



**First-St. Andrew's United Church
COUNCIL MEETING
January 19, 2021
4:00 pm
Zoom Video Conferencing**

Present: Linda Badke, Steve Elson, Jan Hendry, Kerry Hill, The Rev. Tom Hiscock, George Jolink, Doug Jones, Laurel Kenney, Erich Knapp, Heather Locking-Cusolito, Bruce Moor, Merran Neville, Heather Vouvalidis, Jackie Williams, Katherine Wonfor

Regrets: Jo Ann Silcox

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. Tom Hiscock opened the meeting with prayer.

2.0 Review and Approval of Agenda

The following additions were requested to the Agenda:

- 6D Designating May as Proudfoot Month
- 9E Music Committee Report
- 9F UCW

MOTION: That the Council Meeting Agenda of Tuesday, January 19, 2021 be approved with the above additions.

MOVED: By Linda Badke, seconded by Merran Neville. **MOTION CARRIED.**

3.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of December 15, 2020 be approved.

MOVED: By George Jolink, seconded by Merran Neville. **MOTION CARRIED.**

4.0 Correspondence

No correspondence was received for Council.

5.0 Staff Report – Tom Hiscock

The staff met on January 19. The discussion centred around the technology in place for staff work, meetings and worship.

Tom Hiscock has been in touch with David McKane. David is starting to think about his return to work. Bruce Moor reported that he received an email from David. David is considering beginning phone visits in February and hopes to resume other duties in March. Tom will work with David to facilitate his return to work on a schedule David is comfortable with.

6.0 Business Arising from the Minutes

6A Council Self-Assessment Survey – Steve Elson

Results from a Council Self-Assessment Survey were circulated. Steve Elson thanked the members of Council who responded.

- Council members approved of the length of meetings and day and time the meetings are held. It was recommended that Council ensure the time of meetings (4 pm) works for new Council members.
- It was suggested that topics for Council discussion be solicited from the congregation.
- When appropriate, topics may be referred to Committees for discussion and then the Committee Chair will report back to Council.
- “White papers” pre-circulated to Council with discussion points and scenarios to be considered would be helpful.
- The Search Committee has discussed churches who are growing. Growth happens when the Leadership Council delegates and gives others the opportunity to make decisions and innovate.

Council thanked Steve Elson for the opportunity to provide feedback and agreed that a yearly self-assessment survey will be useful.

The self-assessment will be shared with the congregation through the weekly e-blast.

6B Annual Congregational Meeting – Steve Elson

A draft Agenda for the Annual Congregational Meeting to be held January 31, 2021 at 1 pm was circulated.

The following edits were requested:

2.1 2020 (not 2019) Annual Congregational Meeting

8.1 Financial Statements at December 31, 2020 *prepared internally by the Finance Committee and the Administrator* be accepted as circulated.

Remove the word “audit” to read the “Review Engagement Report”.

8.2 The Board of Trustees report will be presented by Jackie Williams.

The Agenda will be posted to the FSA website.

Kathryn Skelly will host the Zoom meeting. The on-line voting function will be used.

6C Update on COVID-19 – George Jolink

A report from the Re-opening Task Group was circulated to Council.

- The building is closed to public use. Meals on Wheels, an essential service, has access to the building.
- Staff may access the building as required. Kathryn Skelly is in the office on Wednesdays.
- Virtual services will continue through a combination of onsite recording (small groups) and home recording to be edited for weekly distribution.
- The Gift Card program continues through curbside pickup or home delivery by David Manness.

6D Designating May as Proudfoot Month – Jackie Williams

At its December 15, 2020 meeting, Council approved the Proudfoot Society Policy.

To promote the Proudfoot Society and its benefits to FSA, the Board of Trustees requested that May be designated Proudfoot Month at FSA.

Legacy Sunday, to recognize end-of-life and memorial giving, is held the first Sunday in May.

MOTION: To designate May as Proudfoot Month at First-St. Andrew's United Church.

MOVED: By Jackie Williams, seconded by George Jolink. MOTION CARRIED.

7.0 New Business

7A Assessment of Council by the FSA Community of Faith

At the December 15, 2020 meeting of Council it was suggested that a survey be developed to receive congregational feedback on Council. Steve Elson asked for volunteers to develop the theme and focus of the survey which will offer the congregation an opportunity to communicate with Council. Heather Locking-Cusolito offered to work with Steve on the survey.

7B FSA 2021 Budget – Kerry Hill

Kerry Hill presented the proposed 2021 budget to Council.

- 2021 envelope and PAR givings are projected from the results of the Fall Stewardship Campaign.
- The Clark Wilson Fund, Elmer Butt Fund, and Terry Head Memorial Fund are now consolidated as the Music Fund. Music Fund support of \$3,600 is projected in 2021.
- Clark Fund support for continuing education is budgeted lower than in 2019 due to staff vacancies and COVID-19 shut-downs.
- Projected rental income is lower in 2021 due to COVID-19 restrictions. It is uncertain when FSA will be able to host events.
- Revenue from government grants is budgeted at \$20,000. This budget line includes support from the government loan program with a forgivable portion and a salary support program. The Finance Committee will continue to monitor government programs FSA may be eligible to benefit from.
- A deficit of \$119,000 is projected. Trust fund support of \$100,000 is budgeted, leaving a deficit of \$19,000.

MOTION: That the 2021 Budget be approved as presented.

MOVED: By Kerry Hill, seconded by Bruce Moor.

DISCUSSION:

- Expenses for the Search Committee have not been included in the budget.
- Mission and Service donations are a flow-through and are not shown in the operating budget. It was suggested that they be noted at the Annual Congregational Meeting.
- The 2020 surplus was due to staff vacancies.
- A Re-opening Celebration was suggested when appropriate in 2021. The celebration would provide the opportunity for the congregation to make a special gift.

MOTION CARRIED.

Kerry Hill and the Finance Committee were commended for developing a budget during these uncertain times.

7C An Invitation and Opportunity to Collaborate – Steve Elson

The Chair of the Siloam United Church Council has reached out to Steve Elson. Siloam would like to start a conversation regarding collaborating on youth ministry programs. Steve has spoken

with Allyson Watson, Chair of Christian Development, and Allyson is in favour of taking part in the conversation.

MOTION: That First-St. Andrew's United Church engage in a conversation with Siloam United Church regarding youth ministry opportunities for collaboration.

MOVED: By George Jolink, seconded by Merran Neville.

DISCUSSION: This is a preliminary conversation regarding sharing resources. FSA Council is not considering any staff changes. Staff will be included in the discussion when appropriate.

MOTION CARRIED.

8.0 Reports and Topics for Discussion by Council

8A Finance Committee – Kerry Hill

An Income Statement at December 31, 2020 and Finance Committee Report were accepted as circulated.

8B The Inviting Circle – Jo Ann Silcox

Deferred to February Council meeting.

9.0 Reports and Topics for the Information of Council

9A Search Committee – Kerry Hill

The Search Committee has met four times. The Committee has completed a SWOT analysis.

FSA's Community of Faith Profile has been posted to ChurchHub. Ministers looking for a call post their CVs to ChurchHub.

FSA will advertise in Broadview in print and on-line.

No closing date has been set to receive applications. When appropriate, the posting will be removed from ChurchHub.

9B Property Committee – George Jolink

Report accepted as circulated.

9C Mission and Outreach Committee – Jan Hendry

Report accepted as circulated.

The Mission and Outreach Committee is proposing that the six Sundays of Lent focus on homelessness and Indwell, a Christian charity that creates affordable housing for marginalized people.

MOTION: That Council approves the Lenten theme of homelessness with a focus on Indwell.

MOVED: By George Jolink, seconded by Jackie Williams.

DISCUSSION:

- Awareness and education will be the focus. Information about Indwell will be included in the weekly e-blast during Lent.
- The congregation will be made aware that financial contributions may be made to Indwell.
- A link to the Indwell website will be posted on the FSA website.

MOTION CARRIED.

9D Christian Development and Worship Committees – Jo Ann Silcox

Report accepted as circulated.

9E Music Committee – Merran Neville
Report accepted as circulated.

9F UCW – Laurel Kenney

The UCW is holding their annual virtual Phantom Tea. Please support the work of the UCW.

10.0 Other Business

Council members shared how they are staying active and healthy.

11.0 Adjournment

The Rev. Tom Hiscock closed the meeting with a benediction.

The January 19, 2021 Meeting of Council was adjourned at 5:56 pm.

Steve Elson, Chair

Katherine Wonfor, Secretary