



**First-St. Andrew's United Church
COUNCIL MEETING
February 16, 2016
Proudfoot Hall, 7:00 pm**

Present: Linda Badke, Audrey Coulthard, Michelle Down, John Eberhard, Doug Gonder, Harold Jackson, Laurel Kenney, Brenda McManus, Paul Merritt, Bruce Moor, Jo Ann Silcox, Kerry Stover, Bob Swartman, Heather Vouvalidis, Allyson Watson, Jane Westmorland, Katherine Wonfor

Regrets: Paul Cooper, Tara Gonder, George Jolink, Bill Knowles, Jean Knowles, David Manness

The regular meeting of Council was called to order at 7:00 pm by Jo Ann Silcox, Chair. A quorum was present.

1.0 Invocation: The Rev. Michelle Down led Council in A Covenant of Faithful Leadership.

2.0 Welcome Remarks from the Chair: Jo Ann Silcox welcomed Council members to the February meeting of Council.

3.0 Approval of Agenda

MOTION: That the Council Meeting Agenda of Tuesday, February 16, 2016 be approved.
MOVED: By Allyson Watson, seconded by Doug Gonder. Motion carried.

4.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of January 19, 2016 be approved.
MOVED: By Allyson Watson, seconded by Bob Swartman. Motion carried.

5.0 Business Arising from the Minutes

5.1 Annual Meeting of the Congregation

The Annual Meeting will be held on February 21, 2016.

- It has been requested that the budget be voted on by secret ballot.
- It was suggested that conversations at the Annual Meeting concerning the staffing for a new Director of Music and support of the Mission and Service Fund be held before the budget is presented for approval as these decisions affect the finances of the church.
- A slate of candidates for the search committee for the position of Director of Music will be presented.

6.0 Committee Reports

6.1 Christian Development – Allyson Watson

Written report circulated.

The Sunday service will be held at Camp Kee Mo Kee on June 5th. All are encouraged to attend.

6.2 Communications and Marketing – Doug Gonder

No report.

6.3 Finance – Harold Jackson

Financial reports at January 31, 2016 were circulated.

Upgrades are required for the audio controls software and gooseneck microphones used in the sanctuary.

MOTION: That Capital Requisition 2016-001 regarding the sound system upgrade at an estimated cost of \$3,100 be approved.

MOVED: By Harold Jackson, seconded by John Eberhard. Motion carried.

The sanctuary lighting dimmer system was damaged by an electrical storm and due to its age replacement parts are unavailable. A proposed new dimmer system will be compatible with LED lights.

MOTION: That Capital Requisition 2016-002 regarding a new dimmer board which is LED compatible at an estimated cost of \$26,000 be approved.

MOVED: By Harold Jackson, seconded by Doug Gonder. Motion carried.

In preparation for the Annual Meeting a Narrative Budget for 2016 was circulated. The Finance Committee requested that if the budget is defeated at the Annual Meeting the budget be sent back to Finance for revision with the recommendations received from the congregation. A meeting of the congregation would then be called to approve the revised budget.

6.4 Membership and Nurture – Audrey Coulthard

Written report circulated.

- Posters are available promoting the pilot project “The Lunch Bunch” starting on March 8th.
- Renewals and new subscribers for The Observer are being managed by Audrey. Envelopes have been placed in the mail boxes.
- The Membership Roll is being updated. All members and adherents of the congregation are encouraged to fill out and submit the form.

6.5 Ministry and Personnel – Bruce Moor

Bruce reported on the February 7 consultation with the congregation regarding the position of Director of Music.

- 100 people attended and provided input for the future of the music program
- the position of Director of Music is an important leadership role, music is a fundamental plank of FSA
- from congregational input received it is recommended that the position continue as full time in order to attract a qualified candidate and continue the breadth of programming offered

A revised position description for the Director of Music was circulated to Council.

- It was suggested that under qualifications “Familiarity with a tracker action, three manual, pipe organ is essential.” Be revised to read “*Professional* familiarity with a tracker action, three manual, pipe organ is essential.”
- Recommendations from the Royal Canadian College of Organists will be used when setting the salary.

MOTION: To approve the position description for the Director of Music with the above revision.

MOVED: By Bruce Moor, seconded by Allyson Watson. Motion carried.

MOTION: To advertise the position of Director of Music as full time.

MOVED: By Bruce Moor, seconded by John Eberhard.

DISCUSSION: Budget concerns need to be considered before the job is offered to a candidate.

MOTION CARRIED.

The search committee will be approved at the Annual Meeting of the Congregation. The slate of candidates includes Barb Plante (M&P, Bells), Stephen Adams (Worship), Sonja Gustafson (CD), Linda Kennedy (Choir), Stuart Eberhard (Congregation), and the Rev. Michelle Down (ex-officio).

6.6 MOE – Linda Badke

Written report circulated.

MOE requested clarification if a levy on fundraising would be in effect in 2016. Brenda McManus reported that the 2015 levy applied to the golf tournament and not to other MOE fundraising. The 2016 budget reflects an administrative assessment be charged on fundraisers. A \$1500 levy from MOE has been budgeted.

6.7 Music – Paul Merritt

- Over \$1200 was raised for the operating fund at the Bluegrass Hootenanny and Luncheon.
- Lenten noon recitals begin February 19th with the Laudamus Bells.

6.8 Nominations

No report.

6.9 Property – Heather Vouvalidis

Written report circulated.

6.10 Stewardship

Written report circulated.

6.11 Trustees – John Eberhard

The Trustees will report to the congregation at the Annual Meeting and will respond to any questions regarding the establishment of the Proudfoot Legacy Fund.

6.12 Worship – Jane Westmorland
Written report circulated.

The Worship Committee encourages all those who are going to use the microphone to attend a rehearsal before church.

7.0 Group Reports

7.1 Presbytery

Council members were asked to keep Middlesex Presbytery in our prayers.

7.2 UCW – Laurel Kenney

The World Day of Prayer service will be held on March 4th at the Community of Christ Church. The service has been written by the women of Cuba.

A presentation by Salthaven Wildlife Rehabilitation and Education Centre will be held on March 16th. All are welcome.

7.3 Staff – Michelle Down, Brenda McManus, Paul Merritt

- Michelle asked that Council members be a presence of calm and support and encourage healthy conversation at the Annual Meeting.
- During Lent a focus of the services will be the work of the Truth and Reconciliation Commission.
- Michelle will be making home visits during Lent. If you know of someone who would like a visit please contact Michelle.

8.0 New Business

8.1 Planning Committee – Bob Swartman

MOTION: That FSA establish an ad hoc Planning Committee to review the comments put forward at the various Town Hall meetings in the past year. This will entail review of our resources (people and property) and make recommendations for a plan to implement the comments to improve the FSA community in order to carry forwards its Mission Statement.

MOVED: By Bob Swartman, seconded by Laurel Kenney.

DISCUSSION: The committee will explore short term planning as well as longer term strategic planning.

AMENDMENT TO MOTION: That FSA establish an ad hoc Planning Committee to review the comments put forward at the various Town Hall meetings in the past year. This will entail review of our resources (people and property) and make recommendations for a plan to implement the comments to improve the FSA community in order to carry forwards its Mission Statement. *The ad hoc Planning Committee will report to Council Executive.*

MOVED: By Allyson Watson, seconded by John Eberhard.

MOTION CARRIED.

Council members expressed their appreciation to Jo Ann Silcox for leading Council for the past 3 years.

The Rev. Michelle Down closed the meeting with prayer.

The meeting was adjourned at 8:32 pm.

Jo Ann Silcox, Chair

Katherine Wonfor, Secretary