



**Annual Congregational Meeting
Wednesday, May 31, 2017
Proudfoot Hall, 6:30 pm**

1.0 Invocation: The Rev. Michelle Down opened the meeting with prayer.

2.0 Election of Chair and Secretary of Congregational Meeting

MOTION: That Bob Swartman be appointed Chair and Katherine Wonfor be appointed Secretary of the 2017 Annual Meeting.

MOVED: By Allyson Watson, seconded by David Manness. MOTION CARRIED.

Declaration of Voting Rights of Those Present

MOTION: To extend the right to vote to adherents and youth at the 2017 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 June McKay, seconded by Barbara Plante. MOTION CARRIED.

3.0 Welcome

Bob Swartman, Chair of Council, welcomed the congregation to the Annual Meeting.

Bob highlighted some of accomplishments and challenges faced over the past year.

- A renewal process is being led by the Planning Committee and a steady stream of reports and questionnaires emanating from committees are engaging the congregation.
- FSA welcomed Terry Head our new Director of Music.
- Brenda McManus resigned as Church Administrator. Thanks to Dale Pettit who stepped in to keep our financial house in order. Heather Vouvalidis was hired as the Church Administrator in January.
- Bob thanked the many volunteers who share their gifts to serve FSA and our community.
- Appreciation was expressed to the staff who provide support and spiritual leadership to a dynamic congregation.
- Bob encouraged FSA to continue our outreach and extend a welcome to our neighbouring Christian churches and people of other faiths.

4.0 Approval of Minutes of 2016 Annual Congregational Meeting

MOTION: That the minutes of the 2016 Annual Congregational Meeting be approved.

MOVED: By Allyson Watson, seconded by Pat Pettit. MOTION CARRIED.

Approval of Agenda

MOTION: To approve the Agenda of the 2017 Annual Meeting of the Congregation.

MOVED: By Mike Bancroft, seconded by Allyson Watson. MOTION CARRIED.



5.0 Ad Hoc Planning Committee

Steve Elson, Chair of the Ad Hoc Planning Committee, addressed the meeting. The Ad Hoc Planning Committee has undertaken an engagement process with the congregation of FSA to help define what the future could be in light of important and deep changes taking place within and outside the church. Five different future scenarios were developed by the committee and members of the congregation were invited in several different ways to provide their comments. Steve thanked all who have contributed to the planning process and expressed their hopes and concerns for FSA. Defining the future of FSA needs to include a vision of what FSA could become. People need to see themselves and others as part of a future that is dynamic and vibrant. FSA has a rich history but its future has yet to be written.

Based on the feedback received the Committee thinks there is an emerging consensus regarding the future of FSA.

In the future FSA could evolve to become recognized as being a church and community meeting place that reaches out to offer a wide range of programs and services that attract different groups and members of the community – programs offered both inside and outside the church facility in collaboration with other groups and organizations. These programs and services could be designed to: work in service to others and build community through social action and partnerships; nurture spiritual growth and development; and, celebrate life through music and the arts.

The intent of the Ad Hoc Planning Committee is to determine whether the emerging vision as described is widely supported. If it is then the Committee will be in a position to continue its work by organizing the implementation planning phase of this process.

The congregation expressed their appreciation to the members of the Ad Hoc Planning Committee.

6.0 Committee Reports

6.1 Finance

Dale Pettit, Co-Chair of the Finance Committee, reported to the meeting.

Dale welcomed Heather Vouvalidis in her new role of Church Administrator and thanked Jim and Jo Ann Silcox for the support they have provided to the Finance Committee.

Financial results for 2016 were presented. A surplus of \$3,289 at December 31, 2016 was reported.

MOTION: To accept the Financial Statements of First-St. Andrew's United Church as at December 31, 2016 as presented, including the Review Engagement Report appended thereto signed by Mark A. Wales, Chartered Accountant.

MOVED: By Dale Pettit, seconded by Allyson Watson. **MOTION CARRIED.**



MOTION: To appoint Mark A. Wales, Chartered Accountant as the Firm of Record for the Review Engagement Report of First-St. Andrew's United Church for 2017.

MOVED: By Dale Pettit, seconded by Barb Dalrymple.

DISCUSSION: FSA changed accountants in 2017 due to the retirement of Gary Mason. Mark Wales has taken over the firm.

MOTION CARRIED.

Dale presented the budget for 2017. It was reported that givings have been decreasing and trust fund assistance to balance the budget is increasing.

MOTION: To accept the 2017 Budget for First-St. Andrew's United Church as presented, which results in a deficit of \$156,383 before assistance from Trust Funds and UCW (a net deficit of \$6,483 after the assistance of \$149,900 from the Trust Funds and UCW).

MOVED: By Dale Pettit, seconded by Doug Jones.

DISCUSSION: The budget includes funding for the position of Visitation Minister to the end of August 2017. Council continues to discuss the future of this position.

MOTION CARRIED.

The congregation discussed the position of Visitation Minister.

- Members of the congregation requested an opportunity have input on the future of the position.
- More information about the position of Visitation Minister was requested, including: the duties of the position, its function in the staff team, its role in fulfilling the mission of FSA, and the cost of the position.
- Discussion has taken place at Council and Council Executive regarding the position. At a meeting on May 29, 2017 Council Executive resolved that a three month study be undertaken to determine what pastoral care and visitation is currently being done. Council Executive will meet to discuss the results of the study.

MOTION: That after Council Executive meets the congregation be included in the decision making process regarding pastoral care.

MOVED: By Barb Dalrymple, seconded by Joan Bancroft.

MOTION CARRIED WITH OPPOSITION.

MOTION: That the time frame for the congregation to have information be before the end of August 2017.

MOVED: By Doug Jones, seconded by Barbara Plante.

DISCUSSION: Council has the discretion to amend the budget and continue to fund the position past August 2017.

MOTION CARRIED.

6.2 Board of Trustees

David Manness, Co-Chair, Board of Trustees, reported to the Annual Meeting.

WHEREAS the United Church of Canada requires that if a Trustee resigns during the course of his or her term, the resignation is not effective nor does he or she avoid the



fiduciary responsibilities of membership on the Board until the congregation of the pastoral charge accepts the resignation.

MOTION: To accept the resignation of Beth Bailey from membership on the Board of Trustees.

MOVED: By David Manness, seconded by Steve Elson. MOTION CARRIED.

On behalf of the Board of Trustees, David thanked Beth Bailey for her contributions.

WHEREAS the United Church of Canada, through London Conference and Middlesex Presbytery, recommends that local congregations annually approve a resolution pertaining to the protection and release of the Board of Trustees in respect of the insurance amounts;

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 May 31st, 2017 that:

- directs the Board to carry the insurance in ***Ecclesiastical Insurance Co. comprehensive policy #0102687F*** insuring the buildings, contents, stained glass, organ and other property,
- 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;
- 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 David Manness, seconded by Jane Hill. MOTION CARRIED.

David referred the congregation to the Trustees report published in the Annual Report.

- It was a good year for investments in the Trust Funds growing by 6.1%, thus establishing a 5.0% compound annual growth rate over the past 8 years. Currently, 38 to 40% of our investments are in a balance of Canadian and US equities and are well positioned for future growth in the markets, as that happens.
- For the second year in the Trustees Annual Report, we described the new Proudfoot Legacy Fund that was approved at the November 2015 Council meeting, to replace the prior CAP system. As co-author, along with Finance, David Manness encourages you to read and address any questions to him in person or by email. This Proudfoot Legacy Fund has 2 components: a restricted fund that is the 'factory' used to generate the annual income required for church operations (currently \$2,500,000 based on a 4% annual return) and an unrestricted fund containing the balance, to be used primarily for capital projects as approved by Council. No expenditure of \$100,000 or more however, can be made without congregation approval. This new system of trust



fund management will serve us well given today's times of requiring Trust Fund income for operational purposes.

- Finance is dependent on \$143,400 from Trust Fund income for 2017 church operations. That is not all of the money however that Trust Funds provide to the church. There is another \$37,000 for capital expenses to cover the insurance deductible (\$5,000) for the July 1, 2016 break-in and the remainder for a new balcony railing, Farquhar House partial roofing and exterior painting. These are already approved and committed expenses by Trustees, Finance and Council. That totals \$180,000. We are also informed of another potential \$75,000 in expenses for the new electronic sign (\$25,000) and improvements to the Fireside Room (\$50,000) that are yet to be requested approval. If approved, that would total \$255,000.
- We are a very blessed church to be in great financial health. Safeguards, like the Proudfoot Legacy Fund, are thoughtfully in place allowing us to invest, grow and use the legacies that the church has graciously received through bequests. Continue to respect this approach to good financial management and look to your Finance Committee and Board of Trustees to give you good financial guidance for the years ahead.

6.3 UCW

Laurel Kenney reported on behalf of the UCW.

- The UCW is celebrating its 55th anniversary in 2017. At a service on January 22, 2017 charter members of the UCW were honoured and the National UCW President, Nancy Sutherland, was the guest preacher.
- Members of the FSA UCW are offering leadership to Bread Not Stones, a national project to address child poverty.

Laurel thanked the congregation for their support of UCW initiatives.

The FSA UCW was congratulated on being the top UCW contributor to the Mission and Service Fund in the London Conference.

6.4 Nominating Committee

Jo Ann Silcox, Chair of Nominating, presented the report of the Nominating Committee. Jo Ann thanked the volunteers and the staff who work together for FSA.

A slate of candidates for 2017 committee membership was circulated.

MOTION: That the report of the Nominating Committee be accepted as circulated.

MOVED: By David Manness, seconded by Jim Silcox.

DISCUSSION: Some committees have vacancies, and there are no volunteers for the Stewardship Committee. If you feel you can share your gifts please contact Nominating or the Chair of the Committee you are interested in.

MOTION CARRIED.



6.5 Adoption of Committee Reports

MOTION: That the Committee Reports as published in the 2016 Annual Report be adopted.

MOVED: By David Manness, seconded by Mary Ellen Gustafson. MOTION CARRIED.

7.0 Recognition of Volunteers

FSA pins were presented to committee members who completed their terms in 2016. Jo Ann Silcox thanked all volunteers for their commitment to First-St. Andrew's.

Dale Pettit was recognized for the significant work he undertook during the absence of a Church Administrator and the recruitment of new staff.

8.0 Other Business

Bob Swartman announced that he is stepping down as Chair of Council. The congregation expressed its gratitude to Bob for his contributions to FSA.

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

MOTION: That the 2017 Annual Congregational Meeting be adjourned at 7:54 pm.

MOVED: By Allyson Watson. MOTION CARRIED.