

**St. Andrew's United Church 2021 Annual General Meeting**

Held in the sanctuary  
 Sunday March 27<sup>th</sup> at 11:45 a.m.

<b>Welcome (11:46 a.m.)</b>	Lillian Roberts welcomed everyone and called the meeting to order.
<b>Attendance</b>	There were 37 members and adherents from St. Andrew's attending this Annual General Meeting.
<b>Chair/ Secretary</b>	A motion to appoint a Chair and Secretary for this meeting was presented for a vote: <b>Motion 020/22</b> Derek Stott/ Elizabeth Brownlee moved that Patricia Kirton-Bailey act as Chair and Ellen Ramsey as Secretary for this Annual General Meeting. <b>Carried</b>
<b>Voting Procedure</b>	The voting procedure was explained by Pat Kirton-Bailey. Members will vote by raising their hands and holding them up until the count is complete. Anyone moving or seconding a motion should clearly state their name so the secretary can record it correctly. If a secret ballot is requested, ballots will be handed out, collected and then counted by the scrutineers.
<b>Voting Privileges</b>	<b>Motion 021/22</b> Ellen Ramsey/ Derek Stott moved that in accordance with <i>The Manual 2022</i> (Section B.7.3.2) voting privileges be extended to all those who are adherents of St. Andrew's United Community of Faith and participating in this Annual General Meeting. <b>Carried</b>
<b>Opening Worship/ In Memorium</b>	Lillian Roberts offered a brief opening worship.  Prayers were offered for those from our Community of Faith who passed into spirit in 2021: Dennis Landry, Ross Gowan, Larry Boland and Inez Ross
<b>Agenda</b>	<b>Motion 022/22</b> Ellen Ramsey/ Derek Stott moved that the agenda (as printed on page 9 in the 2021 Annual Report) be approved as the agenda for this meeting. <b>Carried</b>
<b>Minutes of Previous Congregational Meetings</b>	<b>Motion 023/22</b> Ellen Ramsey/ Derek Stott moved that the minutes from the 2021 Annual General Meeting on April 27 <sup>th</sup> , 2021 (as found on pages 12-27 of the 2021 Annual Report) be approved as printed. <b>Carried</b>
<b>New Business</b>	
Acceptance of Committee Reports	<b>Motion 024/22</b> Stuart Bailey/ Reid Milne Jr. moved that the written reports of the committees with the exception of the Financial Reports (on pages 53-59 of the 2021 Annual Report) be accepted for information. <b>Carried</b>
Recognition of Lois Carey	On March 8 <sup>th</sup> , 2022, the St. Andrew's Council passed a motion to rename 'the parlour'. It will now be known as the Lois E. Carey Parlour in recognition of Lois' many years of service to the St. Andrew's Community. She has been involved in

many aspects of our church life but most notably she was the Council Secretary for 33 years before retiring in March of 2020 and she retired from her duties as our Historian in December of 2021. Derek Stott unveiled a plaque with artwork by Kimberly Robinson.

2021 Financial **Appendix I**

Report Pat Kirton-Bailey presented the financial statements from December 31<sup>st</sup>, 2021. (Appendix I or pg. 53-56 of the 2021 Annual Report).

- The total revenue for 2021 was \$184,844 with expenses of \$179,688 leaving a surplus of \$5,156. Adding the debt from previous years, the total debt at year-end was \$33,979.
- At the end of the year, the Outreach-Worship-Education portion of the Planned Gift Fund \$32,554 and the Building-Capital portion had \$0 as this money was used to pay all the invoices for the belfry demolition. The hope is that a over time some of this money can be recouped through further fundraising.
- The Loaves & Fishes had a balance of \$70,538 at year end thanks to many generous donations including \$20,000 from the *MacIsaac Foundation*.

**Motion 025/22**

John Wallace/ Lucien Masson moved that the December 31<sup>st</sup>, 2021 financial statement (as found on pages 53-56 of the 2021 Annual Report) be accepted for information and that the Council be given the authority to approve the financial statements once a review has been completed.

**Carried**

Budget **Appendix II**

Pat Kirton-Bailey presented the proposed budget for 2022. (Appendix II or pg. 57-59 of the 2021 Annual Report)

- The budget has estimated expenses of \$198,179 and it is hoped that \$194,900 can be raised through offerings and other revenue. This leaves a projected deficit of \$3,297.
- There was a question about whether it will be possible to raise \$175,000 through offerings.
- The other income included a one-time \$16,000 grant from the Canadian Shield Regional Council in 2021. It is anticipated that there will be an increase in income from rentals in 2022 as COVID restrictions are lifted to make up some of this money.
- The salary for the Loaves & Fishes Coordinator (\$3,760) will now be paid from the Loaves & Fishes budget rather than the personnel budget.
- The CEBA government pandemic loan is for \$60,000. If \$40,000 is repaid by December 31<sup>st</sup>, 2023 then the remaining \$20,000 becomes a grant. \$20,000 has been included in the budget for 2022 and \$20,000 will be included in the 2023 budget.

**Motion 026/22**

Elizabeth Brownlee/ Kimberly Robinson moved that the 2022 budget with a deficit of \$3,297.00 and expenditures of \$198,197.00 (as found on pages 57-99 of the 2021 Annual Report) be approved as presented.

**Carried**

M&S Objective The year-end statement includes the outstanding M&S 2021 contributions to be forwarded to the national church.

**Motion 027/22**

Stuart Bailey/ Derek Stott moved that our Mission & Service objective for 2022 be \$14,000.00, as recommended by Council. **Carried**

Governance Model **Appendix III**

The proposed Council model is made up of 14 elected people, including a Chair, 2 Vice Chairs, a Secretary, a Treasurer, 4 Liaisons, a Ministry & Personnel Representative, two Regional Council Representatives, two members-at-large and an appointed Trustee Representative. Each Liaison is responsible for bringing the concerns of one of the teams to the Council meetings and keeping the teams informed about the work of the Council. Each team is made up of several related committees. There is not longer a separate Executive.

**Motion 028/22**

Derek Stott/ Kim Delarosbel moved that the congregation receive the March 2022 report of the working group on governance and authorize the experimental transition to the described model effective as of the March 27<sup>th</sup>, 2022 Annual Meeting. **Carried**

**Motion 029/22**

Elizabeth Brownlee/ Marg Fleming moved that the Council elected on March 27<sup>th</sup>, 2022 review the new governance model after 6 months and recommend to the congregation, any needed adjustments to the constitution and that the updated constitution be approved during the fall of 2022. **Carried**

Slate of Officers The proposed Slate of Officers for St. Andrew's for 2022-2023 was presented by the Nomination Committee and was circulated before this meeting.

Elected Members of Council:

Chair (2-year term)	Doug McCausland
Co-Vice Chair	Kim Delarosbel
Co-Vice Chair	Bill Ingwersen
Secretary	Karen Gooch
Treasurer	Patricia Kirton-Bailey
Ministry & Personnel	Donna Landry
Administration Liaison	Lorie Fairburn
Facility Liaison	Howard Wurster
Living Mission Liaison	Derek Stott
Spiritual Life Liaison	Elizabeth Brownlee
Member-at-Large	Marg Fleming
Member-at-Large	Kimberly Robinson
Regional Council	Karen Gooch
Regional Council	Peter Haddow

Current Trustees:

Garth Goodhew (March 8th, 2025) \*Current Trustee Representative on Council  
Ed Mounce (March 8th, 2025)  
John Wallace (November 26th, 2025)  
Rev. Lillian Roberts (Ex Officio)

Pat Kirton-Bailey asked for nominations from the floor and there were none. The following motion was presented for a vote:

**Motion 030/22**

Wanda Wallace/ Garth Goodhew moved that the Slate of Officers for 2022-2023 be approved as presented. **Carried**

Below is a list of the teams and Committee Chairs.

Administration Team

Administration	Karen Gooch
Communications	Derek Stott
Finance/ Stewardship	Lorie Fairburn
Historian	Bethany Brownlee
Memorial Fund	<b>Vacant</b>
Nominations	<b>Vacant</b>

Facility Team

Building Use	Karen Gooch
Property	Reid Milne

Living Mission Team

Accessibility Officer	Derek Stott
Inclusivity	Donna Sinclair
Outreach/M&S	Stuart Bailey
Privacy Officer	Stuart Bailey

Spiritual Life

Fun(d) Raising/Congregational Life	Elizabeth Brownlee
Pastoral Care	Cathy Coleman
Worship/Christian Development	Kim Delarosbel/ Ralph Johnston

The following motions were presented for a vote of affirmation.

**Motion 031/22**

Wanda Wallace/ Garth Goodhew moved that the members of the St. Andrew's Church Ministry & Personnel Committee for 2022-2023 will be Donna Landry (Chair), Lucien Masson and Donna Sinclair. **Carried**

**Motion 032/22**

Wanda Wallace/ Bruce Downey moved that the Canadian Shield Regional Council Representatives for St. Andrew's Church for 2022-2023 will be Karen Gooch and Peter Haddow. **Carried**

The Council will be empowered to fill any Council vacancies that occur before the next AGM.

**Motion 033/22**

Wanda Wallace/ Bruce Downey moved that the Church Council have authority to fill Council vacancies during 2022-2023. **Carried**

A list of those who served as members of our committees and teams in 2021 can be found on pages 32-33 of the 2021 Annual Report. Thanks was offered for those who will not be carrying on with their roles in 2022.

Flood Restoration Update Reid Milne Jr. and Gath Goodhew provided an update on the flood restoration work.

- The old boilers and the rented hot water tank have been removed.

Held in the sanctuary

Sunday March 27<sup>th</sup> at 11:45 a.m.

- The insurance adjustor is evaluating the crack in the foundation slab under the gym floor to determine if the repair will be covered. There are also ongoing discussions about flooring in other areas of the basement including the kitchen, nursery and washrooms.
- The propane tank outside the sanctuary will be removed soon and the stain glass window will be reinstalled.
- The lift is now operational.
- Garth thanked Reid for all of his work. Reid has helped to keep expenses down.

Post June 2022 Ministry Lillian Roberts appointment as Interim Minister will end in June. The search process for a long-term minister has begun but will not likely be complete before the end of the year. A short-term appointment is being considered, but we may end up with a Pastoral Charge Supervisor.

Joint United Talks Church There has been some recent discussion about the future of the United Church in North Bay and a meeting is planned explore the possibilities of increased cooperation among all the local churches.

**Motion 034/22**

Kim Delarosbel/ Wanda Wallace moved that the St. Andrew's send representation to a planned meeting of all the North Bay United Churches to discuss the future of the church in the city. **Carried**

Courtesies Pat Kirton-Bailey thanked all those who have served on Council over the last year. Special thanks to Ellen Ramsey for filling in as Secretary at this meeting and to Donna Sinclair and Liz Brownlee for providing cookies for this meeting. Special thanks also to Derek Stott for all his hard work since the start of COVID keeping us informed through the web page, recording all our services and just being available when he was needed.

**Other Business**

None

**Adjournment**

A closing prayer was offered by Lillian Roberts followed by the singing of hymn #958 (VU). The meeting adjourned at 1:19 p.m.

**Next Council Meeting**

Tuesday, April 19<sup>th</sup>, 2022 at 6:30 p.m.

TBA

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Chairperson, Pat Kirton-Bailey

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Secretary, Ellen Ramsey

**Appendix I**

**ST ANDREW'S UNITED CHURCH  
 INCOME STATEMENT – GENERAL FUND  
 FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2021**

	<b>2020 ACTUAL</b>	<b>2021 BUDGET</b>	<b>2021 ACTUAL</b>
<b>INCOME</b>			
Offerings	157,527	175,000	143,872
Offerings for Deficit	1,864		100
Fund Raising Committee	0		0
Interest-Manse	2,330		1942
Other	24,439	32,000	38930
<b>TOTAL INCOME</b>	<b>186,161</b>	<b>207,000</b>	<b>184,844</b>
<b>EXPENSES</b>			
Salaries	90,063	80,000	88,633
Benefits and Pensions	17,929	10,000	9,623
Telephone	540	1,200	860
Car	1,717	1,450	1,200
Library and Education Allowance	0	2,000	614
Treasurer/Accountant	1,900	4,200	4,695.24
Janitorial/ Honoria and Other	6,905	12,700	2,528
<b>TOTAL PERSONNEL</b>	<b>119,054</b>	<b>111,550</b>	<b>108,153</b>
Fuel	13,154	16,000	15,056
Utilities	5,044	7,500	5,061
Repairs	13,287	13,500	5,593
Insurance	12,936	16,000	15,844
Maintenance Contracts	3,246	4,200	3,100
Special Property Projects	0	0	0
Janitorial Supplies	1,799	3,000	472
Union Cemetery	0	200	0
<b>TOTAL PROPERTY</b>	<b>49,466</b>	<b>60,400</b>	<b>45,126</b>
Office, Postage	4,793	5,000	3,586
Regional Council Assessment	8,279	10,000	10,349
Office Equipment	2,965	3,100	2,751
Telephone/Internet	2,389	2,400	2,627
<b>TOTAL ADMINISTRATION</b>	<b>18,426</b>	<b>20,500</b>	<b>19,313</b>
Advertising	1,394	200	0
Worship Expenses	1,038	1,700	990
<b>TOTAL WORSHIP</b>	<b>2,432</b>	<b>1,900</b>	<b>990</b>
<b>BROADVIEW</b>	<b>0</b>	<b>2,000</b>	<b>1,375</b>
<b>CHRISTIAN DEVELOPMENT</b>	<b>1,726</b>	<b>7,280</b>	<b>51</b>
<b>FINANCE</b>	<b>1,534</b>	<b>4,300</b>	<b>965</b>
<b>OUTREACH</b>	<b>0</b>	<b>200</b>	<b>0</b>
<b>PASTORAL CARE</b>	<b>0</b>	<b>200</b>	<b>0</b>
<b>CONGREGATIONAL LIFE</b>	<b>119</b>	<b>300</b>	<b>0</b>
<b>INCLUSIVITY</b>	<b>115</b>	<b>600</b>	<b>115</b>
<b>ALLOCATION FOR CAPITAL</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>
<b>CONTINGENCY FUNDS</b>	<b>0</b>	<b>500</b>	<b>0</b>
<b>TOTAL EXPENSES</b>	<b>196,473</b>	<b>215,130</b>	<b>179,688</b>
<b>SURPLUS (DEFICIT) FOR YEAR</b>	<b>(10,312)</b>		<b>5,156</b>
<b>SURPLUS (DEBT) - BEGINNING OF YEAR</b>	<b>(28,823)</b>		<b>(39,135)</b>
<b>GENERAL FUND - DECEMBER 31<sup>ST</sup></b>	<b>(39,135)</b>		<b>(33,979)</b>

CAPITAL FUND  
 FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2021

	<u>2020</u>	<u>2021</u>
Balance - Beginning of Year	6,273	3,678
Plus: Transferred from Operating Fund	3,600	3,600
Interest	29	7
Less: Disbursements		
Transferred to Building Restoration Fund	6,224	0
<b>BALANCE - END OF YEAR</b>	<b>3,678</b>	<b>7,285</b>

PLANNED GIFTS FUND  
 FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2021

	<u>2020</u>	<u>2021</u>
<b><u>PGF OUTREACH-WORSHIP-EDUCATION</u></b>		
Balance - Beginning of Year	108,441	32,456
Plus: Receipts	0	0
Interest	242	98
Less: Disbursements	76,227	0
<b>BALANCE - END OF YEAR</b>	<b>32,456</b>	<b>32,554</b>
<b><u>PGF BUILDING-CAPITAL</u></b>		
Balance - Beginning of Year	49,240	0
Plus: Receipts	135,678	0
Interest	392	0
Less: Disbursements	185,310	0
<b>BALANCE - END OF YEAR</b>	<b>0</b>	<b>0</b>
<b>TOTAL PGF - END OF YEAR</b>	<b>32,456</b>	<b>32,554</b>

BUILDING RESTORATION FUND  
 FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2021

	<u>2020</u>	<u>2021</u>
Balance - Beginning of Year	5,221	0
Plus: Transferred from other funds	0	0
Offerings	0	41,398
Other revenue	0	17,098
Less: Expenses	5,221	75,992
<b>BALANCE - END OF YEAR</b>	<b>0</b>	<b>(17,497)</b>

LOAVES & FISHES

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2021

	<u>2020</u>	<u>2021</u>
Balance - Beginning of Year	42,756	58,762
Plus: Receipts	34,734	32,690
Transferred from other funds	0	0
Less: Disbursements	18,728	20,914
<b>BALANCE - END OF YEAR</b>	<b>58,762</b>	<b>70,538</b>

CHOIR FUND

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2021

	<u>2020</u>	<u>2021</u>
Balance - Beginning of Year	68,799	39,040
Plus: Receipts	0	0
Interest	241	117
Less: Disbursements	0	0
<b>BALANCE - END OF YEAR</b>	<b>39,040</b>	<b>39,157</b>

MISSION & SERVICE FUND

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2021

	<u>2020</u>	<u>2021</u>
Balance - Beginning of Year	0	7,663
Plus: Receipts	14,160	15,784
Less: Forwarded to United Church M & S	6,497	11,150
<b>BALANCE - END OF YEAR</b>	<b><sup>1.</sup> 7,663</b>	<b><sup>2.</sup> 12,297</b>

<sup>1</sup>There was an oversight in remitting the last quarter of the Mission & Service Fund in 2020. It was forwarded and the amount was added to the congregation's 2021 contribution.

<sup>2</sup>There was an oversight in remitting the last quarter of the Mission & Service Fund in 2021. It will be forwarded and the amount will be added to the congregation's 2022 contribution.



**Appendix II**

**ST. ANDREW'S UNITED CHURCH  
 OUR PRAYER OF COMMITMENT FOR 2022  
OPERATING BUDGET – GENERAL FUND**

	<b>2020 Actual</b>	<b>2021 Budget</b>	<b>2021 Actual</b>	<b>2022 Budget</b>
<b>REVENUE</b>				
Offerings	157,527	175,000	143,872	175,000
Other Income	28,634	32,000	40,972	39,900
<b>TOTAL REVENUE</b>	<b>186,161</b>	<b>207,000</b>	<b>184,844</b>	<b>194,900</b>
<b>EXPENSES</b>				
Salaries	90,063	80,000	88,633	85,732
Benefits and Pensions	17,929	10,000	9,623	7,449
Telephone	540	1,200	860	600
Car Allowance	1,717	2,000	1,200	1,200
Continuing Education	0	1,450	614	1,358
Cleaning Contract	5,042	10,200	0	0
Treasurer	1,900	4,200	4,695	0
Honoraria	1,863	2,500	2,528	0
<b>TOTAL PERSONNEL</b>	<b>119,054</b>	<b>111,550</b>	<b>119,054</b>	<b>96,338</b>
Fuel	13,154	16,000	15,056	14,000
Utilities	5,044	7,500	5,061	6,000
Repairs	13,287	13,500	5,593	6,000
Insurance	12,936	16,000	15,844	22,244
Maintenance Contracts	3,246	4,200	3,100	0
Supplies	1,799	3,000	472	1,000
Union Cemetery	0	200	0	200
<b>TOTAL PROPERTY</b>	<b>49,466</b>	<b>60,400</b>	<b>49,466</b>	<b>49,444</b>
Office, Postage	4,793	5,000	3,586	4,000
Regional Council Assessment	8,279	10,000	10,349	7,940
Office Equipment	2,965	3,100	2,751	2,200
Computer Upgrades	0	600	0	800
Telephone/Internet	2,389	2,400	2,627	3,000
<b>TOTAL ADMINISTRATION</b>	<b>18,426</b>	<b>21,100</b>	<b>19,313</b>	<b>17,940</b>
Advertising	1,394	200	0	100
Worship Expenses	1,038	0	0	500
Pulpit Supply	0	1,700	990	4,000
Christian Development	1,726	2,290	51	2,000
<b>TOTAL WORSHIP/ CHRISTIAN DEVELOPMENT</b>	<b>4,158</b>	<b>4,190</b>	<b>1,041</b>	<b>6,600</b>
BROADVIEW	0	4,000	1,375	1,375
FINANCE	1,534	1,800	965	1,300
OUTREACH	0	200	0	100
PASTORAL CARE	0	200	0	200
CONGREGATIONAL LIFE	119	300	0	200
INCLUSIVITY	115	750	115	600
ALLOCATION FOR CAPITAL	3,600	3,600	3,600	3,600
CONTINGENCY FUNDS	0	500	0	500
COVID-19 LOAN	0	0	0	20,000
<b>TOTAL EXPENSES</b>	<b>196,473</b>	<b>215,130</b>	<b>179,688</b>	<b>198,197</b>

**Appendix III**

# Council Organization – total membership 15

( note: chair or co-chairs only vote(s) in the advent of a tie; ministry personnel is entitled to vote but generally refrains from doing so,)

