



**First-St. Andrew's United Church  
COUNCIL MEETING  
November 19, 2024  
7:00 pm  
Zoom Video Conference**

**Present:** Linda Badke, Paul Cooper, Barb Dalrymple, Steve Elson, Kerry Hill, The Rev. Dr. Joshua Lawrence, Merran Neville, Barb Ridgewell, David Wardlaw, Allyson Watson, Katherine Wonfor, Laura Wood

**Regrets:** Glenna Hall, George Jolink, Laurel Kenney, Jo Ann Silcox, Jackie Williams

**Guest Observer:** Kathryn Skelly

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

**1.0 Welcome:** David Wardlaw welcomed members of Council to the November meeting.

**2.0 Invocation:** Pastor Joshua opened the meeting with prayer.

**3.0 Acknowledgement of the traditional territory on which we are meeting --** Pastor Joshua

**4.0 Review and Approval of Agenda**

MOTION: That the Council Meeting Agenda of Tuesday, November 19, 2024 be approved.  
MOVED: By Steve Elson, seconded by Linda Badke. MOTION CARRIED.

**5.0 Declaration of Conflicts of Interest**

No conflicts of interest were declared.

**6.0 Approval of Minutes**

MOTION: That the Council Meeting Minutes of September 17, 2024 be approved.  
MOVED: By Linda Badke, seconded by Merran Neville. MOTION CARRIED.

**7.0 Correspondence**

Pastor Joshua received a book written by Enos Montour, a United Church minister and writer from Six Nations of the Grand River. The book depicts a child's experience in a residential school. The book will be made available in the FSA Library.

**8.0 Staff Report –** Joshua Lawrence

Pastor Joshua reported that the staff is working collaboratively and meeting regularly.

**9.0 New Items for Decision Making by Council**

**9A Town Hall Meeting on Proposed 2025 Operating Budget and the UCC Vulnerable Congregations Assessment Tool –** David Wardlaw, Laura Wood

In advance of the Annual Congregational Meeting being held in January, it is proposed to hold a Town Hall meeting to consult with the congregation regarding the draft 2025 budget and introduce the United Church of Canada's Vulnerable Congregations Assessment Tool.

MOTION: That a congregational consultation session be held immediately following the worship service on Sunday, January 5, 2025 for the purposes of: presenting an overview of the proposed 2025 operating budget, receiving feedback on the proposed budget, answering questions on the budget; and introducing the Vulnerable Congregations Assessment Tool.

MOVED: By Kerry Hill, seconded by Barb Dalrymple. MOTION CARRIED.

## 10.0 Reports and Topics for Discussion by Council

### 10A Revisions to the FSA Policies and Procedures Document – Steve Elson, Kerry Hill, David Wardlaw

A memo was circulated to Council outlining proposed amendments to the FSA Statement of Policies and Procedures.

The amended Policies and Procedures document will be brought to the January Council meeting for approval and then presented to the Annual Congregational Meeting for approval by the congregation.

### 10B Finance Report – Laura Wood

A Finance Report at October 31, 2024 was circulated.

- After Trust Fund assistance, a deficit of \$5,800 is reported.
- Total donations are over budget by \$19,500.
- Rental revenue is over budget by \$7,700.
- Utility costs are under budget and projected to be under budget by year end.
- Ministry and Personnel is under budget as the position of Facilities Manager was not filled in 2024.

The budgeting process for 2025 has started. The first draft of the 2025 budget is scheduled to be prepared by December 1<sup>st</sup>. Committees are requested to submit their budgets as soon as possible.

### 10C Needs Assessment for Children and Youth Ministry – Allyson Watson

The Faith Formation Committee is assessing the staffing needs for Children and Youth Ministry. It has been decided to remove young adults ministry from the assessment. Needs identified include support of adult education, high school youth group, confirmation, and summer day camp.

The needs assessment report will be brought to Council.

### 10D The Five Strategic Priorities on the Future of FSA – Steve Elson

A memo on the Five Strategic Priorities, approved at the September meeting of Council, was circulated.

A proposed amendment has been made to Strategic Priority #1.

It is recommended that FSA continue and expand its path to become a more inclusive and welcoming community of faith – to be applied to all aspects of church life. It is further recommended that the Faith Formation Committee, **the Membership and Nurture Committee and the Affirm Sub-Committee**, together with our Minister of Worship and

Congregational Life, Rev. Dr. Joshua Lawrence, continue to play a leadership role in this area.

MOTION: That the proposed amendment to Strategic Priority #1 be approved by Council.  
MOVED: By Steve Elson, seconded by Kerry Hill. MOTION CARRIED.

Updates on the five Strategic Priorities were detailed in the memo.

#### **10E Possible Session on Church Governance Models – Steve Elson**

Strategic Priority #5 considers a new governance model for FSA. The Rev. John Neff, Minister, Congregational Support, Antler River Watershed Region, has studied church governance models. David Wardlaw and Steve Elson participated in a Zoom call with Rev. Neff. Slides from the presentation were shared with Council. Rev. Neff expressed a willingness to participate in a workshop on governance with Council. Council members expressed interest in attending a workshop to be held in 2025.

#### **10F Possible Session Based on Case Study of the Future of FSA – David Wardlaw**

In May 2024, a case study “Mission Survival: choosing a path forward for First-St. Andrew’s United Church” was circulated to Council. The case study was developed by Jeanette Eberhard for Western University business students.

Jeanette Eberhard has written a summary of the case study, and it will be published in the next edition of Tidings.

A session to be held in 2025 to further discuss the study is being considered.

#### **10G Council Leadership Models for 2025 – David Wardlaw**

In the absence of a Chair of Council for 2025 and while studying new governance models for FSA, David Wardlaw led a discussion on Interim Council Leadership in 2025.

Discussion:

- Committees who have been without a chair have experienced a lack of leadership. No one person has the overall view of the committee’s work.
- The past-chair becomes the default contact person for the committee.
- Can some tasks of the chair be delegated (i.e. organizing the agenda of meetings)?
- The Chair of Council acts as an initial point of contact for queries and connecting people.

David Wardlaw is preparing a paper on the roles and responsibilities of the Chair of Council.

### **11.0 Reports and Topics for the Information of Council**

#### **11A Nominations Report for 2025 – Steve Elson**

A list of nominees for leadership and committee membership positions in 2025 was circulated.

Please let Steve Elson know of any changes to committee membership not indicated in the list.

#### **11B Annual Congregational Celebration Meeting, Part 1 – David Wardlaw**

The Annual Congregational Celebration Meeting, Part 1 will be held on Sunday, January 26, 2025.

The deadline for Annual Reports to be submitted is the first week of January.

#### **11C Celebrating the 100<sup>th</sup> Anniversary of the United Church of Canada – Linda Badke, David Wardlaw**

Pastor Joshua reported that he has discussed the 100<sup>th</sup> Anniversary of the United Church with some of his clergy colleagues. A collaborative event with many congregations participating is being considered. The event will be an outdoor, all ages celebration.

**11D Afghan Refugee Project – Linda Badke**

Linda Badke reported that the fourth of the adult children will arrive in Canada at the end of November. The parents are still awaiting visas.

**12.0 Other Business**

Barb Dalrymple, Outreach Committee, requested Council approval that the loose offering from the Christmas Eve service be donated to Indwell. Council voiced their approval of this request.

**13.0 Benediction**

Steve Elson closed the meeting with prayer.

The November 19, 2024 Meeting of Council was adjourned at 8:22 pm.

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David Wardlaw, Chair

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Katherine Wonfor, Secretary