Afghan Refugee Sponsorship Project Update – Linda Badke**

A report was circulated from the Afghan Refugee Sponsorship Project committee.

- \$86,000 of the \$90,000 goal has been raised.
- A fundraising Halloween Concert will be held at FSA on October 29<sup>th</sup>. Items will be sold at the FSA Bazaar in support of the project.
- The family's living situation in Pakistan is difficult and dangerous. The slow progress of the immigration application is frustrating.
- Linda Badke and Pastor Joshua are attending a workshop on October 19 "Setting Immigrants Up for Success" presented by the London and Middlesex Local Immigration Partnership.

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

### **12A Nominations Report for 2024 – Steve Elson**

A draft Nominations Report for 2024 was circulated. Please review the report and let Steve Elson know of any changes.

### **12B Meetings with other local United Churches – Joshua Lawrence, Steve Elson, David Wardlaw**

Next week a meeting with Metropolitan United Church is scheduled.

## **13.0 Other Business**

- \$400 was raised at the Corn Roast Lunch in support of the Grow-A-Row project.
- Christmas Share in support of ELUCO will start the first Sunday in November.
- FSA has not received a proposal from Ark Aid for the winter Out of the Cold program.

## **14.0 Benediction**

Steve Elson closed the meeting with prayer.

The October 17, 2023 Meeting of Council was adjourned at 8:51 pm.

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David Wardlaw, Chair

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Katherine Wonfor, Secretary