



**First-St. Andrew's United Church
COUNCIL MEETING
June 21, 2016
Proudfoot Hall, 7:00 pm**

Present: Audrey Coulthard, Barbara Cunningham, Barb Dalrymple, Michelle Down, Doug Gonder, Tara Gonder, George Jolink, David Knoppert, David Manness, Paul Merritt, Bruce Moor, Merran Neville, Dale Pettit, Kerry Stover, Bob Swartman, Allyson Watson, Jane Westmorland, Katherine Wonfor

Regrets: Linda Badke, John Eberhard, Laurel Kenney, Bill Knowles, Jean Knowles, Jo Ann Silcox

The regular meeting of Council was called to order at 7:00 pm by Bob Swartman, 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: Bob Swartman welcomed Council members to the June meeting. Bob introduced Dale Pettit the new Church Treasurer and Merran Neville incoming Chair of Music.

3.0 Approval of Agenda

MOTION: That the Council Meeting Agenda of Tuesday, June 21, 2016 be approved.
MOVED: By Allyson Watson, seconded by Jane Westmorland. Motion carried.

4.0 Approval of Minutes

MOTION: That the Council Meeting Minutes of May 17, 2016 be approved.
MOVED: By Allyson Watson, seconded by Doug Gonder. Motion carried.

5.0 Correspondence

None received.

6.0 Committee Reports

6.1 Christian Development – Allyson Watson
Written report circulated.

6.2 Communications and Marketing – Doug Gonder
Written report circulated.

The Amabile Men's Choir will be holding a rehearsal at FSA during Doors Open on October 1, 2016.

6.3 Finance – Dale Pettit

Written report circulated.

6.4 Membership and Nurture – Audrey Coulthard

The Pride Parade will be held on July 24th. FSA will be serving hotdogs and lemonade on the lawn with SOUP (Southern Ontario Ukulele Players) entertaining.

Please encourage everyone to check their church mailboxes.

As part of a Welcoming Committee initiative two park benches will be placed on the lawn of the church.

6.5 Ministry and Personnel – Bruce Moor

In an effort to understand the administrative duties of the church Bruce Moor has been meeting with Kerry Stover and Dale Pettit. The role of Church Administrator is complex and includes banking, payroll and accounts payable as well as the support of church activities and fundraisers. It is recommended that activities be reviewed and the work involved by the church office be considered. As FSA looks at staffing levels, it may be necessary for volunteers to take on some of the tasks formerly performed by staff.

M&P is proposing to retain a full time position for administrative duties with expertise in financial management and with some responsibility for reception/front office duties, and a half time administrative assistant. Council members were asked to provide input on this plan directly to Bruce.

MOTION: That during the summer months the Executive of Council be given authority to approve job descriptions prior to them being posted.

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

Thanks were expressed to the members of the Ministry and Personnel Committee.

6.6 MOE – Barb Dalrymple

- The White Squirrel Golf Tournament raised \$10,000. The Tournament supports MOE projects including St. Paul's Daily Bread, Los Quinchos, and the teen trip to Nicaragua.
- A short message on the work of the Mission and Service Fund is being placed in the announcements each week.

6.7 Music – Merran Neville

Written report circulated.

Three candidates are being considered for the position of Director of Music. The choir is participating in the audition process.

6.8 Nominations

Written report circulated.

6.9 Property – George Jolink

Written report circulated.

SOUP (Southern Ontario Ukulele Players) has outgrown the Fireside Room and has moved to the London Music Club.

6.10 Stewardship – Tara Gonder

A plan for the Stewardship Fair to be held September 25, 2016 was circulated. Printing expenses for the Stewardship Fair will be charged to the Stewardship budget.

6.11 Trustees – David Manness

Written report circulated.

- At May 31, 2016 the year to date investment portfolio performance was 2.0%.
- There is \$118,000 in pending transactions in support of FSA including the lightning protection upgrade, support from the Jean Brown Fund, and support for operations.
- The Insurance Committee of the Board of Trustees has been working with Mark Farrow of Stevenson Hunt and Kerry Stover, Acting Church Administrator, to complete the insurance forms.

6.12 Worship – Jane Westmorland

Written report circulated.

The worship service and lunch at Kee Mo Kee were well received. Christian Development was thanked for organizing the event and arranging for the bus.

7.0 Group Reports

7.1 Presbytery – David Knoppert

No report.

7.2 UCW

No report.

7.3 Staff – Michelle Down, Paul Merritt, Kerry Stover

The staff has been planning for the upcoming year. Please encourage everyone to thank the staff for their support of the many programs of the church.

8.0 New Business

8.1 Fundraising Proposal – George Jolink and David Manness

A fundraising opportunity is available for FSA to partner with the Victoria Playhouse, Petrolia in April 2017. Victoria Playhouse would offer a concert style performance at the church. Proceeds would benefit FSA and a second charity identified by FSA. It was proposed that St. Paul's Daily Bread Food Bank be the second recipient. FSA would be responsible for marketing and ticket sales.

David and George met with representatives of St. George's Catholic Church who partnered with Victoria Playhouse in April 2016. The St. George's event was successful and raised \$4,000 each for St. George's and l'Arche.

It was requested that a Saturday evening in early April 2017 be set aside for this potential fundraiser to avoid conflicts from other events in the church and to ensure participation, exposure and success.

8.2 2017 Anniversary – Bob Swartman

In 2017 the 185th Anniversary of FSA and the 150th Anniversary of Canada will be celebrated. Committees are asked to consider how the congregation could mark these anniversaries.

Council wished Paul Merritt well in his retirement.

The Rev. Michelle Down closed the meeting with prayer.

The meeting was adjourned at 8:17 pm.

Bob Swartman, Chair

Katherine Wonfor, Secretary