



**First-St. Andrew's United Church
COUNCIL MEETING
September 21, 2021
4:00 pm
Zoom Video Conferencing**

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

Regrets: David Wardlaw

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

1.0 Welcome: Steve Elson welcomed Paul Cooper, Co-chair of the Board of Trustees, and the Rev. Dr. Joshua Lawrence, Minister of Worship and Congregational Life, to their first meeting of FSA Council.

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:

- 7D Letter of thanks from Heather Vouvalidis
- 12B Mission and Outreach Committee Report
- 12C Music Committee Report
- 12D Membership and Nurture Committee Report
- 12E UCW Report

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

MOVED: By Jackie Williams, seconded by Heather Locking-Cusolito. **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 June 15, 2021 be approved.

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

7.0 Correspondence

7A Indwell

A letter of thanks from Indwell for FSA's donation of \$30,000 towards the kitchen at Woodfield Gate apartments was circulated.

7B The Rev. Dr. David McKane

A letter was circulated from the Rev. Dr. David McKane. David thanked Council for its support during his time as Supply Minister and Minister of Visitation.

7C Erich Knapp

A letter of resignation from Erich Knapp, Director of Music, was circulated to Council. Erich has accepted a position with First English Lutheran Church in Appleton, Wisconsin. Erich thanked all who made him welcome during his time at FSA.

7D Heather Vouvalidis

A letter of thanks was received from Heather Vouvalidis for the reception celebrating her retirement. The letter will be shared with the congregation in the weekly e-blast.

8.0 Staff Report – Joshua Lawrence

- Kathryn Skelly is keeping up-to-date on government COVID protocols to ensure FSA's compliance.
- FSA is fortunate to have Paul Merritt and Victoria Meredith leading the Music program while a new Director of Music is recruited.
- Elizabeth Stewart, Interim Youth and Young Families Coordinator, is participating in some staff meetings.
- The federal government has passed legislation to make September 30 a federal statutory holiday called the National Day for Truth and Reconciliation. Council agreed that FSA staff will receive a paid holiday on September 30 and the office will be closed.
- Bruce Moor will act as Joshua's Ministry and Personnel liaison.

9.0 Business Arising from the Minutes

9A Shared Youth/Young Adult Ministry Agreement – Allyson Watson

A Shared Youth/Young Adult Ministry Agreement between First-St. Andrew's, Metropolitan and Siloam United Churches was circulated. The Agreement has been signed by the Chairs of Council of the three congregations.

A position description for a leader of the Shared Ministry was circulated. A search committee is being formed. Adult and youth representation from each congregation will serve on the committee. The position will be posted on ChurchHub and it is hoped the position will be filled by January 2022.

A grant of \$5,000 from the Antler River Watershed Region has been applied for to help defray costs. The FSA Board of Trustees has discussed FSA's financial support of the ministry and the sustainability of funding.

Allyson Watson reported that other congregations will be welcome to participate in this ministry.

A formal assessment of the ministry will be held at the one-year mark. It was recommended by Council that feedback be given at 3 and 6 months.

9B Status of Financial and Bookkeeping Functions – Kerry Hill

A bookkeeper, Colleen Garrett, has been retained on a contract basis. Colleen is working on updating the operating financial statements and will then start on updating the Trustees statements. Colleen will work with Tim Miedema on an upgrade of the Sage accounting software. Colleen is working a maximum of 20 hour a week, but feels that when the accounting is up-to-date the job will require approximately 10 hours a week.

Kathryn Skelly appreciates everyone's patience as she transitions into her new role as Office Manager.

The signing officers at the TD Bank have been updated and will be updated for the FSA credit card.

10.0 New Business

10A Zoom Meetings – Steve Elson

Steve Elson, David Wardlaw and Joshua Lawrence will meet the week before Council to set the agenda.

In order to protect the medically vulnerable and since the church's ventilation system provides little air circulation, Council agreed to continue meeting by Zoom.

10B Time and Talent Award Survey – Heather Locking-Cusolito

A meeting was held to review the survey results from the congregation regarding the implementation of a Time and Talent Award. A meeting summary report was circulated.

A decision was made not to pursue the award at this time but recommendations were made on how to express gratefulness for those who offer their many and different gifts to the Church.

The recommendations include:

- Employing the WOW column in the weekly e-blast
- Tidings articles
- Volunteer Appreciation Sunday
- Sending cards and letters of gratitude
- Using social media to shine a light on people

10C Recognition of the passing of FSA members – Linda Badke

With fewer people subscribing to a daily newspaper, it was recommended that when a member of the FSA family dies an email with an obituary attached be sent to the FSA e-blast list. An email allows information on visitation and funeral services to be circulated in a timely manner.

Jim Silcox joined the meeting and reported that FSA has a subscription that allows for up to 20 e-blasts per month. Jim offered to send the e-blasts when he learns of a member's death.

Heather Locking-Cusolito will write a message for the weekly e-blast asking people to notify the church office of the death of a member or adherent.

10D Ark Aid Street Mission – Steve Elson

Ark Aid Street Mission has approached FSA in regards to providing a setting from which to operate the Out of the Cold program during winter 2022. The program operates January, February and March and offers a bed and breakfast to those in need. Proudfoot Hall, the Fireside Room, the Proudfoot Hall kitchen and washrooms would be the spaces required. The drop-in centre would open at 7 pm. Breakfast is served at 8 am. Staffing and volunteers are provided by Ark Aid.

Council discussed the request.

- Funding for the program is received from the City of London.
- The program would result in extra work for FSA custodial staff.
- Building security is a concern. It is difficult to block access to areas of the church not being used by the program.
- It was recommended that the Public Health Unit be consulted as to whether FSA is a suitable venue. COVID 19 concerns were discussed. FSA's ventilation system does not provide for good air exchange and masking and physical distancing would be difficult to enforce.
- There is no faith-based component to the program. All are welcome.
- FSA programs and rentals would be impacted.
- Service is one of the pillars of FSA and this program would provide an opportunity for FSA to serve locally.
- Council agreed that the request to provide space warrants further exploration. Steve Elson, George Jolink and Joshua Lawrence will speak with Sarah Campbell, Executive Director of Ark Aid.

MOTION: That First-St. Andrew's United Church Council approves a conversation with Ark Aid Street Mission regarding the Out of the Cold program.

MOVED: By Paul Cooper, seconded by Kerry Hill. MOTION CARRIED.

10E Request to support a family from Afghanistan – Heather Locking-Cusolito, Joshua Lawrence

FSA members Massouma and Hamid have family members in Afghanistan and are looking for an organization to sponsor them to Canada.

Council discussed if there was another church or organization with expertise in sponsoring people to Canada we could partner with.

Linda Badke reported that she has spoken with the Cross Cultural Learner Centre and at this time leaving Afghanistan is difficult. Linda offered to go with the family to speak with Peter Fragiskatos, MP London North Centre.

10F Opening a conversation about developing committee leadership and succession planning – Steve Elson

This item was deferred to the October meeting of Council.

11.0 Reports and Topics for Discussion by Council

11A Fall Retreat Task Group – Steve Elson

A proposed agenda was circulated for the Retreat being held on October 27, 2021.

Council members were asked to email Steve Elson the names and emails of those attending from their committees and groups.

12.0 Reports and Topics for the Information of Council

12A Worship Committee – Jo Ann Silcox
Report accepted as circulated.

12B Mission and Outreach Committee – Barb Dalrymple
Report accepted as circulated.

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

12D Membership and Nurture Committee – Heather Locking-Cusolito
Report accepted as circulated.

12E UCW – Laurel Kenney

The UCW will be holding Fall Charity Sales on October 17, November 14 and December 5 in Proudfoot Hall. The sale of craft items and homemade preserves will support local and international charities.

13.0 Other Business

13A COVID Restrictions

As of September 22nd, Ontario Regulation 364 requires that any person over the age of 12 must show photo ID and proof of vaccination (or a document indicating a medical exemption) in order to attend any non-worship meeting or indoor gathering.

This information will be communicated to the congregation through the weekly e-blast.

13B Covenanting Service

The covenanting service for the Rev. Dr. Joshua Lawrence will be held on Sunday, October 24 at 4:00 pm. Joshua will be preaching.

14.0 Benediction

Pastor Joshua closed the meeting with a benediction.

The September 21, 2021 Meeting of Council was adjourned at 5:59 pm.

Steve Elson, Chair

Katherine Wonfor, Secretary