



**First-St. Andrew's United Church
COUNCIL MEETING
May 18, 2021
4:00 pm
Zoom Video Conferencing**

Present: Linda Badke, Barb Dalrymple, Steve Elson, Kerry Hill, George Jolink, Doug Jones, Laurel Kenney, Erich Knapp, Heather Locking-Cusolito, The Rev. Dr. David McKane, Bruce Moor, Merran Neville, Jo Ann Silcox, Heather Vouvalidis, David Wardlaw, Jackie Williams, Katherine Wonfor

Regrets: Allyson Watson

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

1.0 Invocation: The Rev. Dr. David McKane opened the meeting with prayer.

2.0 Acknowledgement of the traditional territory on which we are meeting

3.0 Review and Approval of Agenda

The following additions were requested to the Agenda:

9C Window Sonnets

10D Chair Lift to the Balcony

11D Membership and Nurture Report

11E Mission and Outreach Report

MOTION: That the Council Meeting Agenda of Tuesday, May 18, 2021 be approved with the above additions.

MOVED: By Linda Badke, seconded by Jo Ann Silcox. MOTION CARRIED.

4.0 Declaration of Conflicts of Interest

No Conflicts of Interest were declared.

5.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of April 20, 2021 be approved.

MOVED: By Jackie Williams, seconded by Merran Neville. MOTION CARRIED.

6.0 Correspondence

No correspondence was brought to the attention of Council.

7.0 Staff Report – David McKane

Planning is taking place for the Sunday services during the summer months.

The Rev. Dr. Joshua Lawrence will begin his ministry at FSA in September. Joshua will be arriving in London in August to begin his COVID quarantine period. The Worship Committee will invite Joshua to its June Zoom meeting. Erich Knapp and Joshua are having weekly Zoom meetings.

A covenanting service will be organized by the Antler River Watershed Region.

8.0 Business Arising from the Minutes

8A Church Administrator Position Description -- Bruce Moor

Bruce Moor thanked the members of Council who have provided feedback on the role of Church Administrator. M&P is discussing the position with staff and will be meeting with the Finance Committee for their input. Financial expertise is important to the role and M&P is exploring how it can be provided. Heather Vouvalidis has agreed to assist with the transition.

8B Planning for a Fall Retreat – Steve Elson

Steve Elson requested volunteers to assist with the planning for a fall retreat of Council members, staff and key volunteers. Kerry Hill, Merran Neville, George Jolink and Heather Locking-Cusolito offered to assist Steve.

The Rev. Dr. Joshua Lawrence will be asked to help with developing the program for the retreat.

It was suggested that the United Fresh Start program be discussed at the retreat and a decision made on which modules to undertake.

9.0 New Business

9A Approval of the Financial Review Reports for the Board of Trustees and Operations

The reviewed 2020 FSA Financial Statements and 2020 FSA Board of Trustees Financial Statements were circulated.

The 2020 FSA Board of Trustees Financial Statements have been approved by the Trustees at their May meeting and will be forwarded to the congregation for approval.

MOTION: That the reviewed 2020 FSA Financial Statements be approved by FSA Council and presented to the May 30, 2021 Annual Congregational Meeting for approval by the congregation.

MOVED: By Kerry Hill, seconded by Bruce Moor.

DISCUSSION:

- The reviewed financial statements will be posted to the FSA website for review by the congregation.
- The Clark Wilson Fund is not listed in the reviewed 2020 FSA Financial Statements under Restricted Funds – Music. Heather Vouvalidis will investigate and respond to Merran Neville.

MOTION CARRIED.

9B Donation of Trust Funds to Outreach Projects – Barb Dalrymple

With the completion of FSA's pledge to Camp Kee-Mo-Kee, the Mission and Outreach Committee has requested that donations from the trust funds be made to support local outreach projects.

It was requested that \$40,000 be designated 75% to Indwell and 25% to the Wright Dental Clinic for capital projects.

MOTION: That trust fund income of \$40,000 be donated to local outreach projects. \$30,000 to be donated to Indwell and \$10,000 to be donated to the Wright Dental Clinic for capital projects.

MOVED: By Barb Dalrymple, seconded by Merran Neville.

DISCUSSION:

- At its May meeting, the Board of Trustees approved a motion supporting these donations.
- The donations are possible due to a rebound of the markets and careful stewardship of the trust funds.
- The Trustees requested that the donations be designated for capital projects in the local community.
- The donations will be recognized by plaques at Indwell and the Wright Dental Clinic.
- Representatives of the recipient groups will be invited to a fall service to inform the congregation about how the funds have supported their projects.
- The Property Committee is looking at a number of capital projects and is working with the Board of Trustees to ensure funding is available for internal needs.

MOTION CARRIED.

Barb Dalrymple will prepare a note about the donations for the weekly e-blast.

9C Window Sonnets – Merran Neville

Robyn Marie Butt, FSA Writer in Residence, has written 29 sonnets to accompany the stories depicted in the stained-glass windows in the sanctuary. The sonnets were written over the course of 2020 and Robyn gives this book as her legacy to FSA. The sonnets have been previewed in Tidings.

The sonnets are being collected into a book. Quotes for printing are being obtained. The cost will be approximately \$2,200 for 200 copies. The suggested price of the book is \$20.

MOTION: That an expenditure of \$2,200 be approved for the printing costs of Window Sonnets.

MOVED: By Merran Neville, seconded by Jo Ann Silcox.

DISCUSSION:

- Finance will decide the best source of the expenditure.
- The book will be marketed through the weekly e-blast and Tidings, and promoted on the FSA website.
- Revenue from book sales will offset the printing costs.

MOTION CARRIED.

10.0 Reports and Topics for Discussion by Council

10A Finance Committee – Kerry Hill

The FSA Income Statement at April 30, 2021 and a report from the Church Administrator were circulated.

The 2021 budget includes the salary for the new Minister of Worship and Congregational Life.

The Music Committee is reviewing their expenses which have increased due to the use of soloists for virtual worship.

10B Annual Congregational Meeting Part 2 – Steve Elson

A draft agenda for the Annual Congregational Meeting Part 2 to be held May 30, 2021 was circulated.

The agenda items are:

- approval of the reviewed 2020 financial statements for church operations and the Board of Trustees

- recommendation from the Search Committee to call the Rev. Dr. Joshua Lawrence as Minister of Worship and Congregational Life

Kathryn Skelly will host the Zoom meeting and tabulate the electronic votes. As votes are tabulated one per logged in device, couples will be encouraged to view the meeting on separate devices so each can vote.

A post-meeting social time will be held.

10C Search Committee – Kerry Hill

The Search Committee is putting together a welcome to Canada package for the Lawrence family.

The weekly e-blast will include information about Joshua.

The Search Committee was thanked for their transparency while maintaining candidate confidentiality during the search process.

10D Chair Lift to the Balcony – Merran Neville

The Music Committee has discussed making the balcony more accessible. The Property Committee has received a quote of \$22,000 from Savaria to install a chair lift on the east balcony stairs.

Council discussed the proposed chair lift:

- the lift would travel up the stairs and around the corner of the landing
- the door at the top of the stairs would need to be removed
- the stairways are fire exits and approval from the fire marshal would be required before the installation of a chair lift
- improved accessibility would benefit the choir as well as those who like to sit in the balcony for services and events
- Property does not think that there will be any grant money available for this project

11.0 Reports and Topics for the Information of Council

11A Music Committee – Merran Neville

Report accepted as circulated.

11B Worship Committee – Jo Ann Silcox

Report accepted as circulated.

11C Planning Committee – Kerry Hill, Steve Elson

Report accepted as circulated.

George Jolink reported that Meals on Wheels is looking to expand their space at FSA. Currently MOW uses Farquhar House and the Fireside Room Kitchen. Property is exploring options for MOW, including the possibility of using office space on the second floor of St. Andrew's Hall.

11D Membership and Nurture Committee – Heather Locking-Cusolito

Report accepted as circulated.

11E Mission and Outreach Committee – Barb Dalrymple

The Grow A Row campaign is underway. Information and a donation form are available on the FSA website.

Donations can be made on-line to the White Squirrel Fundraiser.

12.0 Other Business

Council members shared what they are looking forward to in the summer months.

13.0 Benediction

The Rev. Dr. David McKane closed the meeting with a benediction.

The May 18, 2021 Meeting of Council was adjourned at 6:06 pm.

Steve Elson, Chair

Katherine Wonfor, Secretary