

St. Andrew's Congregational Meeting
 Held by *Zoom*, North Bay, ON
 Thursday November 26th, 2020 at 6:30 p.m.

Welcome (6:35 p.m.)	Tracy Davis welcomed everyone to the meeting.
Attendance	There were 37 members and adherents from St. Andrew's attending this Congregational <i>Zoom</i> meeting.
Zoom Voting	Karen Gooch offered instructions about how to vote using the <i>Zoom</i> interface. Beth Ward assisted with the vote counting during the meeting.
Chair/ Secretary	Tracy Davis brought forth motions to appoint a Chair and Secretary for this meeting: Motion 155/20 Derek Stott/ Peter Haddow moved that the Chair for this meeting be Pat Kirton-Bailey. Carried Motion 156/20 Derek Stott/ Peter Haddow moved that the Secretary for this meeting be Karen Gooch. Carried
Opening	Tracy Davis offered a brief reading from <i>Kneeling in Bethlehem</i> by Ann Weems entitled <i>This Year Will Be Different</i> . We are reminded to approach the season with joyful abandon and not let the best of intentions get the best of us. https://www.dioala.org/dfc/newsdetail_2/3182755
Agenda	Motion 157/20 Stuart Bailey/ Olive Cote moved that the agenda be accepted as circulated. Carried
Trustees	Motion 158/20 Olive Cote/ Jennifer Barnett moved that the Congregation accept the resignation of E. J. Roche as a Trustee of St. Andrew's Church. Carried Motion 158/20 Stuart Bailey/ Karen Gooch moved that the Congregation appoint John Wallace as a Trustee of St. Andrew's Church for a 5 year renewable term, effective November 26 th , 2020. Carried
New Business	
Financial Report	Appendix I Since this is her first Congregational meeting as our new Treasurer, Samantha Gravel offered a brief bio of herself. She then offered a financial statement for information dated October 31 st , 2020 which shows a year-to-date deficit of \$16,673.89. (Appendix I). This will be posted on our website.
Search Committee	At the October 1 st , 2020 Congregational meeting, the Search Committee reported that its members felt that the search for a Congregational Designated Minister (CDM) should be put on hold until we have a better handle on the churches finances. A discussion was held about whether or not we might move forward with this: <ul style="list-style-type: none"> • Questions have been asked about whether we need to review the number of hours and/or the job description given that our situation has changed due to the pandemic

and our recent belfry demolition. If this is what we want to do, then the Visioning Committee will have to be reconvened, as they are the ones responsible for developing the job description.

- The CDM position has been defined as a split between Christian Development and volunteer coordination. It would be easy to fill up the 18 hours currently proposed. How would a reduction in hours affect this work?
- Tracy Davis was given a chance to speak about the situation. She has been working hard to keep the church operating and is currently feeling very tired. She has accumulated 400 hours of overtime and has spent a great deal of time cleaning to ensure that we are meeting current health protocols. It has become quite difficult to manage the number of people that are dropping into the church every day. She feels that since we have been staff heavy in the past, people have developed expectations that she is not able to meet without help. How do we want her to use her time? Do we want her to spend time cleaning or do we want her to be connecting with the members of the congregation? People need to step up and help. She is worried that the congregation is very disconnected. Rebuilding is extremely important at the moment and that takes a personal touch.
- Money is a big worry currently. Can we afford not to hire someone? Would hiring extra help increase our revenue? We are currently under the budget for personnel spending this year. It is hard to separate support for Tracy with our worries about money, but are we willing to step up and support Tracy without spending money?
- After this discussion, the consensus was that we need more time to consider things and it should be revisited at the next Congregational meeting.

Financial Update **Appendix II**

Samantha Gravel presented information about money that we can potentially access to pay for the belfry project. To-date we have raised \$23,266.63 towards our \$486,000 fundraising goal. On top of direct donations, we have received money through CanadaHelps (on our website), our Go Fund Me page and e-transfers. We can access up to \$234,538.66 of the money that is currently invested at Assante Wealth Management (mostly under the terms of our Planned Gift Fund). We have been approved to borrow \$40,000 through the federal government pandemic business loan (CEBA) program (\$10,000 of which may be forgivable.) We have also received approval from the Canadian Shield Regional Council to borrow from our \$127,409.45 Manse Fund if required.

Motion 159/20

Olive Cote/ Derek Stott moved that the St. Andrew's Congregation use money that is currently invested at Assante Wealth Management (not including money in the Choir Fund) to help pay for the belfry project with the intention that it be repaid using money raised during our fundraising campaign. **Carried**

Belfry Update

- Doug McCausland spoke briefly about the fundraising campaign. He is working with Bruce Downey and they have prepared promotional material that is currently being distributed. They hope to directly contact church members and members of the wider community. They also hope to raise some money by selling some of the original 1904 bricks and the scrap metal from the demolition.
- Reid Milne offered an overview of the project to date. Priestly Demolition has completed their work and the flat roof should be completed in the next few

weeks. The repairs to the masonry on the remaining portion of the tower will be completed in the spring of 2021 since it is costly to do this work in the cold weather. Bricks were saved from the demolition to use for these repairs. Reid also spoke about some of the challenges that have been faced, including finding asbestos and some roof damage from falling bricks. These are not unexpected complications in a job such as this.

- The following motions were introduced:

Motion 160/20

Doug McCausland/ Bethany Brownlee moved that the Congregation affirm the decision of the Council to accept the quote from Designed Roofing for \$8,500.00 to put a flat roof on the remaining portion of the belfry tower. **Carried**

Motion 161/20

Stuart Bailey/ Natalie Wilson moved that the Congregation accept the quote from Brolga Construction for \$20,000 to repair the masonry on the remaining portion of the tower in the spring of 2021. **Carried**

Motion 162/20

Adam Adler/ Stuart Bailey moved that the Congregation empower the Council to review and approve any further quotes to complete the roof along with any plumbing, electrical and inside repair work that may be required for completion of the belfry project. **Carried**

- Documentation related to the belfry project can be found on our website.
<https://standrews-northbay.ca/belfry-tower/>

Other Business

Proposed Architect Ian Hill and engineer Al Evans are drawing plans (at no cost) for a
Spire proposed lighted spire to top the remaining portion of the tower which can be done at any point in the future. The Council has voted to add reinforcement to the flat roof to accommodate this addition since to do so later would add considerable expense. The spire will only proceed with congregational approval. There is no cost estimate yet.

Adjournment

John Balfe offered a closing prayer and the meeting adjourned at 8:30 p.m.

Next Executive Meeting Tuesday, December 8th, 2020 at 5:30 p.m. St. Andrew's

Next Council Meeting Tuesday, December 15th, 2020 at 6:30 p.m. Zoom

Chairperson, Pat Kirton-Bailey

Secretary, Karen Gooch

Appendix I

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

REVENUES	MONTH	CURRENT YTD	BUDGET YTD	PRIOR YTD
Offerings	13,507.36	118,836.71	175,000.00	152,716.71
Offerings - Deficit	0.00	1,864.00	0.00	7,327.50
Interest - Manse	0.00	1,747.89	0.00	1,942.16
Other Offerings & Income	0.00	19,436.53	33,333.30	27,136.94
TOTAL REVENUES	13,507.36	141,885.13	208,333.30	189,123.31
EXPENSES				
Personnel				
Salaries	7,851.74	74,375.80	82,695.00	93,416.09
Benefits	1,679.95	15,199.39	16,666.60	19,421.13
Telephone allowance	45.00	450.00	450.00	450.00
Vehicle allowance	100.00	1,516.66	2,250.00	2,240.40
Books/Educ allowance	0.00	0.00	1,500.80	735.85
Janitorial services	604.50	4,370.88	11,010.80	9,250.00
Treasurer / Accountant	350.00	1,200.00	0.00	0.00
Honoraria & Other Personnel	550.00	1,630.99	4,625.80	2,332.00
Total Personnel	11,181.19	98,743.72	119,199.00	127,845.47
Property				
Heating fuel	0.00	10,237.96	13,333.30	12,431.15
Utilities	295.62	4,203.88	6,250.00	4,816.80
Maintenance contracts	53.01	2,053.97	3,500.00	3,082.60
Repairs & maintenance	692.53	7,816.78	10,416.60	11,425.14
Supplies re property	282.34	1,701.17	2,500.00	1,636.37
Special Property Purchases	0.00	0.00	0.00	0.00
Insurance	1,210.39	10,515.35	10,000.00	10,936.51
Union Cemetery	0.00	0.00	0.00	0.00
Total Property	2,533.89	36,529.11	45,999.90	44,328.57
Administration				
Telephone/Internet	198.33	1,989.00	2,000.00	1,993.27
Office Supplies	323.84	4,605.63	4,000.00	5,392.02
Equip. Lease, Mtce, Purchase	223.48	2,294.53	2,333.30	2,234.71
Regional Dues	0.00	6,210.00	6,210.00	6,210.00
Total Administration	745.65	15,099.16	14,543.30	15,830.00
Worship				
Advertising	179.15	1,394.50	1,500.00	965.84
Other Worship Expenses	39.75	670.44	1,416.60	780.08
Total Worship	218.90	2,064.94	2,916.60	1,745.92
Christian Development	0.00	1,603.46	6,066.60	2,740.62
Pastoral Care	0.00	0.00	166.60	63.40
Outreach	0.00	0.00	166.60	0.00
Congregational Life	0.00	0.00	250.00	121.82
Inclusivity Committee	0.00	115.00	500.00	100.00
Broadview	0.00	0.00	1,666.60	1,839.64
Finance, Banking, Interest	60.03	1,403.63	2,083.30	1,522.84
Professional Fees (Review)	0.00	0.00	0.00	0.00
Allocation for Capital	300.00	3,000.00	3,000.00	3,000.00
Contingency	0.00	0.00	416.60	374.64
TOTAL EXPENSES	15,039.66	158,559.02	196,975.10	199,512.92
SURPLUS/(DEFICIT)	-1,532.30	-16,673.89	11,358.20	-10,389.61

**ST ANDREW'S UNITED CHURCH
 GENERAL FUND**

For the period January 1 to October 31, 2020

	<u>CURRENT YTD</u>	<u>PRIOR YTD</u>
General Fund - January 1	-28,823.06	-40,121.15
Surplus/(Deficit)	-16,673.89	-10,389.61
General Fund - end of period	<u>-45,496.95</u>	<u>-50,510.76</u>

SCHEDULE OF OTHER OFFERINGS & INCOME

For the period January 1 to October 31, 2020

	<u>MONTH</u>	<u>CURRENT YTD</u>	<u>PRIOR YTD</u>
OTHER OFFERINGS			
Envelopes	0.00	101.00	125.05
Observer	0.00	310.00	605.00
Renovations	0.00	0.00	0.00
Misc. Offerings	0.00	0.00	0.00
Total Other Offerings	0.00	411.00	730.05
OTHER INCOME			
Fund Raising Committee	0.00	1,000.00	1,940.00
Rent for Use of Church	0.00	2,162.00	18,543.55
Turkeyfest Donation	0.00	0.00	0.00
Sponsor a Turkey	0.00	0.00	675.00
Wedding/Funeral Honoraria	0.00	0.00	1,350.00
Church Fees - Weddings	0.00	0.00	0.00
Administration Income	0.00	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	3,791.71	3,793.34
Canda Helps-General Fund	0.00	0.00	0.00
Government Grants-General Fund	0.00	12,066.82	0.00
Total Other Income	0.00	19,025.53	26,406.89
TOTAL OTHER OFFERINGS & INCOME	0.00	19,436.53	27,136.94

CHOIR FUND (Restricted)

For the period January 1 to

	<u>MONTH</u>	<u>CURRENT YTD</u>	<u>PRIOR YTD</u>
Balance - January 1		68,799.17	35,972.80
Receipts	0.00	182.43	32,734.56
Total cash available	0.00	68,981.60	68,707.36
Disbursements	0.00	10,628.47	0.00
Balance - end of period	0.00	58,353.13	68,707.36

**ST ANDREW'S UNITED CHURCH
 MISSION AND SERVICE FUND**

For the period January 1 to October 31, 2020

	MONTH	CURRENT YTD	PRIOR YTD
Receipts for current period	1,513.32	11,797.20	14,950.20
Remittances for current period	0.00	0.00	0.00
Balance - end of period	1,513.32	11,797.20	14,950.20

LOAVES AND FISHES FUND

For the period January 1 to October 31, 2020

	MONTH	CURRENT YTD	PRIOR YTD
Balance - January 1		42,756.42	39,932.77
Receipts	983.00	11,498.38	3,462.20
Total cash available	983.00	54,254.80	43,394.97
L & F disbursements	0.00	6,496.60	14,950.20
Balance - end of period	983.00	47,758.20	28,444.77

PLANNED GIFTS FUND

For the period January 1 to

	MONTH	CURRENT YTD	PRIOR YTD
<u>PGF - Outreach-Worship-Education</u>			
Balance - January 1		108,441.60	61,589.81
Receipts	0.00	0.00	48,941.44
Interest received	0.00	199.70	160.41
Total available	0.00	108,641.30	110,691.66
Disbursements	0.00	0.00	0.00
Balance - end of period	0.00	108,641.30	110,691.66
<u>PGF - Building-Capital</u>			
Balance - January 1		49,239.58	0.00
Receipts	0.00	135,678.00	48,941.43
Interest received	0.00	195.48	160.42
Total available	0.00	185,113.06	49,101.85
Disbursements	0.00	440.00	1,705.24
Balance - end of period	0.00	184,673.06	47,396.61
Total PGF - end of period	0.00	293,314.36	158,088.27

BUILDING RESTORATION FUND

For the period January 1 to

	MONTH	CURRENT YTD	PRIOR YTD
Balance - January 1		5,221.25	971.25
Plus: Buttress Offerings	1,125.00	1,675.00	1,790.00
Plus: Other Buttress Revenue	0.00	0.00	1,960.00
Less: Buttress Expenses	0.00	0.00	0.00
Balance - end of period	1,125.00	6,896.25	4,721.25

Appendix II

ST ANDREW'S UNITED CHURCH
Investments

Funds At Assante

Investment Capital Fund	\$ 3,070.75
Investment Choir Fund	\$ 68,981.60
Investment-PGF-Out-Wor-Ed	\$ 49,439.27
Investment-PGF-Bldg-Cap	\$ 182,028.64
Investment-Bldg Restoration	\$ -
Total at Assante	\$ 303,520.26
Less Choir Fund	\$ (68,981.60)
	<u>\$ 234,538.66</u>

Funds At RBC

Manse Fund	\$ 127,409.45
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Donations Received for Belfry
25-Nov-20

Cheques or cash sent to church	\$ 21,325.00
CanadaHelps (through our website)	\$ 451.63
e-transfers	\$ 200.00
Go Fund Me	\$ 1,290.00
Total Donations Received	\$ 23,266.63