



**First-St. Andrew's United Church  
COUNCIL MEETING  
January 17, 2023  
7:00 pm  
Zoom Video Conferencing**

**Present:** Linda Badke, Paul Cooper, Steve Elson, Ardath Finnbogason-Hill, Kerry Hill, George Jolink, Laurel Kenney, David Knoppert, The Rev. Dr. Joshua Lawrence, Heather Locking-Cusolito, Jo Ann Silcox, David Wardlaw, Allyson Watson, Katherine Wonfor, Laura Wood

**Regrets:** Merran Neville, Jackie Williams

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 January meeting.

MOTION: That Ardath Finnbogason-Hill, representing the Music Committee, be allowed voting rights at the January 17, 2023 Council meeting.

MOVED: By Linda Badke, seconded by George Jolink. MOTION CARRIED.

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

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

**4.0 Reflection - Heather Locking-Cusolito**

Heather Locking-Cusolito offered a reflection on her five years as a member of Council. Heather expressed her appreciation for serving with Council chairs George Jolink, Steve Elson and David Wardlaw and having the opportunity to get to know other members of Council.

Heather recognized the energetic staff team at FSA.

Heather thanked the members of the Membership and Nurture Committee for their work on behalf of FSA.

Heather expressed concern regarding the capacity of the church to recruit members to leadership positions.

**5.0 Review and Approval of Agenda**

An addition was requested to the circulated Agenda:  
11B Motion from the Property Committee to liquidate old lawn equipment

MOTION: That the Council Meeting Agenda of Tuesday, January 17, 2023 be approved with the above addition.

MOVED: By Allyson Watson, seconded by Steve Elson. MOTION CARRIED.

## **6.0 Declaration of Conflicts of Interest**

Paul Cooper informed Council that as Chair of the Board of the Aeolian Hall Musical Arts Association he will not vote on matters regarding FSA's lease with the Aeolian El Sistema program.

## **7.0 Approval of Minutes**

MOTION: That the Council Meeting Minutes of December 20, 2022 be approved.

MOVED: By Heather Locking-Cusolito, seconded by Allyson Watson. MOTION CARRIED.

## **8.0 Correspondence**

A letter from David Manness regarding the Shopping Card program was circulated to Council.

The Shopping Card program is the largest fundraiser for the church. 2022 profits from the program have increased 25% over 2021. Further growth is possible and the Shopping Card team encourages Council to promote the program for the financial benefit of FSA.

## **9.0 Staff Report – Joshua Lawrence**

A Pastor's Report was circulated.

## **10.0 Business Arising from the Minutes**

### **10A El Sistema at FSA**

A written report was received from Jackie Williams, Co-chair Board of Trustees.

The Trustees have reviewed the proposed final draft of the legal agreement with Aeolian Musical Arts Association concerning the operation of the El Sistema program at FSA and endorse its adoption. I can attest to the careful attention to detail, time and expertise put in by many people to bring this agreement to a successful conclusion. We owe gratitude to them all, with a particular mention to George Jolink, and to John Eberhard who shepherded the process by bringing together the team who crafted the documentation over a short period.

George Jolink reported that other Aeolian programs, including the Pride Chorus, will be using space at FSA. El Sistema's first program day was January 15.

El Sistema provides its own custodial services. George has been available to offer support.

### **10B Public Health Mandates at FSA – David Wardlaw**

The current mask mandate was approved by Council at its November meeting and came into effect on November 20.

At the December 20, 2022 meeting of Council, a motion was approved that Council would review any public health mandates on a monthly basis.

MOTION: That the mask mandate introduced by Council on November 15, 2022 and extended on December 20, 2022 be extended. The mandate will be reviewed at the February 21, 2023 meeting of Council.

MOVED: By Heather Locking-Cusolito, seconded by Allyson Watson. MOTION CARRIED.

## 11.0 Items for Decision Making by Council

### 11A 2023 Budget – Laura Wood

Laura Wood presented the proposed 2023 budget to Council.

2022 results:

- Revenue, including givings and rental income, were stable in 2022
- Staff positions remained unfilled
- 2022 utility expenses increased \$10,000 over 2021
- Trust Fund support of \$100,000 was received, \$50,000 was required to cover the operating deficit
- The Board of Trustees is not asking that the remainder of the 2022 \$100,000 support be returned to the Trust Funds, the surplus will be used to help balance the 2023 budget

2023 budget:

- 3% decrease in revenue projected
- A full complement of staff is budgeted for: the Music Director starting April 1 and the Visitation Minister starting July 1
- Property has budgeted a 5% increase in expenses
- 2023 increase of \$10,000 for utilities is projected
- The United Church of Canada assessment is increasing by \$10,000
- El Sistema revenue in 2023 has been offset by \$10,000 of start-up expenses
- The projected 2023 deficit is \$198,083
- Trust Fund support of \$100,000 and a retained surplus of \$95,663 decreases the deficit
- In 2024 there will be no retained surplus

Council discussed revenue generation.

- The Planning Committee is exploring marketing FSA as a wedding venue
- It is suggested that rental rates be reviewed
- With the rising cost of utilities, Council discussed the need to explore a more efficient heating/cooling system. A capital campaign would be required to fund this project.

MOTION: To accept the 2023 budget as presented to Council. The budget will be brought to the January 29, 2023 Annual Congregational Meeting for approval.

MOVED: By Laura Wood, seconded by Paul Cooper.

DISCUSSION: As part of a government program for COVID relief, FSA received a loan of \$60,000. The \$40,000 repayable portion is due the end of 2023.

MOTION CARRIED.

### 11B Property Committee – George Jolink

A written report was circulated to Council from the Property Committee.

FSA employs a lawn service. The Property Committee recommends liquidating older garden equipment which is no longer needed. The elimination of an on-site storage shed will make room for 2 or 3 additional parking spaces.

MOTION: That the Property Committee liquidate older garden equipment no longer in use.

MOVED: By George Jolink, seconded by Steve Elson. MOTION CARRIED.

## 12.0 Reports and Topics for Discussion by Council

### 12A Policies and Procedures Manual Revision

Steve Elson, David Wardlaw and Kerry Hill have been working on the revised FSA Policies and Procedures manual. The Annual Congregational Meeting Part 1 being held on January 29 will focus

on the budget. It was suggested that the revised FSA Policies and Procedures manual be presented to the congregation for approval at the Annual Congregational Meeting Part 2 to be held in the spring.

### **12B Annual Congregational Meeting Part 1**

The Annual Congregational Meeting Part 1 will be held on January 29. The proposed Agenda was circulated.

Ark Aid will be serving lunch prior to the meeting. Goodwill donations will be accepted.

A member of El Sistema will perform a musical number.

Representatives from Meals On Wheels, Ark Aid and El Sistema have been invited to attend and celebrate their partnership with FSA.

The Annual Report will be posted to the FSA website.

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

### **13A Children's Coordinator Position**

Chris Lindsay has begun her work as the Children's Program Coordinator.

Pastor Joshua reported that the children are enthusiastic and having fun. Chris is working with Joshua to align worship and the church school.

### **13B Update on Search for Director of Music – Ardath Finnbogason-Hill**

A candidate for the Director of Music has come forward and Ardath Finnbogason-Hill reported that a Zoom interview, in-person meeting with the choir and staff and an organ recital have taken place.

### **13C Update on Pastoral Care Minister – Steve Elson**

Steve Elson reported that the FSA Community of Faith profile and the position description for a Pastoral Care Minister have been posted to ChurchHub.

The following members have offered to serve on the search committee: Ardath Finnbogason-Hill, Don Jones, Heather Locking-Cusolito, Susan McKane, Deanne Pederson, Kerry Hill. The Rev. Kerry Stover will be the Antler River Watershed Region representative on the committee.

MOTION: To approve the membership of the search committee for a Pastoral Care Minister.

MOVED: By Steve Elson, seconded by Paul Cooper.

DISCUSSION: Kerry Hill agreed to step down from the committee if there is an objection to him serving with his spouse.

MOTION CARRIED.

### **13D Slate of Nominees for Committees for 2023 – Steve Elson**

The slate of nominees for committee membership for 2023 was circulated. Please contact Steve Elson if there are changes.

Steve Elson will ask for nominations from the floor at the Annual Congregational Meeting.

### **13E Review of Fee Schedules – David Wardlaw**

David Wardlaw reported that fee schedules for weddings, funerals, event rentals, and parking have not been updated since 2017.

David has asked the Planning Committee, in consultation with Finance, Property, Ministry and Personnel and the staff, to co-ordinate a review and see if any changes should be made at this time.

Other churches will be asked to share their fee schedules.

#### **14.0 Other Business**

##### **14A Recognition of Departing Members of Council – David Wardlaw**

David Wardlaw thanked David Knoppert and Heather Locking-Cusolito for their many contributions to Council and FSA. We have all benefited from their presence.

#### **15.0 Benediction**

David Knoppert closed the meeting with prayer.

The January 17, 2023 Meeting of Council was adjourned at 8:50 pm.

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David Wardlaw, Chair

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Katherine Wonfor, Secretary