

St. Andrew's Council Meeting
Lois E. Carey Parlour
Tuesday May 17th, 2022 at 7:00 p.m.

Welcome and Opening (6:34 p.m.)	Doug McCausland opened the meeting in the Lois E. Carey Parlour and welcomed everyone. One member joined the meeting electronically. A special welcome was given to members of the Profile Committee who attended to present the final recommendations that have come from their work.
Attendance	Elizabeth Brownlee, Kim Delarosbel, Lorie Fairburn, Marg Fleming, Garth Goodhew, Karen Gooch (Secretary), Bill Ingwersen, Pat Kirton-Bailey, Donna Landry, Doug McCausland (Chair), Rev. Lillian Roberts (Interim Minister), Derek Stott, Howard Wurster (14)
Guests	Stuart Bailey, Kathy Payne, Donna Sinclair
Worship	<p>Lillian Roberts opened a brief worship by lighting a candle and offering a reading from Deuteronomy 30. The reading contains farewell words from Moses and speaks about life and prosperity and shadows of death and destruction. Lillian asked members to offer their wisdom about the following:</p> <p>What does life and prosperity look like at St. Andrew'?</p> <ul style="list-style-type: none"> • Generous gifts (\$10,000) • Willingness to build bridges and work together • A new Council is a sign of life • A common goal to remain viable • Remaining active beyond worship <p>Where are the shadows of death and destruction?</p> <ul style="list-style-type: none"> • Us vs them mentality • We need to bring problems out in the open <p>What does crossing over to the Promised Land look like for St. Andrew's?</p> <ul style="list-style-type: none"> • Talking to one another • Being open to differences • Embracing our Affirming status • Embracing shadows and life • Hope and looking at what we could be • Our volunteers who share their gifts • Be a light to spread God's word • Coming to grips with reality so we have a realistic picture of our community
Touchstones	Doug McCausland read our Touchstones aloud.
Corresponding Members	<p>Motion 042/22 Pat Kirton-Bailey/ Lorie Fairburn moved that Stuart Bailey, Kathy Payne and Donna Sinclair be made corresponding members for this meeting. Carried</p>
Agenda	<p>Motion 043/22 Pat Kirton-Bailey/ Kim Delarosbel moved that the agenda be accepted with one addition – discussion of a possible Council retreat. Carried</p>

Minutes of Previous Meeting

Motion 044/22

Gath Goodhew/ Marg Fleming moved that the minutes from the April 17th, 2022 Council meeting be accepted as circulated with one change. It was agreed that the acronym we should be using is 2SLGBTQ+ when referring to our Affirming status.

Carried

Correspondence

Several pieces of correspondence were read aloud by Karen Gooch.

- There was a response from Trinity regarding the April 3rd from Nadzeya Salonovich asking if we might consider sponsoring a refugee family from Ukraine. Their response also included some related background information. Omond Memorial has also expressed some interest in becoming involved. This is a big, but worth well commitment. A shared task such as this could be a good community builder. Lorie Fairburn offered to reach out to Trinity about this.
- An email dated May 16th, 2022 was received from Peter Haddow offering his resignation as our Regional Council Representative effective immediately. He is also resigning as the Loaves & Fishes Coordinator effective June 30th, 2022. He stated that he no longer be a member of St. Andrew's Church.

Motion 045/22

Pat Kirton-Bailey/ Karen Gooch moved that Council accept with thanks and regret the resignation Peter Haddow, as Regional Council Representative and Loaves & Fishes Coordinator.

Carried

Doug McCausland and Kim Delarosbel offered to write a letter of thanks to Peter and his partner Rod Desjardin.

Peter's letter led to a lengthy discussion about why he and Rod have decided to take this action after many valuable years of involvement with the congregation.

- A verbal assault by an individual from the congregation a couple of months ago and our inability to address this head on ultimately led to Peter and Rod's resignations. Any kind of harassment against one member of our community should be considered an assault against all of us. Awareness is key since we don't know how oppression feels unless we have experienced it.
- Past attempts to deal with this and similar issues have failed perhaps due to our politeness or perhaps due to the fact that the assailant may not feel they have done anything wrong.
- The Pride flag has become a flash point since it means different things to different people. Members of the 2SLGBT+ community feel the flag is a symbol of safety, protection and welcome. Our actions (or inaction) can take away from that and we have lost a number of people because of this. PIE means more than displaying a symbol. Our language and actions are very important.
- We need to be open and be willing to listen. We need to be willing to talk about the root of the issues we are facing as they will not just disappear.
- Although there has not been a formal charge of harassment, there have been a number of other incidents. We should encourage people to become aware of the United Church harassment policy.

[Workplace Discrimination, Harassment, and Violence Prevention and Response Policy \(united-church.ca\)](#)

- It does seem that it is OK to harass others in the wider world these days, but we should be doing the right thing and this is a moment to be PIE. This is something that belongs to our whole community.
- In the current case it does not seem that mediation would be helpful. A letter should be written to the individual to make them aware of the affect their actions have had and then they should be given a chance to respond. Kim Delarosbel will write the letter and then will work with Donna Landry to set up a meeting with the individual to discuss the situation.
- It was agreed that we have been remiss in not dealing with this situation earlier. We may have taken time to reach the point we are at, but it led to the very important conversation we had.

Motion 046/22

Lorie Fairburn/ Elizabeth Brownlee moved that Kim Delarosbel write a letter from Council outlining concerns about the behavior of one of our members. Following receipt of the letter, a meeting will be set up with the individual, Kim and Donna Landry. **Carried**

- Moving forward, we will need to find a new Loaves & Fishes Coordinator. This will take involvement of the Outreach and M&P Committees. Another Canadian Shield Regional Council Reprehensive will be needed. Speak with Karen Gooch if you or anyone you know may be interested.

New Business

Profile Committee
Report

The Profile Committee presented several documents that are required for us to move into a search for new Ministry Personnel. Members of the Committee are: Stuart Bailey, Bill Ingwersen, Kathy Payne and Donna Sinclair. Karen Brophy has been our Regional Council Liaison, but will be unable to continue in this role. A new Liaison will be appointed to work with the Search Committee. Beth Ward resigned from the Profile Committee several weeks ago.

- Living Faith Story – Donna Sinclair summarized the contents of the Living Faith Story which begins with background information about St. Andrew's. Information in the report came from several sources including the listening team that was able to hear from a good sample of the congregation. There was also a discussion with Lillian Roberts and the work of the earlier Visioning Committee was referenced. Some of the observations:
 - There is a fracture around our Affirming status and there are some unspoken feelings.
 - There remains a sense of deep spirituality and connection with the divine even during the pandemic
 - Loaves & Fishes reminds us to look outside our own walls.
 - There have been some risks taken, including during the earlier conversation from this meeting.
 - There is gratefulness for the gifts of every member of the congregation.
 - We are currently on a journey to discover the unknown.
 - The community is longing for reconnection.
 - Caring for the earth is an important part of our mission.
 - Although this is an aging congregation, this means there is wisdom to pass on to the people who follow us.

- People seem ready to face the future with bold ideas.
- Suggestions – The main recommendation of the Profile Committee is that we search for another Transitional Minister at ¾ time for a period of 18 months. During this period, we should engage with the other United Churches in North Bay to consider ways of cooperating with each other moving forward. We should also look how we can reaffirm our Affirming status. In order to help attract someone to the position we need to emphasize the appeal of living in the north.
- Financial Viability – Stuart Bailey spoke about our financial viability. Although our revenue has been down during the pandemic, recently it has exceeded our expenses. We have received several significant gifts, including a \$10,000 donation meant to go towards the repayment of our pandemic government loan. Our payroll has been lower than it traditionally has and maintenance costs have not been excessive. Special thanks is offered to our Treasurer, Pat Kirton-Bailey who helped compile the financial information.
- Job Description – More time is needed before we hire permanent Ministry Personnel. The final report from the Transition Team offers a lot of guidance in developing this job description. The person we hire should prioritize the following:
 - Supporting reconnection of the congregation members following COVID and the discussions with other North Bay United Churches.
 - Following the recommendations laid out in the Transition Team report.
- Finding a minister will be a challenge and will take some work and creativity. We will need a more mature person to fill the position and perhaps a retiree may be enticed for a short-term appointment if we can address housing issues. The supply minister could be from outside the United Church. We should make use of resources to try and attract someone to the north. For example, the Regional Council is currently working on a video about working in Northern Ontario.
- The Congregation will have to support these recommendations before we move forward. It was decided that we will call a congregational meeting for Sunday June 5th where approval will be sought and a Search Committee of 3 or 4 people will be appointed. With Regional Council approval, our profile will be posted on ChurchHub. It will be visible to ministers who are searching for a position. Although we will likely need to cast a wider net during our search.

Motion 047/22

Kim Delarosbel/ Pat Kirton-Bailey moved that St. Andrew's Council accept the report from the Profile Committee with thanks.

Carried

Motion 048/22

Pat Kirton-Bailey/ Garth Goodhew moved that St. Andrew's Council call a congregational meeting for Sunday June 5th, 2022 following worship to seek approval of the Profile Committee's report and to appoint members to a search committee.

Carried

The documents from the Profile Committee can be found at:

[Living-Faith-Story-FINAL-1.pdf \(standrews-northbay.ca\)](#)

[Suggestions-from-Profile-Committee-FINAL-.pdf \(standrews-northbay.ca\)](#)

[Scanned Document \(standrews-northbay.ca\)](#) (Financial Viability)

[Supply-Ministry-Job-Description.pdf \(standrews-northbay.ca\)](#)

Financial Report **Appendix I**

The following items related to the finances were discussed:

- Financial Statement – Pat Kirton-Bailey presented a financial report dated April 30th, 2022 (Appendix I) which shows revenue of \$63,442.80 and expenses of \$69,474.77 leaving a deficit to-date of \$6,031.97. Pat brought to our attention the following items:
 - The utilities are over \$20,000 to date. This is due to the high cost of running electric heaters after the flooding. A percentage of this will be covered by the flood insurance.
 - Although the heating fuel costs of \$3,500 seem high due to the fact that the boilers were not operational, this is because we are on equal billing and so we will receive an adjustment at the end of the year.
 - HST rebates for 2019 and 2020 have been applied for.
 - Our M&S remittances should be soon up-to-date.
- Gift – There was a steep learning curve to catch up on 3 months of financial data, but our bookkeeper Janet Ross has finally completed the task. It was suggested that she should give her a \$100 gas gift card to recognize that extra work she had to do to accomplish this. Special thanks was also offered to Donna Landry for volunteering to train Janet on how to use our accounting software.

Motion 049/22

Elizabeth Brownlee/ Kim Delarosbel moved that St. Andrew's Council present a \$100 gas gift card to Janet Ross in recognition of the extra work she has done to bring our books up to date. **Carried**

- Financial Appeal Letter – It was agreed that even though it will cost about \$500 to mail out a financial appeal letter, it is a good idea and it is also an opportunity to connect with those who are not connecting online. The letter should go out as soon as possible and include some good news stories about why people give. It should also include an item about the Profile Committee report and the upcoming Congregational meeting.

Motion 050/22

Pat Kirton-Bailey/Lorie Fairburn moved that the financial report be accepted as presented. **Carried**

Other Business

Membership Louise Ells has asked to become a member of St. Andrew's by baptism and profession of faith. This will take place at her home on Lake Nipissing on June 5th, 2022 and will include baptism by immersion.

Motion 051/22

Elizabeth Brownlee/Lorie Fairburn moved that Louise Ells be accepted as a member of St. Andrew's by baptism and profession of faith. **Carried**

Upcoming Meeting Given that it was past 10:00 p.m. and there were still outstanding agenda items, it was agreed that another meeting will be called specifically to deal with these items. Following the adjournment, Lillian Roberts, Doug McCausland and Karen Gooch decided the meeting will be held on Tuesday May 31st.

Round Table Doug McCausland gave everyone an opportunity to speak about something they found positive about the meeting.

- People were glad to be together.
- It was felt that there was some good honest dialogue that will lead to positive results.
- There was a feeling that we are moving forward.
- It appears that this new Council will work well together.

Adjournment

Lillian Roberts offered a prayer and the meeting adjourned at 10:15 p.m.

Upcoming Council Meetings

Tuesday May 31th, 2022 at 7:00 p.m.
Tuesday June 14th, 2022 at 7:00 p.m.

Lois E. Carey Parlour
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Congregational Meeting

Sunday June 5th, 2022

Following worship

Chairperson, Doug McCausland

Secretary, Karen Gooch

Appendix I

St. Andrews United Church					
Comparative Income Statement					
	Actual 2022/01/01 to 2022/04/30		Budget 2022/01/01 to 2022/12/31		Percent
REVENUE					
General Fund Revenue					
Offerings - General Fund		50,192.00		175,000.00	-71.32
Offerings - Deficit		10,000.00		0.00	
Offerings - Envelopes	60.00		0.00		
Offerings - Broadview	145.00		0.00		
Offerings - Renovations	150.00		0.00		
Offerings - Misc	267.30		0.00		
Other General Offerings	622.30	622.30	0.00	0.00	
Rent for Use of Church	372.00		0.00		
Misc. Income	806.50		19,900.00		-95.95
Can. Helps-Gen Fund	1,450.00		0.00		
Total Other Revenue	2,628.50	2,628.50	19,900.00	19,900.00	-86.79
Total General Fund Revenue		63,442.80		194,900.00	-67.45
EXPENSES					
Personnel					
Salaries		31,611.60		85,732.00	-63.13
Vehicle Allowance		300.00		1,200.00	-75.00
Telephone Allowance		225.00		600.00	-62.50
Book/Educ Allowance		0.00		1,358.00	-100.00
Employers El Exp	523.69		0.00		
Employers CPP Exp	1,073.67		0.00		
WSIB Expense	28.83		0.00		
Total Employee Benefits	1,626.19	1626.19	7,449.00	7,449.00	-78.17
Treasurer / Accountant		350.00			
Honoraria/pulpit supplies		224.00		4,000.00	-94.40
Other Personnel Expenses		132.16			
Total Personnel Expenses		34,468.95		100,339.00	-65.65
Property					
Heating Fuel		3,566.30		14,000.00	-74.53
Utilities		20,170.54		6,000.00	236.18
Mtce Contracts		1,325.89			
Repairs & Mtce		873.17		6,000.00	-85.45
Janitorial Supplies		0.00		1,000.00	-100.00
Insurance		4,937.73		22,244.00	-77.80
Union Cemetery		0.00		200.00	-100.00
Total Property Expenses		30,873.63		49,444.00	-37.56

St. Andrews United Church				
Comparative Income Statement				
Administration				
Office Supplies		771.54	4,000.00	-80.71
Telephone/Internet		625.82	3,000.00	-79.14
Postage/Courier		296.22		
Office Equip Lease		860.00	2,200.00	-60.91
Office Equipment Mtce		59.77	800.00	-92.53
Office Equip Purchase		0.00	0.00	
Regional Dues		0.00	7,940.00	-100.00
Total Administration Expenses		2,613.35	17,940.00	-85.43
Worship				
Advertising		0.00	100.00	-100.00
Worship Supplies		35.34	500.00	-92.93
Other Worship Supplies		0.00		
Total Worship Expenses		35.34	600.00	-94.11
Christian Development				
Church School Expenses		0.00	2,000.00	-100.00
Other Christian Dev. Expenses		0.00		
Total Christian Dev. Expenses		0.00	2,000.00	-100.00
Finance				
Bank Service Charges		160.24	1,300.00	-87.67
Interest/ Finance Expense		123.26		
Other		0.00		
Total Finance Expenses		283.50	1,300.00	-78.19
Other General Fund				
Outreach Comm. Expenses		0.00	100.00	-100.00
Pastoral Care Expenses		0.00	200.00	-100.00
Congregational Life Expenses		0.00	200.00	-100.00
Inclusivity Comm Expenses		0.00	600.00	-100.00
Broadview		0.00	1,375.00	-100.00
Covid-19 Loan		0.00	20,000.00	-100.00
Allocation for Capital Expenses		1,200.00	3,600.00	-66.67
Contingency Expenses		0.00	500.00	-100.00
Total Other General Expenses		1,200.00	26,575.00	-95.48
TOTAL EXPENSE		69,474.77	198,198.00	-64.95
NET INCOME		-6,031.97	-3,298.00	82.90
Generated On: 2022/05/17				

M&S Fund Revenue				
M & S Offerings	5,269.28		14,000	-62.36
M & S Other Revenue	0.00		0.00	
Total M&S Fund Revenue	5,269.28		14,000	-62.36
L & F Fund Revenue				
L & F Offerings	2,093.00		0.00	
L & F Other Revenue	0.00		0.00	
Total L&F Fund Revenue	2,093.00		0.00	
Total L&F Fund Expenses		-6,831.10	0.00	
Memorial Committee Revenue				
Memorial Committee Offering	440.00		0.00	
Memorial Committee Other	0.00		0.00	
Memorial Committee Paid	0.00		0.00	
Total Memorial Comm Revenue	440.00		0.00	