

**St. Andrew's Council Meeting**  
Held by *Zoom*, North Bay, ON  
Tuesday June 16<sup>th</sup>, 2020 at 6:30 p.m.

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<b>Welcome and Opening (6:35 p.m.)</b>	Pat Kirton-Bailey welcomed everyone to our <i>Zoom</i> meeting. Tracy Davis offered a short worship piece about how we should look for the sacred in this <i>Ordinary Time</i> of our church calendar.
<b>Attendance</b>	Stuart Bailey, John Balfe, Joyce Boston, Elizabeth Brownlee, Olive Cote, Tracy Davis (DLM), Kim Delarosbel, Marg Fleming, Karen Gooch (Secretary), Treanor Greer-Delarosbel, Peter Haddow, Bill Ingwersen (Past Chair), Pat Kirton-Bailey (Chair), Derek Stott (14)
Regrets	Betty Hurley
<b>Agenda</b>	<p><b>Motion 078/20</b> Olive Cote/ Peter Haddow moved that the agenda be accepted with the addition of a Minister's Report. <span style="float: right;"><b>Carried</b></span></p>
<b>Minutes of Previous Meeting</b>	<p><b>Motion 079/20</b> Marg Fleming/ Karen Gooch moved that the minutes from the May 19<sup>th</sup>, 2020 Council meeting be accepted with one correction – Elizabeth Brownlee's name was added as a member of the Reopening Committee. <span style="float: right;"><b>Carried</b></span></p> <p><b>Motion 080/20</b> Olive Cote/ Karen Gooch moved that the minutes from the May 26<sup>th</sup>, 2020 Council meeting be accepted with one correction – regrets from Bill Ingwersen. <span style="float: right;"><b>Carried</b></span></p>
<b>Business Arising</b>	None
<b>New Business</b>	
Chair Report	<p>Pat Kirton-Bailey offered her thanks to all the Council members for their hard work during this very difficult time as we deal with a number of challenging issues and the closure of the church because of the Covid19 pandemic. She had several items to discuss as part of her report.</p> <ul style="list-style-type: none"> <li>• <u>Council Vacancies</u> - Pat was happy to report that we have four new people who have agreed to become part of the Council. The following motions were passed to appoint the them as members: <ul style="list-style-type: none"> <li><b>Motion 081/20</b> Elizabeth Brownlee/ John Balfe moved that Beth Ward be appointed as the Vice Chair of St. Andrew's Council. <span style="float: right;"><b>Carried</b></span></li> <li><b>Motion 082/20</b> Peter Haddow/ Olive Cote moved that Gail Thomsen be appointed as Chair of the St. Andrew's Pastoral Care Committee. <span style="float: right;"><b>Carried</b></span></li> <li><b>Motion 083/20</b> Peter Haddow/ Derek Stott moved that Cathy Coleman be appointed as a member-at-large of the St. Andrew's Council. <span style="float: right;"><b>Carried</b></span></li> </ul> </li> </ul>

**Motion 084/20**

Olive Cote/ Elizabeth Brownlee moved that Kimberly Robinson be appointed as a member-at-large of the St. Andrew's Council. **Carried**

- In Camera Discussion - Several items of a sensitive nature were discussed.

**Motion 085/20**

Elizabeth Brownlee/ Kim Delarosbel moved that we move in camera. **Carried**

**Motion 086/20**

Kim Delarosbel/ Elizabeth Brownlee moved that we move out of camera. **Carried**

During the in camera discussion it was decided that two letters of apology will be sent - one to the congregation and one to Julia Morton.

Covenant The Council members recited the following together:

Our Covenant - A Covenant of Leadership

We promise to demonstrate our leadership and commitment to our church by our example.

We promise to try to discover what is best for our church as a whole.

We promise to respect and care for each other.

We promise to treat our time on this Council as an opportunity to make an important gift to our church.

We promise to listen with an open, nonjudgmental mind to the words and ideas of the others in our church and on this Council.

We promise to discuss, debate, and disagree openly in meetings, expressing ourselves as clearly and honestly as possible, so that everyone understands our point of view.

We promise to support the final decision of the Council, whether it reflects our view or not.

Tracy Davis asked Council members to consider ways that we can be better as a group and requested that people email her their ideas. It is hoped that we can produce an opening statement to be used at the beginning of all our meetings that reflects our commitment to behave in a more compassionate manner.

Congregation Meeting A discussion was held about the June 30<sup>th</sup>, 2020 online congregational meeting:

- The meeting will be facilitated by Rev. Rob Smith and Rev. Melody Duncanson-Hales from CSRC. We will present the congregation with options and procedures around the belfry project. Any decisions about the project will be made at a later meeting. The meeting will be hosted on Zoom by Susan Whitehead from CSRC and will be open to all members, adherents and any community members who may be interested. It will be possible to join using a toll free phone number.
- We are responsible for the agenda which will include worship, an information session and a chance for small group discussions. John Balfe, Treanor Greer-Delarosbel, Peter Haddow and Tracy Davis will work on the meeting format.
- Derek Stott will send an email notice of the meeting to the congregation after this meeting and post details on the website as they become available. A letter will be mailed to the congregation as soon as possible. Pat Kirton-Bailey, Karen Gooch, Elizabeth Brownlee and Joyce Boston will assemble the mail-out package.

Belfry Update **Appendix I**

A brief update of the belfry project was provided:

- Fencing will be put up around the Algonquin Street entrance for safety reasons as more bricks are falling from the belfry. The fencing will be loaned to us, but we must pay for the posts.

**Motion 087/20**

Bill Ingwersen/ Stuart Bailey moved that the posts needed to erect the safety fencing be purchased for \$10 each.

**Carried**

- The architect is recommending that a drone be used to further inspect the belfry.

**Motion 088/20**

Tracy Davis/ Peter Haddow moved that belfry be inspected by a drone which will cost \$200.

**Carried**

- Pat Kirton-Bailey received an email from Carly Price, Chief Building Official from the City of North Bay in response to a number of questions about the belfry project. (Appendix I) Once the church reopens after the Covid19 crisis it is likely use of the balcony will be restricted. If we are proceeding with the repairs, we must have a building permit by January 6<sup>th</sup>, 2021 and work must be done by September 30<sup>th</sup>, 2021

*Loaves & Fishes* A discussion was held about the Loaves & Fishes:

- Star McGregor has agreed to coordinate the food bank operations until June 30<sup>th</sup>, 2020. Since it has become such a big job, it has been difficult to find a volunteer to take this over. It was noted that the other large food banks in North Bay have paid staff. It was recommended that Peter Haddow be paid \$15/hr for 5 hours per week do this work. Star has graciously agreed to provide training.

**Motion 089/20**

Tracy Davis/ Olive Cote moved that Peter Haddow be hired to coordinate the operation of the *Loaves & Fishes* foodbank effective July 6<sup>th</sup>, 2020. He will be paid \$15/hr for 5 hours per week.

**Carried**

- There is an ongoing discussion about how to keep *Loaves & Fishes* operating during August when the church is closed for annual holidays. The food bank recently moved back to the gym with a new set of protocols to adhere to the current Covid-19 health requirements.

Search Committee **Appendix II**

The Search Committee honoured its mandate and was able to reach a successful conclusion. Following a meeting with Tracy Davis on June 15<sup>th</sup>, 2020 they gave her an invitation to become our full time Minister. A recommendation was made to the council, who because of the Covid-19 pandemic, are able to act on behalf of the Congregation and accept the recommendation of the successful conclusion. Treanor Greer-Delarosbel, Chair of the committee has been in touch with the M&P Committee and arrangements are being made to post Tracy's profile on Church Hub. The Search Committee will now begin the work of finding a part-time Congregational Designated Minister as mandated by the congregation at the AGM. See Appendix II for the full report from the Search Committee.

- Minister's Report The Council members offered their applause as Tracy Davis accepted the invitation from the Search Committee. She commented that she had a very positive experience with the committee and was pleased to see some new people involved. She offered her thanks to the committee. She then offered the following report to Council:
- Tracy reflected on the fact that the last year has been a challenge as the number of staff hours has dropped since Jane Howe's retirement.
  - Online Worship - St. Andrew's will take over the job of overseeing online worship while Trinity is closed for holidays during July. Tracy has met with Ted Harrison (Trinity) and Roni Beharry (Emmanuel) and it was agreed that staff will not appear in the worship videos while they are on holidays. A thank you was offered to Derek Stott for his technical help in this endeavour and for his work on the weekly *Reaching Out* newsheet.
  - Custodian Contract - Tracy informed us that Lucy Emmott has resigned as our custodian effective September 1<sup>st</sup>, 2020. Lucy has offered to train her replacement.
  - Reopening – The Reopening Committee will meet to discuss plans for the return to in-person worship, which will not happen until September. Reopening will likely involve 2 Sunday services with a continued online presence. In the meantime, access to the building will continue to be restricted. Areas of the church will be out of bounds to reduce the cleaning requirements. Groups are discouraged from meeting at the church but the Church School room will be available if needed. It must be booked ahead of time with the office. A letter will go out to the outside groups that normally use our space. It was decided that the locks will be changed on the McIntyre door to further restrict access.

**Motion 090/20**

Marg Fleming/ Elizabeth Brownlee moved that the lock on the McIntyre Street door be changed and that keys are only released on an as-needed basis. **Carried**

- Council Orientation – Tracy is preparing an orientation package and training will be offered to new and current members in the coming weeks.
- Bookkeeper – Tracy informed the Council members that Samantha Gravel is interested in being the bookkeeper for St. Andrew's for \$250 per month. The M&P Committee will determine the best method of payment for this position – honorarium or a regular salary. We are still searching for a new Treasurer.

**Motion 091/20**

Stuart Bailey/ Elizabeth Brownlee moved that St. Andrew's hire Samantha Gravel to be our bookkeeper for \$250 per month. The method of payment will be determined by the M&P Committee. **Carried**

**Correspondence**

**Appendix III**

The following correspondence was received:

- Karen Gooch read an email dated May 20<sup>th</sup>, 2020 from Howard Wurster offering his resignation as a member-at-large and as Fire Prevention Officer.
- Karen Gooch read an email dated June 5<sup>th</sup>, 2020 from Frankie Syme offering her resignation as a member-at-large.

**Motion 092/20**

Stuart Bailey/ Karen Gooch moved that St. Andrew's Council accept the resignations of Howard Wurster and Frankie Syme with regret and thanks for their years of service. **Carried**

Elizabeth Brownlee offered to send thank you cards to Howard and Frankie.

- A letter dated May 29<sup>th</sup>, 2020 from Rev. Teresa Jones, DM was emailed to Council members before this meeting. (Appendix III) This is a request for formal association with St. Andrew's as a retired Ministry Personnel. She will have no formal role in our church but, this will enable her to retain her marriage license and comes with an offer to help with St. Andrew's weddings and funerals if requested by the serving Ministry Personnel or the Council.

**Motion 093/20**

Karen Gooch/ Stuart Bailey moved that St. Andrew's Council accept the request for formal association from retired Ministry Personnel Rev. Teresa Jones, DM.

**Carried**

- A letter dated June 11<sup>th</sup>, 2020 was received from Robert Morton outlining his objections to the makeup of the Search Committee. The Executive acknowledged receipt of the letter to Mr. Morton by email on June 12<sup>th</sup>.

**Motion 094/20**

Olive Cote/ Elizabeth Brownlee moved that St. Andrew's Council receive the letter dated June 11<sup>th</sup>, 2020 from Robert Morton.

**Carried**

**Other Business**

Appreciation Joyce Boston expressed thanks to Tracy Davis for the covenant and stated that saying those words gave her hope for the future.

Financial Statement **Appendix IV**  
A financial statement dated May 31<sup>st</sup>, 2020 was provided for information. It shows a current deficit of \$17,143.76. It was emailed to council members before this meeting.

**Adjournment** John Balfe offered a closing prayer. The meeting adjourned at 8:50 p.m.

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**Congregational Meeting** Tuesday June 30<sup>th</sup>, 2020 at 6:30 p.m. *Zoom*

**Next Council Meeting** Tuesday, June 23<sup>rd</sup>, 2020 at 6:30 p.m. *Zoom*

**Next Executive Meeting** *TBA*

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Chairperson, Pat Kirton-Bailey

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Secretary, Karen Gooch

## Appendix I

Below are the answers to questions posed to Carly Price, Chief Building Official from the City of North Bay by Pat Kirton-Bailey. They were received in an email dated May 29<sup>th</sup>, 2020. The email also included reports from Ian Hill of Critchley Hill Architecture Inc. and Sam Colizza of A2S Consulting Engineers and was forwarded to all Council members.

1. What information did you send to the architects, can you send us that email?

The information relayed to your Architect of record was verbal conversation over the phone; I had indicated to them prior to COVID-19 restrictions being in place that they would need to evaluate areas in close proximity to the bell tower to determine if these areas could continue to be in use or if they needed to be restricted to public access; the balcony within the congregation is an area that requires review prior to use by the public or the congregation. I had also indicated to Reid that the exterior property boundaries surrounding the bell tower and fronting on Cassells Street and Algonquin Avenue needed to be provided with security fencing to restrict access to persons and protect from harm should any of the masonry or other finishes from the bell tower come loose and fall to the ground.

2. When the covid crisis allows churches to hold services again, will we be able to do this?

This must be determined by your Architect and Engineer of record. Areas of service may be restricted to the main level of the church, and exclude any areas in close proximity to the bell tower, such as the balcony. If necessary the City can issue Unsafe Orders against certain portions of the building restricting occupancy pending formal notification from the Architect and Engineer, but this is a step I would very much like to avoid.

3. Will there be any restrictions on what parts of the church we can use?

Until the repairs required as per the Structural Engineer's report have been completed, there will most certainly be areas of the building that will be restricted to access; these areas must be determined by the Architect and Engineer of record. The City will not provide evaluation of the structure; if a formal report from the Architect and Engineer of record is not provided indicating areas to be restricted from use and access, the City must move forward with issuing an Unsafe Order for the building not to be used until the required repairs are completed. Again, I would very much like to avoid having to issue any Orders against the property.

4. How long will we have to complete the necessary repairs to the belfry?

This issue was brought to my attention by Ian Hill on January 6, 2020. I was advised at that time that the Church had been provided a copy of the Structural evaluation by A2S in December of 2019. With this information, I would allow a 1 year time frame for the Church to establish a plan of action for the repairs and have obtained a building permit for said repairs; this gives until January 6, 2021 for a building permit to have been issued. Once the permit is issued, and given that the permit will potentially be issued in the winter months, we would require that the work be completed by September 30, 2021. Security fencing as indicated in my response above will need to be maintained from today until the repairs are completed.

## Appendix II

### Search Committee's report to St. Andrew's Council Meeting Tuesday June 16, 2020 at 6:30 pm via Zoom

The Congregation of St. Andrew's United Church gave the Search Committee the mandate to decide as whether the "internal search we were to conduct" reached a successful conclusion. We took this mandate very seriously and we had specific training on the processes used by the United Church to appoint candidates for any available position.

The qualities that were required or recommended for anyone sitting on this committee were:

- Having the confidence of the community of faith.
- Reflecting the various areas of the community of faith's life and work: committees or groups, age, gender, and involvement in the community of faith.
- Ability to listen, consult, and discern with people; gather and analyze data; write clearly; and follow through with paperwork.
- A comfort with the language of theology.
- Having someone with background and skills in human resources management.
- Ability to maintain confidentiality.

#### *Pastoral Relations: Guidelines for Search and Selection (Page 8)*

As the Chair of this committee, it is my position that all the members of the Search Committee have these qualities

We met weekly and developed questions that we intended to interview our internal candidate, which was Tracy Davis. As outlined in the *Pastoral Relations (page 12)*, we defined the most important areas of St. Andrew's ministry first and then looked for aspects and needs to have the best alignment with St. Andrew's ministry. We were looking for all good matches in the categories that were important to our ministry, which we based on what direction the church has already travelling in the last several years. And at the same time, we looked at the issues that will be taking us into the future, whether we want to go down that path or not. These issues are reflected in the questions we created to ask during the interview. (The questions are included in this report). The goal has always been to invite ministry personnel to an interview - only if we felt there is a solid enough match to grow into a healthy pastoral relationship. We definitely believed there was a solid enough match to grow into a healthy pastoral relationship; so on June 8, 2020, as the chair of the Search committee, I invited Tracy to a meeting, which we were able to schedule for June 15, 2020. We determined because of stage 2, that we could meet at St. Andrew's church.

We met at 4:30 and we opened by singing an opening prayer, "It's in everyone of us, to be wise...", which is painted on the Sunday School wall. The Committee ordered pizza to relax the mood, as it is known that the work of the search committee is different from an organization's human resources department. We are encouraged to engender a "holy encounter", so our discussion was an interview, but also a conversation, with the questions going both ways, *Pastoral Relations, (page 15)*. Before the meeting, I had discovered that the United Church of Canada follows Bourinot's Rules of Order. So, I explained to the committee, that we would be

following Bourinot's Rules of Order and as the chair I would be conducting this meeting, preserving order and holy manners, and if needed be interpreting the Rules of Order; however, I explained I would be impartial and would not take part in the debate nor vote.

With that said, it is my pleasure on behalf of the Search Committee to inform you, that we have discerned through conversation and prayer, our decision about having a successful applicant, that being Tracy Davis. After the interview we debriefed and discerned about what impressed us and if Tracy's plan fit with the future of St. Andrew's Church. *Pastoral Relations (page 17)*.

We have already extended a call or appointment to Tracy and informed her that she is the successful conclusion of the Search Committee. Tracy has been given the opportunity to confirm the invitation, and indeed she has graciously accepted the appointment.

I have requested regional approval to post Tracy's profiles on the church Hub. Once I have the approval from regional, I will follow up with Derek Stott to post the profiles and start the follow through to complete the rest of the information required to go on the Hub, as outlined in the *Pastoral Relations (page 24)*.

I have spoken to John Balfe (this morning), chair of the M&P committee to set up our first negotiation meeting with Tracy, asap, to proceed with the negotiations of hiring Tracy as outlined in the *Pastoral Relations (Page 21)*. We will be meeting on Wednesday June 17 at 12:00. Once again, as outlined in the *Pastoral Relations* this meeting will be in a discussion format and this will be an introduction to her contract and the process of negotiating that contract.

There is still more we must do, as in starting the search for the second position, the Congregational Designated Minister. We will be meeting weekly and more information about that process will follow.

Walking the Sacred Path – Debwewin, Truth is to know all these things.

Treanor Greer-Delarosbel,  
Chair of the Search Committee  
June 16, 2020



**Internal Interview Questions, St. Andrew's (with votes)**

1. This is a period of real change in our church and congregation. Many differences of opinion exist between members, with some discontent. How do you propose to bring together the factions that currently exist within the church? (3)
2. What ministry would you be able to offer the people of St. Andrew's should we be faced with the devastating loss with our building, which plays such a predominant role in our church lives? (3)
3. What are your plans for the future in terms of developing a long range ministry for the church? What would you like to see the congregation and ministerial team achieve in the next five years? (2)
4. Can you share your thoughts regarding the possible amalgamation of United Churches in North Bay? What would be your priorities during an amalgamation process? What do you feel would be the role St. Andrews during such a time? (2)
5. Please explain how you will manage your part time work at Cassellholme along with the full-time duties of St. Andrew's. (2)
6. How do you propose to build our congregational numbers—a goal identified in our Living Faith profile-- while still supporting the different individuals who still attend? (1)
7. Tell us about some of the challenges you have faced so far within the church and how you have responded to them. (1)
8. How would you see the evolution of your role from interim minister to a permanent minister? What projects or visions do you have for the future? (1)
9. Can you tell us of a time when you felt the community of St. Andrews did not provide you with sufficient support? What supports do you feel are lacking for you to fulfill this role? (1)

Mandatory questions:

1. How in your role of full-time minister do you see the goals of inclusivity and diversity lived out?
2. How much involvement would you like to have in the interview process for the second candidate?

Other questions we came up with:

1. Is there anything else you would like to tell us?
2. Given the current situation with the pandemic, can you tell us how you would adapt or alter your role should this crisis continue, or should there be longer-term restrictions placed on church gatherings and activities?
3. Are there other issues or challenges within the St. Andrew's community that you feel we have not touched on? If so, please tell us about them and how you feel they should be addressed?
4. Do you have initiatives or ideas that you feel will encourage growth and success for the United Church in North Bay?
5. Please share what other community relationships you feel are important to St. Andrews--are there are other relationships that you feel we should develop?

The Chair asked this question at the end:

Can you please explain the difference between a Designated Lay Minister and an Ordained Minister?

*Editor's note: Questions ranked and attached. The highlighted number after each question is the number of people who chose that question (as to be relatively important). If we use all of them, we have nine questions plus two mandatory ones, which brings us to 11 questions which is plenty! We have only five questions remaining. We may not, however, get the time to ask all the (1) person selected questions, but at least they are there for back up.*

**Appendix III**

29 May 2020

Rev Teresa Jones, DM  
876 Queen Street  
North Bay, ON., NA 1T9  
[teresadjones16@gmail.com](mailto:teresadjones16@gmail.com); 705-978-5088

Patricia Kirton-Bailey, Chair

St Andrew's United Church Council

Dear Pat and Members of the St Andrew's Council:

**Re: Request for Formal Association with St Andrew's UC, as Retired Ministry Personnel**

As a result of a memo from Pastoral Relations Minister Rev. Lillian Roberts, dated May 5, 2020, I have been informed as Retired Personnel, I must have a "formal association," with a United Church community of faith, in accordance with The UNITED CHURCH MANUAL 2019, section 1.2.5.3 if I wish to retain my license to perform marriages. **I am writing to request that St Andrew's, North Bay, enter into a formal association with me.**

Formal association provides a mechanism for accountability and oversight by the Church of those NOT currently in an active ministry relationship with a community of faith, when they exercise ministry in the community at large.

In practical terms, formal association is a requirement not only in order for me to retain my provincial government license to perform marriages. It is also a way that all weddings and funerals can be easily recorded in the registers of communities of faith, when having been conducted on behalf of The United Church of Canada. In practical terms, this means I would request permission each time I would like to use the St Andrew's register to enter a wedding or funeral, where I have been the officiant.

To be clear, any weddings or funerals I might officiate at, would be in the community at large. They would not be those of the St Andrew's community of faith, unless I was requested by the serving ministry personnel and the Official Board of your community of faith, to do so.

At this time, I am in compliance with the standards of The United Church of Canada. Those standards include:

- a) Racial Justice Training - at the moment a one-time training requirement;
- b) Boundaries Training (Sexual Harassment and Prevention Policy) and a refresher every 5 years;
- c) Current Annual Criminal Charges Declaration (Police Records Check).

To assist with further understanding, the Canadian Shield Regional Council understand that formal association undertakes the following:

1. The ministry personnel undertaking the formal association will maintain compliance with the requirements of the Office of Vocation regarding good standing and mandatory trainings;
2. The community of faith will support and ask for accountability from the ministry personnel with whom the formal association is made;
3. The ministry personnel undertaking the formal association will not undertake functions of ministry without the permission of the serving ministry personnel and the community of faith;
4. The ministry personnel undertaking the formal association is to request permission each time to use the registers of the community of faith to enter weddings, funerals;
5. The Regional Council will maintain the ministry personnel in formal association with the community of faith as being supported to hold an Ontario License to perform marriages.
6. The community of faith and ministry personnel requesting the formal association relationship may choose to negotiate mutually-agreed-to volunteer activity in the community of faith.

The memo from Lillian Roberts outlines these steps for entering into a formal association:

- ✓ The Official Board of the community of faith considers the request and approves by motion, and then writes a letter including the motion, to the requesting ministry personnel, Regional Council office and forwarded to the Pastoral Relations Commission for consideration and approval.
- ✓ Once the request has been approved, Canadian Shield Regional Council retains a copy and provides one to the community of faith Secretary or Board, the called or appointed Ministry Personnel of the community of faith and the ministry personnel making the request.

I have been connected with St Andrew's, North Bay for 20 years. Prior to serving as ministry personnel with Powassan and Chisholm United Churches for 13 years, I was active in the life of St Andrew's and became a candidate for ordination, as a result. Now that I am retired, I am returning now with a request to be in "formal association."

Many thanks for considering my request. If you have questions, don't hesitate to contact me directly or speak with Rev Lillian Roberts.

Yours sincerely ~

  
Rev Teresa Jones, DM

c. Tracy Davis, DLM, St Andrew's UC

Appendix IV

**ST ANDREW'S UNITED CHURCH  
INCOME STATEMENT - GENERAL FUND  
For the period January 1 to May 31, 2020**

<b>REVENUES</b>	<b>MONTH</b>	<b>CURRENT YTD</b>	<b>BUDGET YTD</b>	<b>PRIOR YTD</b>
Offerings	8,833.00	58,533.45	87,500.00	80,547.80
Offerings - Deficit	140.00	1,864.00	0.00	4,132.50
Interest - Manse	194.21	971.05	0.00	971.05
Other Offerings & Income	4,507.22	10,257.37	16,666.65	11,999.59
<b>TOTAL REVENUES</b>	<b>13,674.43</b>	<b>71,625.87</b>	<b>104,166.65</b>	<b>97,650.94</b>
<b>EXPENSES</b>				
<b>Personnel</b>				
Salaries	6,835.84	36,493.66	41,347.50	54,074.36
Benefits	1,398.93	7,337.66	8,333.30	11,150.12
Telephone allowance	45.00	225.00	225.00	225.00
Vehicle allowance	187.50	929.16	1,125.00	1,323.75
Books/Education allowance	0.00	0.00	750.40	735.85
Janitorial services	906.25	3,476.38	5,505.40	4,480.00
Honoraria & Other Personnel	-193.67	1,015.24	2,312.90	360.53
<b>Total Personnel</b>	<b>9,179.85</b>	<b>49,477.10</b>	<b>59,599.50</b>	<b>72,349.61</b>
<b>Property</b>				
Heating fuel	1,255.46	10,237.96	6,666.65	11,711.61
Utilities	368.27	2,875.04	3,125.00	3,065.21
Maintenance contracts	0.00	1,045.34	1,750.00	2,224.76
Repairs & maintenance	4,940.97	6,148.89	5,208.30	4,963.50
Supplies re property	0.00	521.34	1,250.00	358.60
Special Property Purchases	0.00	0.00	0.00	0.00
Insurance	853.56	4,267.80	5,000.00	5,587.67
Union Cemetery	0.00	0.00	0.00	0.00
<b>Total Property</b>	<b>7,418.26</b>	<b>25,096.37</b>	<b>22,999.95</b>	<b>27,911.35</b>
<b>Administration</b>				
Telephone/Internet	198.90	997.92	1,000.00	994.21
Office Supplies	358.57	2,693.93	2,000.00	2,839.95
Equip. Lease, Mtce, Purchase	223.47	1,117.36	1,166.65	1,117.36
Regional Dues	0.00	4,140.00	2,070.00	2,070.00
<b>Total Administration</b>	<b>780.94</b>	<b>8,949.21</b>	<b>6,236.65</b>	<b>7,021.52</b>
<b>Worship</b>				
Advertising	0.00	711.07	750.00	497.55
Other Worship Expenses	71.60	433.34	708.30	332.86
<b>Total Worship</b>	<b>71.60</b>	<b>1,144.41</b>	<b>1,458.30</b>	<b>830.41</b>
<b>Christian Development</b>	<b>0.00</b>	<b>1,501.24</b>	<b>3,033.30</b>	<b>1,966.58</b>
<b>Pastoral Care</b>	<b>0.00</b>	<b>0.00</b>	<b>83.30</b>	<b>0.00</b>
<b>Outreach</b>	<b>0.00</b>	<b>0.00</b>	<b>83.30</b>	<b>0.00</b>
<b>Congregational Life</b>	<b>0.00</b>	<b>0.00</b>	<b>125.00</b>	<b>0.00</b>
<b>Inclusivity Committee</b>	<b>0.00</b>	<b>0.00</b>	<b>250.00</b>	<b>100.00</b>
<b>Broadview</b>	<b>0.00</b>	<b>0.00</b>	<b>833.30</b>	<b>0.00</b>
<b>Finance, Banking, Interest</b>	<b>62.81</b>	<b>373.72</b>	<b>1,041.65</b>	<b>410.72</b>
<b>Professional Fees (Review)</b>	<b>0.00</b>	<b>727.58</b>	<b>0.00</b>	<b>727.58</b>
<b>Allocation for Capital</b>	<b>300.00</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>1,500.00</b>
<b>Contingency</b>	<b>0.00</b>	<b>0.00</b>	<b>208.30</b>	<b>374.64</b>
<b>TOTAL EXPENSES</b>	<b>17,813.46</b>	<b>88,769.63</b>	<b>97,452.55</b>	<b>113,192.41</b>
<b>SURPLUS/(DEFICIT)</b>	<b>-4,139.03</b>	<b>-17,143.76</b>	<b>6,714.10</b>	<b>-15,541.47</b>

**ST ANDREW'S UNITED CHURCH  
GENERAL FUND  
For the period January 1 to May 31, 2020**

	<b>CURRENT YTD</b>	<b>PRIOR YTD</b>
General Fund - January 1	-28,823.06	-40,121.15
Surplus/(Deficit)	-17,143.76	-15,541.47
General Fund - end of period	-45,966.82	-55,662.62

**SCHEDULE OF OTHER OFFERINGS & INCOME  
For the period January 1 to May 31, 2020**

	<b>MONTH</b>	<b>CURRENT YTD</b>	<b>PRIOR YTD</b>
<b>OTHER OFFERINGS</b>			
Envelopes	0.00	101.00	112.05
Observer	0.00	310.00	505.00
Renovations	0.00	0.00	0.00
Misc. Offerings	0.00	0.00	0.00
<b>Total Other Offerings</b>	<b>0.00</b>	<b>411.00</b>	<b>617.05</b>
<b>OTHER INCOME</b>			
Fund Raising Committee	0.00	1,000.00	1,155.00
Rent for Use of Church	0.00	2,162.00	5,486.55
Turkeyfest Donation	0.00	0.00	0.00
Sponsor a Turkey	0.00	0.00	0.00
Wedding/Funeral Honoraria	0.00	0.00	1,100.00
Church Fees - Weddings	0.00	0.00	0.00
Administration Income	5.00	5.00	105.00
Christian Dev Income	0.00	0.00	0.00
Congregational Life Income	0.00	0.00	0.00
Worship Income	0.00	0.00	0.00
Renovation Income	0.00	0.00	0.00
Misc. Income	0.00	2,177.15	3,535.99
Canada Helps-General Fund	0.00	0.00	0.00
Government Grants-General Fund	4,502.22	4,502.22	0.00
<b>Total Other Income</b>	<b>4,507.22</b>	<b>9,846.37</b>	<b>11,382.54</b>
<b>TOTAL OTHER OFFERINGS &amp; INCOME</b>	<b>4,507.22</b>	<b>10,257.37</b>	<b>11,999.59</b>

**CHOIR FUND (Restricted)  
For the period January 1 to May 31, 2020**

	<b>MONTH</b>	<b>CURRENT YTD</b>	<b>PRIOR YTD</b>
Balance - January 1		68,799.17	35,972.80
Receipts	18.25	161.07	0.00
Total cash available	18.25	68,960.24	35,972.80
Disbursements	0.00	0.00	0.00
<b>Balance - end of period</b>	<b>18.25</b>	<b>68,960.24</b>	<b>35,972.80</b>

**ST ANDREW'S UNITED CHURCH  
MISSION AND SERVICE FUND  
For the period January 1 to May 31, 2020**

	<u>MONTH</u>	<u>CURRENT YTD</u>	<u>PRIOR YTD</u>
Receipts for current period	966.32	6,496.60	7,947.60
Remittances for current period	966.32	6,496.60	7,947.60
Balance - end of period	0.00	0.00	0.00

**LOAVES AND FISHES FUND  
For the period January 1 to May 31, 2020**

	<u>MONTH</u>	<u>CURRENT YTD</u>	<u>PRIOR YTD</u>
Balance - January 1		42,756.42	39,932.77
Receipts	1,170.13	5,071.38	1,590.00
Total cash available	1,170.13	47,827.80	41,522.77
L & F disbursements	1,710.30	10,773.97	11,726.35
<b>Balance - end of period</b>	<b>-540.17</b>	<b>37,053.83</b>	<b>29,796.42</b>

**PLANNED GIFTS FUND  
For the period January 1 to May 31, 2020**

	<u>MONTH</u>	<u>CURRENT YTD</u>	<u>PRIOR YTD</u>
<b><u>PGF - Outreach-Worship-Education</u></b>			
Balance - January 1		108,441.60	61,589.81
Receipts	0.00	0.00	0.00
Interest received	13.08	184.39	0.00
Total available	13.08	108,625.99	61,589.81
Disbursements	0.00	440.00	0.00
Balance - end of period	13.08	108,185.99	61,589.81
<b><u>PGF - Building-Capital</u></b>			
Balance - January 1		49,239.58	0.00
Receipts	135,678.00	135,678.00	0.00
Interest received	12.26	181.12	0.00
Total available	135,690.26	185,098.70	0.00
Disbursements	0.00	3,084.42	0.00
Balance - end of period	135,690.26	182,014.28	0.00
<b>Total PGF - end of period</b>	<b>135,703.34</b>	<b>290,200.27</b>	<b>61,589.81</b>

**BUILDING RESTORATION FUND  
For the period January 1 to**

	<u>MONTH</u>	<u>CURRENT YTD</u>	<u>PRIOR YTD</u>
Balance - January 1		5,221.25	971.25
Plus: Buttress Offerings	0.00	350.00	1,770.00
Plus: Other Buttress Revenue	0.00	0.00	1,940.00
Less: Buttress Expenses	0.00	0.00	0.00
<b>Balance - end of period</b>	<b>0.00</b>	<b>5,571.25</b>	<b>4,681.25</b>