



**First-St. Andrew's United Church
COUNCIL MEETING
September 20, 2022
7:00 pm
Zoom Video Conferencing**

Present: Linda Badke, Paul Cooper, Steve Elson, Kerry Hill, David Knoppert, The Rev. Dr. Joshua Lawrence, Heather Locking-Cusolito, Merran Neville, Jim Silcox, Kathryn Skelly, David Wardlaw, Allyson Watson, Katherine Wonfor, Laura Wood

Regrets: George Jolink, Laurel Kenney, Jo Ann Silcox, 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 September meeting.

David Wardlaw welcomed Jim Silcox who is attending the September Council Meeting as the representative from the Worship Committee.

MOTION: That Jim Silcox, representing the Worship Committee, be allowed voting rights at the September 20, 2022 Council meeting.

MOVED: By Kerry Hill, seconded by Allyson Watson. **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 Summary of Minutes for Meeting Etiquette

A summary of the Minutes for Meeting Etiquette presented to Council during 2022 was circulated.

5.0 Reflection on "Where Are We"

David Wardlaw introduced a new element to Council meetings, a reflection on "Where Are We".

Pastor Joshua offered the inaugural reflection. Pastor Joshua reminded us we can be in a variety of places all at once, including one place geographically, another emotionally, another spiritually. Joshua expressed his gratitude to be in London as part of the FSA family. Joshua is enthusiastic for where FSA is going and how we can foster a diverse celebratory community of faith.

6.0 Review and Approval of Agenda

The following addition was requested to the Agenda:
12D Report from Finance – Laura Wood

MOTION: That the Council Meeting Agenda of Tuesday, September 20, 2022 be approved with the above addition.

MOVED: By Heather Locking-Cusolito, seconded by Linda Badke. **MOTION CARRIED.**

7.0 Declaration of Conflicts of Interest

No Conflicts of Interest were declared.

8.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of June 14, 2022 be approved.

MOVED: By Merran Neville, seconded by Heather Locking-Cusolito. MOTION CARRIED.

9.0 Staff Report – Joshua Lawrence

A Pastor's Report was circulated.

10.0 Items for Decision Making by Council

10A Report on Pastoral Care at FSA – Heather Locking-Cusolito

Heather Locking-Cusolito reported to Council on behalf of the Pastoral Care Task Group.

Thanks were extended to the members of the Pastoral Care Task Group: Heather Locking-Cusolito (Chair), Kerry Hill, Barbara Ridgewell, Jo Ann Silcox and Jackie Williams.

A report was circulated to Council. The report:

- Describes the process by which the Task Group undertook its study of pastoral care at FSA.
- Shares the definition of pastoral care developed by the Task Group.
- Describes past and present pastoral care resources in the congregation.
- Describes the age demographics of the congregation.
- Shares the findings of interviews with past and present ministers, and the leaders of the following volunteer teams and individuals providing pastoral care including - the Designated Lay Visitor, Lay Visitation, the Prayer Chain, and one member of the congregation who had experienced recent loss.
- Describes strengths and weaknesses in the current approach to meeting pastoral care.
- Describes pastoral care approaches at several other local United Churches.
- Shares the findings of a congregational survey designed to elicit pastoral care needs, willingness to participate as volunteers, a verbatim summary of the comments expressed regarding the need for pastoral care resources and a summary of interviews with people unable to complete the survey.
- Makes recommendations regarding how to meet the pastoral care needs of the congregation.

The Pastoral Care Task Group was unable to reach a consensus regarding a recommendation on how to best meet pastoral care needs at FSA. Three options were presented to Council:

1. Continue with the current approach of lay volunteer teams and Pastor Joshua
 2. Create a part-time paid pastoral care position
 3. Develop a full-time paid pastoral care position shared with two or more other United Churches
- The pros and cons for each option are listed in the report.

Council discussed the report from the Pastoral Care Task Group.

- While FSA's demographics show an aging congregation, Council acknowledged that pastoral care is important for all members of the congregation of all ages.
- Partnering with other United Churches was of interest, using the model of the new shared Youth and Young Adult Ministry.
- It was recommended that part of the role of a paid pastoral care position would be to train volunteers.
- When FSA was searching for a Minister of Worship and Congregational Life, the support of a pastoral care minister was included in the church's profile.

- The value of having an ordained minister providing pastoral care was discussed.
- Council considered the willingness of the congregation to support a paid position. The needs of the congregation must be prioritized when discussing finances.

The Pastoral Care Task Group was thanked for their many hours of work and the comprehensive report.

MOTION: That Council approve recruitment for a paid part-time position to provide pastoral care to the FSA community of faith, contingent on finding sustainable funding, on a position description approved by Ministry and Personnel, and on final approval by Council and the congregation.

MOVED: By David Knoppert, seconded by Kerry Hill.

DISCUSSION: A working group will be formed to plan for sustainable funding for the position. The option of partnering with another church will be considered.

MOTION CARRIED.

11.0 Reports and Topics for Discussion by Council

11A FSA Involvement in Providing a Shelter During Winter 2022-2023 – Joshua Lawrence

Pastor Joshua reported that he has been in conversation with Ark Aid regarding their program/shelter needs for winter 2022-2023. Ark Aid currently has a proposal before the City of London to fund four locations for winter support of the unhoused. Pastor Joshua will update Council when he hears more from Ark Aid.

Members of the community have contacted the FSA office offering their support to FSA for this project. Laura Wood reported that there is funding remaining from last winter's shelter program.

11B Workshop for Council and Staff October 4, 2022 – Steve Elson

A draft agenda for a Council and Staff Workshop to be held October 4, 2022 was circulated.

Prior to the workshop, Council members are asked to consider what is the major challenge facing FSA. The workshop will help set priorities for the church.

11C Children's Coordinator Position – Kerry Hill

Kerry Hill reported that a position description is being finalized for a Children's Coordinator. A selection committee is being recruited.

11D Director of Music Position – Merran Neville

Merran Neville reported that David Wardlaw has met with the search committee for a Director of Music. David and the search committee discussed the search to date and plans for the future. The committee has decided to wait until spring 2023 to re-advertise and re-launch the search. The responsibility for children's music programming will be removed from the job description. The members of the search committee were thanked for continuing to serve.

FSA is fortunate that Paul Merritt and Victoria Meredith have agreed to continue their interim roles leading the music program for the next 12 months.

12.0 Reports and Topics for the Information of Council

12A Book of Sonnets on the Stained Glass Windows – Merran Neville

Merran Neville reported that the book of Sonnets based on the Stained Glass Windows, a gift to FSA from writer-in-residence Robyn Marie Butt, has been printed. A launch of the book is planned for Sunday, October 23. The books will be sold for \$20 as a fundraiser for FSA.

12B Revised Policies and Procedures – Steve Elson

A draft of the revised Policies and Procedures was circulated along with a memo highlighting changes to the document.

Council was asked to review the documents and send comments to Steve Elson with a discussion to take place at the October Council meeting. The goal is to have the revised Policies and Procedures approved by the congregation at the January 2023 Annual Congregational Meeting.

12C Search for Nominee for Chair-Elect of Council – Steve Elson

Steve Elson, Heather Locking-Cusolito and Linda Badke, in consultation with Pastor Joshua, have been serving on the Nominating Committee. Ten people have been approached to consider serving as Chair-Elect of Council. If you know of anyone who may be interested in serving FSA in this role, please approach them or ask a member of the Nominating Committee for assistance. Steve will circulate a position description for Chair of Council.

12D Report from Finance – Laura Wood

A financial report to August 31 was circulated.

- Givings are \$2,600 behind budget
- Total revenue is behind 2021, but no government grants have been received in 2022
- Utility costs have increased 40% over 2021
- The deficit at August 31, 2022 is \$75,000 (at August 31, 2021 the deficit was \$85,000)
- At the end of September, projections to year-end will be made
- Committees will be asked to begin preparing their 2023 budgets in October

Laura Wood, David Manness and Pastor Joshua have met to discuss the fall stewardship campaign. Reflections on FSA from members of the congregation will be offered at Sunday services starting in October. The Finance Committee will develop a narrative budget to help drive the stewardship message.

13.0 Other Business

13A Council Meetings October, November and December

Council members agreed to continue meeting by Zoom in October, November and December 2022.

14.0 Benediction

Steve Elson closed the meeting with prayer.

The September 20, 2022 Meeting of Council was adjourned at 9:01 pm.

David Wardlaw, Chair

Katherine Wonfor, Secretary