



**First-St. Andrew's United Church  
COUNCIL MEETING  
September 23, 2023  
3:12 pm**

**The Home of David Wardlaw – 34 Pinegrove Crescent, London, ON**

**Present:** Linda Badke, Steve Elson, Jan Hendry, Kerry Hill, The Rev. Anne-Louise Jannaway, George Jolink, Laurel Kenney, The Rev. Dr. Joshua Lawrence, Merran Neville, David Wardlaw, Allyson Watson, Katherine Wonfor, Laura Wood

**Regrets:** Paul Cooper, Glenna Hall, Jo Ann Silcox, Jackie Williams

The regular meeting of Council was called to order at 3:12 pm by David Wardlaw, Chair. A quorum was present.

**1.0 Welcome:** David Wardlaw welcomed Council to his home.

It is noted that Council meetings are open to all members of the congregation. If a guest would like time on the agenda, it should be pre-arranged.

**2.0 Invocation:** David Wardlaw opened the meeting with Mother Teresa's Anyway poem.

### **3.0 Review and Approval of Agenda**

MOTION: That the Council Meeting Agenda of Saturday, September 23, 2023 be approved.

MOVED: By Steve Elson, seconded by George Jolink. 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 June 20, 2023 be approved.

MOVED: By Merran Neville, seconded by Kerry Hill. MOTION CARRIED.

### **6.0 Correspondence**

A letter was received from Environment and Climate Change Canada to inform FSA that the final version of the federal recovery strategy for the chimney swift is now available. The report can be found at <https://species-registry.canada.ca/index-en.html#/consultations/2971>.

### **7.0 Staff Report – Joshua Lawrence**

A Pastor's Report was circulated.

During the month of August, the staff worked on programming for the coming months with a focus on inter-generational services and programs.

Technology problems continue to be an issue. It was recommended that Keystone Technologies be contacted to address the problems. The Finance Committee will work with the Ministry and Personnel and Property Committees to budget for required hardware needs.

## **8.0 Business Arising from the Minutes**

### **8A Establishing an Autonomous National Indigenous Organization within The United Church of Canada**

First-St. Andrew's yes vote on the remit to approve an amendment to the Basis of Union of The Manual establishing an autonomous Indigenous Church structure was sent by registered mail to the United Church offices in Toronto in June.

### **8B Multipoint plan to ameliorate projected operating budget deficits for 2023 and beyond – David Wardlaw**

A revised version of the multipoint plan to address a sustainable operating budget for the FSA community of faith that was adopted in principle at the May 16, 2023 meeting of Council was circulated.

- (i) The Shopping Card program is now listed separately as Point #4 given the constancy, profile and capacity for growth of the program.
- (ii) A fundraising working group has been formed with members Margo Christodoulou, Janice Elliott, Chris Fischer and Kerry Hill. Additional members are welcome.
- (iii) The Run FSA for A Day Campaign was approved in principle by Council in June 2023. Detailed implementation is pending further discussion. The campaign has been referred to the fundraising group for input.

### **8C Needs Assessment Study for Facilities Maintenance and Management, Custodial Services and Technical Support Services – David Wardlaw**

The formation of a working group to undertake a needs assessment for facilities maintenance and management was approved at the June 2023 Council meeting. Members of the group are Kerry Hill, George Jolink, David Wake and Chris Jackson, Sexton at Metropolitan United Church.

## **9.0 Items for Decision-Making by Council**

### **9A Plan to prepare for replacement of existing heating system and upgrade of HVAC in sanctuary and St. Andrew's Hall – George Jolink, Steve Elson**

A memo to Council and the Board of Trustees was circulated. It is proposed that a formal project be organized and undertaken to plan for and implement a new HVAC system for FSA. A project plan outlining the phases/stages of the project with go/no go decision points was presented.

MOTION: That the proposed plan as described in the memo circulated to Council September 23, 2023 be adopted and initiated as soon as feasible.

MOVED: By Steve Elson, seconded by Allyson Watson.

DISCUSSION:

- George Jolink has had conversations with other United Churches regarding their HVAC solutions.
- The current system is over 75 years old. The gas bill for the furnace is \$35,000 annually.
- The United Church has a granting program for green initiatives. Grants of up to \$30,000 are available
- A new system would include air-conditioning.
- The estimated cost of the project is \$300,000 to \$500,000. A congregational capital campaign would help fund the project.

MOTION CARRIED.

**9B Grant Application to Westminster College Foundation – Steve Elson**

Steve Elson requested approval to submit a grant application to Westminster College Foundation to fund audio equipment to enhance FSA's social media presence. The application deadline is October 1<sup>st</sup>.

A second application will be made to the United Church's Seeds of Hope granting program for the same purpose. The application deadline for Seeds of Hope is October 15.

MOTION: That First-St. Andrew's United Church submit grant applications to Westminster College Foundation and Seeds of Hope to fund audio equipment.

MOVED: By George Jolink, seconded by Kerry Hill. MOTION CARRIED.

**10.0 Reports and Topics for the Information of Council**

**10A Update on activities of the Stewardship Group – Steve Elson**

A draft plan for the fall Stewardship Campaign was circulated. Pledge forms will be distributed and due back to the church by Sunday, November 26.

A Christmas Appeal will take place during Advent. Steve Elson will communicate with the office to ensure envelopes are available.

**10B Finance Report – Laura Wood**

Laura Wood reported to Council.

- At August 31 there is an operating deficit of \$38,894.
- An anonymous donation of \$50,000 was received with \$20,000 designated to operating and \$30,000 designated to the Proudfoot Fund.
- Givings are \$7,000 above budget (this includes the \$20,000 anonymous gift).
- The CEBA loan (COVID relief) repayment of \$40,000 is due December 31, 2023. The repayment will impact cash flow.
- \$75,000 of the budgeted \$100,000 has been received from the trust funds.
- Rental income is above budget. Original Kids has returned as a renter.
- Unexpected expenses include repairs to the Atrium door, the repair of a sanctuary light, and boiler maintenance.

The deadline for 2024 budget submissions is October 31, 2023. The Finance Committee is planning on holding a town hall, possibly several, to address financial questions and concerns and solicit input.

**10C Council Leadership after January 2024 – David Wardlaw**

In absence of a chair-elect, Council discussed options for provision of leadership for Council after January 2024.

Currently the commitment for Chair of Council is 5 years; one year chair-elect, 2 years chair, 2 years past-chair.

David Wardlaw is willing to extend his term as chair if this is the wish of Council and the congregation.

Council discussed council leadership:

- 5 years is a significant time commitment.
- Council benefits from the different skills and gifts brought by those serving as chair.
- New members of FSA are not ready to serve as chair.
- The idea of a Vice-Chair or Associate Chair(s) who could assume lead responsibility on a subset of the Chair's current responsibilities was suggested.
- Council questioned if monthly meetings are required. Council Executive could meet in months Council does not meet. In order for the business of the church to keep moving, Council could have short meetings to address a specific issue and/or conduct votes on time sensitive motions by electronic means.

Council agreed that a re-visioning of FSA's governance structure is required.

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

### **11A Report from the Minister of Music – Chris Fischer**

A report from the Minister of Music was circulated to Council.

An inter-generational service will be held on Christmas Eve. Christmas music will be performed starting at 6:30 pm with the service beginning at 7 pm.

### **11B Meetings with other local United Churches – Joshua Lawrence, Steve Elson, David Wardlaw**

Fall meetings will be scheduled to continue discussions with representatives from Colborne Street, Dundas Street and Metropolitan United Churches.

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

## **13.0 Benediction**

The Rev. Annie Jannaway closed the meeting with prayer.

The September 23, 2023 Meeting of Council was adjourned at 5:11 pm.

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David Wardlaw, Chair

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Katherine Wonfor, Secretary