



**Annual Congregational Meeting
Tuesday, March 20, 2018
Proudfoot Hall, 7:00 pm**

1.0 Invocation: The Rev. Michelle Down, Minister of Worship and Congregational Life, opened the meeting with prayer.

Michelle encouraged kindness, support and healthy conversation as we conduct the Annual Meeting.

The congregation expressed their appreciation to the staff team who provided a meal prior to the meeting.

2.0 Election of Chair and Secretary of Congregational Meeting

MOTION: That George Jolink be appointed Chair and Katherine Wonfor be appointed Secretary of the 2018 Annual Meeting.

MOVED: By Allyson Watson, seconded by Catherine Charlton. MOTION CARRIED.

Declaration of Voting Rights of Those Present

MOTION: To extend the right to vote to adherents and youth at the 2018 Annual Congregational Meeting, according to the provisions of the United Church of Canada Manual and the Policy and Procedures Manual of First-St. Andrew's United Church.

MOVED: By Kerry Hill, seconded by Joan Bancroft. MOTION CARRIED.

3.0 Welcome

George Jolink, Chair of Council, welcomed the congregation to the Annual Meeting. George expressed his appreciation to the congregation and staff for their dedication and commitment to FSA. The Annual Report demonstrates a busy community where Faith, Service and the Arts defines our identity and purpose. FSA is looking toward the future as we continue to be a strong and vibrant presence.

4.0 Approval of Minutes of 2017 Annual Congregational Meeting

MOTION: That the minutes of the 2017 Annual Congregational Meeting be approved.

MOVED: By Merran Neville, seconded by Mike Bancroft. MOTION CARRIED.

Approval of Agenda

The following item was requested to be added to the circulated agenda:

7.1 Procedure for responding to disruptions during worship services

MOTION: To approve the Agenda of the 2018 Annual Meeting of the Congregation with the addition listed above.

MOVED: By Ann McPhail, seconded by Kerry Stover. MOTION CARRIED.



5.0 Ad Hoc Planning Committee

Steve Elson, Chair of the Ad Hoc Planning Committee, reported to the meeting. Steve referred the congregation to the Committee's report in the Annual Report. Steve thanked the congregation for their on-going support and engagement.

Kathryn Patton reported on the Community Round Table on Music and the Arts. There are opportunities for FSA to be a place where the arts can flourish, and where we build relationships within the arts community.

Michelle Down reported that a Community Round Table focused on Faith will be held on April 4, 2018. Clergy and congregational leaders from the churches of Middlesex Presbytery have been invited. The Round Table will explore opportunities for congregations to collaborate and support one another.

Under the leadership of Barrie Evans, FSA was successful in securing a project grant for \$30,000 from the City of London for the design and implementation of a community garden. Students from the Environmental Design and Planning Program at Fanshawe College have submitted designs for the garden. The congregation was asked to look at the six plans displayed and offer feedback.

Steve remarked that these are exciting times and by working together we can realize a future that builds on our strengths in terms of Faith, Service and the Arts.

6.0 Committee Reports

6.1 Finance Committee

Kerry Stover, Chair of the Finance Committee, reported to the Annual Meeting.

The 2017 unaudited financial statements are with the auditor and will be presented to the congregation at a later date. Kerry thanked Heather Vouvalidis, Church Administrator, and Dale Pettit for their work on this annual financial review.

Unaudited 2017 results show a surplus of \$6,441. Thanks were extended to the congregation for their generous support and the committees for being prudent with their spending.

Kerry presented the 2018 budget describing how FSA spends our resources faithfully in support of Faith, Service, and the Arts. The circulated budget with notes shows a surplus of \$50 for 2018.

MOTION: To accept the 2018 Budget for First-St. Andrew's United Church as presented.

MOVED: By Kerry Stover, seconded by Bob Swartman.

DISCUSSION: The salary for the position of Visitation Minister is budgeted to September 30, 2018. The Ministry and Personnel Committee is currently reviewing this position and will bring a recommendation to Council and the congregation.



MOTION CARRIED.

MOTION: To appoint Mark A. Wales, Chartered Accountants as the Firm of Record for the Review Engagement Audit Report of First-St. Andrew's United Church for 2018.

MOVED: By Kerry Stover, seconded by John Eberhard. MOTION CARRIED.

Thanks were extended to Kerry Stover for leading the Finance Committee during the past year.

6.2 Board of Trustees

John Eberhard, Co-Chair, Board of Trustees, reported to the Annual Meeting. John referred the congregation to the Trustees report published in the Annual Report.

The Board of Trustees ended 2017 with assets under management evaluated at \$4,349,720. The Proudfoot Legacy Restricted Trust Fund which generates annual revenues designated for church operations is set at \$2,500,000.

John thanked the Finance Committee for their collaboration with the Trustees, and the Property Committee for their stewardship of the buildings.

MOTION: WHEREAS the Congregation of First-St. Andrew's United Church approves a resolution in respect of this matter at the Annual General Meeting to be held on March 20, 2018 that:

- a. Directs the Board to carry only the insurance in Ecclesiastical Insurance Co. comprehensive policy #0102687F insuring buildings, contents, stained glass, organ, and other property;
- b. Acknowledges that the limits in such insurance policy or policies may be less than the full replacement cost of the buildings insured under the attached policy or policies;
- c. Releases the Trustees of the First-St. Andrew's United Church congregation from any obligation to maintain insurance coverage with higher limits than that provided in the Policy and agrees to indemnify and save harmless the Trustees of the said congregation for all claims with respect to such obligation.

(The insurance policy is maintained by the Church Administrator and may be found and reviewed in the Church Office.)

MOVED: By John Eberhard, seconded by Allyson Watson. MOTION CARRIED.

6.3 Property Committee

George Jolink reported on behalf of the Property Committee.

The Committee had been working on raising funds for an exterior electronic LED sign. Unfortunately, we have learned of a change to the City of London bylaws (passed May 2017) that prohibits illuminated electronic signage in the Historic West Woodfield Heritage District. The Property Committee recommends that money raised for this project (approximately \$9,000) be redirected to another capital project. Projects being



considered are: projection in the sanctuary, electronic messaging for the Atrium entrance, and the community garden project.

6.4 Ministry and Personnel Committee

Bruce Moor presented the revised Ministry and Personnel Statement of Policies and Procedures to the meeting.

MOTION: That the revised Ministry and Personnel Statement of Policies and Procedures be approved; with its revisions on refining the hiring process and the creation of the Roll Clerk position.

MOVED: By Bruce Moor, seconded by Jane Westmorland. MOTION CARRIED.

6.5 UCW

Helen Guthrie reported to the Annual Meeting on behalf of the UCW.

The national UCW child poverty reduction advocacy initiative, "Bread Not Stones", continues to be a focus of the FSA UCW. The UCW is working with Beth Emanuel Church to help meet the needs of children in London.

Helen thanked the congregation for their support of UCW initiatives.

6.6 Nominating Committee

George Jolink presented the report of the Nominating Committee.

A slate of candidates for 2018 committee membership was printed in the Annual Report.

The following additions were requested:

Worship Committee – add Allyson Watson

Finance Committee – add Kerry Stover

Mission and Outreach Committee – add Linda Badke

MOTION: That the report of the Nominating Committee be accepted with the above additions.

MOVED: By Margo Christodoulou, seconded by Steve Elson. MOTION CARRIED.

MOTION: That Kerry Hill be named Treasurer of First-St. Andrew's United Church for 2018.

MOVED: By Mike Bancroft, seconded by Jim Silcox. MOTION CARRIED.

George thanked the many people who serve on the committees at FSA.

6.7 Adoption of Committee Reports

MOTION: That the Committee Reports as published in the 2017 Annual Report be adopted.

MOVED: By Margo Christodoulou, seconded by Jan Hendry. MOTION CARRIED.



7.0 Other Business

7.1 Procedure for responding to disruptions during worship services

Jane Westmorland presented a procedure for responding to disruptions during worship services. This procedure was developed due to other congregations in London having experienced incidents. The purpose of the procedure is to protect the staff and congregation. Input from the London Police was sought. Each Sunday a staff support person will be identified in the bulletin to lead the response to any disruption.

MOTION: To adopt the procedure for responding to disruptions during worship services.
MOVED: By Jane Westmorland, seconded by David Wake. MOTION CARRIED.

7.2 Mission and Outreach Committee

MOTION: That the name of the Mission Outreach and Environment Committee of Council be changed to the Mission and Outreach Committee.
MOVED: By Jan Hendry, seconded by Linda Badke. MOTION CARRIED.

8.0 Recognition of Volunteers

FSA pins were presented to committee members who completed their terms in 2017. George Jolink thanked all volunteers for their commitment to First-St. Andrew's.

9.0 Benediction: The Rev. Michelle Down closed the meeting with a benediction.

MOTION: That the 2018 Annual Congregational Meeting be adjourned at 8:56 pm.
MOVED: By Bruce Moor. MOTION CARRIED.