



**First-St. Andrew's United Church  
COUNCIL MEETING  
May 21, 2024  
7:00 pm  
The Chapel**

**Present:** Steve Elson, Glenna Hall, Jan Hendry, Kerry Hill, The Rev. Anne-Louise Jannaway, George Jolink, Merran Neville, David Wardlaw, Allyson Watson, Katherine Wonfor, Laura Wood

**Regrets:** Linda Badke, Paul Cooper, Laurel Kenney, The Rev. Dr. Joshua Lawrence, Barb Ridgewell, 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 May meeting. Annie Jannaway was thanked for representing the ministerial staff.

**2.0 Invocation:** David Wardlaw opened the meeting with prayer.

**3.0 Reflection: Moving beyond the ubiquitous acknowledgement of traditional lands** – David Wardlaw

David Wardlaw offered a reflection on land acknowledgements and moving towards right relations with indigenous people.

**4.0 Review and Approval of Agenda**

MOTION: That the Council Meeting Agenda of Tuesday, May 21, 2024 be approved.  
MOVED: By Allyson Watson, seconded by George Jolink. 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 March 19, 2024 be approved.  
MOVED: By Allyson Watson, seconded by Jan Hendry. MOTION CARRIED.

**7.0 Correspondence**

No correspondence was brought to the attention of Council.

**8.0 Staff Report**

A Pastor's and Staff Report from Joshua Lawrence was circulated.

## 9.0 New Items for Decision Making by Council

### 9A Knowles Outreach Fund – David Wardlaw

The estate of Bill and Jean Knowles left funds to FSA to establish an endowment fund to be used for outreach projects. The estate is not finalized, and the final amount of the endowment is not known. Terms of Reference will be drafted by the Board of Trustees and brought to Council for approval.

Jan Hendry reported on behalf of the Outreach Committee. David Manness, Chair of the Trustees' Investment Committee, notified the Outreach Committee that there is over \$5,000 in income from the endowment that can be spent in 2024. The Committee has approved two disbursements from the fund: \$2,500 Wright Dental Clinic; \$1,170 funding for 3 children from each of the 3 chaplaincies (ELUCO, Limberlost, Southdale) to attend a week of summer day camp.

MOTION: That the distribution of the currently available Knowles Fund income as recommended by the Outreach Committee be approved.

MOVED: By Jan Hendry, seconded by Steve Elson.

DISCUSSION: No funding for camp staff is being received from Canada Summer Jobs this year. Marilyn Arthur and the Christian Development Committee are discussing if a summer day camp will be held at FSA in 2024.

MOTION CARRIED.

### 9B Reviewed Financial Statements for 2023 Operating Account – Laura Wood

The reviewed Financial Statements for the 2023 Operating Account were circulated to Council. The Finance Committee is reviewing the statements. A deficit of \$2,100 is reported for 2023.

MOTION: That the Financial Statements for the 2023 Operating Account as reviewed by the accounting firm Famme & Co. and presented to Council be approved for consideration for approval at Part 2 of the Annual Congregational (Celebration) Meeting to be held June 2, 2024.

MOVED: By Laura Wood, seconded by George Jolink. MOTION CARRIED.

## 10.0 Reports and Topics for Discussion by Council

### 10A Kindred Works – Steve Elson, Chair of Planning Committee

A status report regarding Kindred Works was received from the Planning Committee.

- Kindred Works sees FSA as a site with potential for a housing development.
- A project takes 5 to 8 years to complete.
- Meetings have been held with representatives from White Oaks United Church and St. Luke's United Church (Toronto), to discuss their experience with Kindred Works and the projects they are undertaking. White Oaks is planning to replace their current buildings and be the main tenant in a new development. St. Luke's plans to incorporate their historic sanctuary in their project.
- Kindred Works is understaffed for the number of projects in progress and communication with them is slow.
- Kindred Works expressed interest in the Farquhar House site for development. FSA asked Kindred Works to consider building around the sanctuary, as St. Luke's is planning.
- The Anglican Diocese of Huron is also exploring the development of affordable housing.

Discussion:

- A clear understanding of FSA's financial future is important to give us a basis upon which to think through options and strategies for the uses of our church buildings and property.

- Plans should be socially responsible and responsive to community needs while generating revenue leading to a sustainable church operating budget.
- Council discussed re-visiting a strategic plan for FSA.

#### **10B Finance Report – Laura Wood**

A Finance Report at April 30, 2024 was circulated.

- After Trust Fund assistance, there is a deficit of \$13,130.
- Donations are ahead of 2023.
- Rental revenue is over budget by \$1,000.
- Utility costs are under budget.

#### **10C Vulnerability Analysis of FSA using UCC Budget Assessment Tool – Laura Wood**

Laura Wood introduced Council to a United Church of Canada Vulnerability Analysis Tool. The Tool looks at whether a congregation is at risk of closing or amalgamating due to financial pressures.

Warning signs include:

- Not enough cash or long-term investments to cover three times the deficit.
- Property expenses are 30% or more of total expenses.
- Staffing costs are greater than 60% of total expenses.
- Trend of declining income or increasing deficit.

A number of financial worksheets were completed to evaluate FSA's vulnerability (circulated to Council). Laura Wood thanked Kathryn Skelly and Colleen Garrett for their assistance.

For the last several years the deficit has been covered by financial support from the Trust Funds. FSA is fortunate that the property generates revenue through rentals.

David Wardlaw thanked the team for completing this valuable analysis. It was recommended that it be updated regularly as a good tool to evaluate the financial health of FSA.

#### **10D United Church of Canada 100<sup>th</sup> Anniversary in 2025 – David Wardlaw**

Linda Badke and David Wardlaw requested ideas for how FSA can celebrate the 100<sup>th</sup> Anniversary of the United Church in 2025.

A series of articles will be published in Tidings in 2025.

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

#### **11A Annual Congregational Meeting Part 2 – David Wardlaw**

The Annual Congregational Meeting Part 2 will be held on Sunday, June 2, 2024 in the sanctuary following the worship service.

#### **11B Gala Fundraising Dinner – David Wardlaw**

A Gala Fundraising Dinner in support of the FSA operating budget is being held Friday, September 20, 2024 in Proudfoot Hall.

Council discussed holding other fundraisers at a lower price point to include more of the congregation.

### **11C Multipoint Plan to Contribute to a Sustainable Operating Budget – David Wardlaw**

The multipoint plan to contribute to a sustainable operating budget will be posted to the FSA website. The plan will be updated with annotations showing the progress made on the plan.

### **11D Afghan Refugee Project – David Wardlaw**

David Wardlaw provided an update on the Anwari family. The family is being interviewed at the Canadian consulate in Pakistan. It is hoped they will arrive in Canada in the coming months.

Fundraising for this project has reached its goal. Donations in kind (furniture, household goods) and a rental property are required.

## **12.0 Other Business**

- A Legacy Planning workshop is being held on May 27.
- The Ministry and Personnel Committee will be presenting Marilyn Arthur with a stole in recognition of her being commissioned as a Diaconal Minister. Contributions are welcome.

## **13.0 Benediction**

Annie Jannaway closed the meeting with prayer.

The May 21, 2024 Meeting of Council was adjourned at 8:41 pm.

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David Wardlaw, Chair

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Katherine Wonfor, Secretary