

St. Andrew's Council Meeting
 Lois E. Carey Parlour
 Wednesday September 21st, 2022 at 7:00 p.m.

Welcome and Opening (7:00 p.m.)	Doug McCausland welcomed everyone and opened the meeting.
Attendance	Elizabeth Brownlee, Lorie Fairburn, Marg Fleming, Karen Gooch (Secretary), Bill Ingwersen, Pat Kirton-Bailey, Donna Landry, Doug McCausland (Chair), Kathie Smith (Pastoral Charge Supervisor), Derek Stott, Howard Wurster (11)
Regrets	Garth Goodhew, Kimberly Robinson
Guest	Joyce Boston
Touchstones	Doug McCausland read our Touchstones aloud.
Agenda	Motion 076/22 Pat Kirton-Bailey/ Elizabeth Brownlee moved that the agenda be accepted as circulated. Carried
Minutes of Previous Meeting	Motion 077/22 Karen Gooch/ Derek Stott moved that the minutes from July 19 th , 2022 be accepted with the correction of a couple of minor errors. Carried
Correspondence	Correspondence was received from the <i>United Church of Canada Foundation</i> regarding the Fall 2020 <i>Seeds of Hope Grant</i> . There is money available for new, unique projects. The deadline for applications is October 15 th . People were asked to contact Karen Gooch for more information.
Business Arising	
Email Polls	Appendix I <ul style="list-style-type: none"> The job description for the Loaves & Fishes Coordinator position (Appendix I) was approved by email poll on August 22nd, 2022. Motion 074/22 Donna Landry/Elizabeth Brownlee moved that St. Andrew's Council approve the job description for the Loaves & Fishes Coordinator position as circulated. Carried Derek Stott proposed that St. Andrew's apply for funding from the Ontario Government to upgrade our security system. The following motion was approved by email poll on August 23rd, 2022. Motion 075/22 Derek Stott/ Garth Goodhew moved that: WHEREAS the Ontario Provincial Government is making funding available for security equipment upgrading, and WHEREAS St. Andrew's United Church has identifiable gaps and insufficiencies in the monitoring and securing of the physical church premises,

BE IT RESOLVED THAT the application process for available funding under the *Ontario Grant to Support Anti-Hate Security Measures for Faith-Based and Cultural Organizations* program be initiated as soon as possible. **Carried**

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|-----------------------------|---|
| Loaves & Fishes Coordinator | <p>Donna Landry (M&P Chair) updated Council regarding the Loaves & Fishes Coordinator position.</p> <ul style="list-style-type: none">• Lorie Fairburn left the meeting for this discussion since she applied for this position. Donna declared a conflict of interest since Lorie is her sister.• The Council approved a job description by email poll on August 22nd and the job opening was posted. The deadline for applications is Friday September 23rd and to date there is only one applicant. Donna has discussed the situation with Doug McCausland (Council Chair) and Stuart Bailey (Outreach Chair).• Lu Masson and Stuart Bailey will arrange to conduct an interview with Lorie in the next few days and with any other candidates who apply before the deadline. Once the M&P Committee has a hiring recommendation, the Council will vote on it by email poll in order to ensure the position can be filled by October 1st. |
| Brick Campaign | <p>A proposal to raise money for a new steeple by selling bricks from the old belfry tower was presented by Doug McCausland. However, after some discussion it was agreed by consensus that we should table any further discussion on this until the new year. Several factors were considered:</p> <ul style="list-style-type: none">• Approval would be needed from the congregation to proceed with any further work. It is uncertain that such approval would be assured given that there appears to be mixed feelings from the Council members and the congregation about whether it is the right time to move forward with more construction.• There was a motion passed by the congregation to use our investment money to pay for the belfry project with the intention that the money would be repaid through future fundraising. (Motion 160/20 was passed at a congregational meeting on November 26th, 2020.) This should be revisited.• There is no estimate of the cost to add a new steeple, although the architect has offered to cover the cost of designing it.• Some felt we should wait and see the direction that joint United Church talks will take regarding of the future of all the United churches in North Bay since there is uncertainty about how many congregations will survive in the longer term. |
| United Church Conversation | <p>Doug McCausland, Bill Ingwersen and Lorie Fairburn attended a meeting with people from the other United churches in North Bay. This was mostly a chance for introductions and to learn about the situation with our local congregations. We are encouraged to think about how we can start sharing resources and organizing joint events. For example, it was suggested that when there are 5 Sundays in a month, we hold a joint service on the last Sunday. We also should be considering ways of measuring the sustainability of our local United Church community. There are also outside resources to explore such as the program through the national church to help with the sale of church buildings. The position we are in is not unique. In the Canadian Shield Regional Council, there are only 35 Ministry Personnel working and 51% of the Communities of Faith are currently lay-led. This group will meet again in 8 weeks and will begin to look at different ministry models we may wish to consider as we move forward.</p> |

- Ukraine Refugees There have been informal discussions amongst some North Bay United Church members about supporting refugees from Ukraine. Trinity has taken the lead in this and we have not received any current information from them about this.

New Business

Financial Report **Appendix II**

Pat Kirton-Bailey presented a statement dated August 31st, 2022 and the following discussion occurred.

- The statement shows revenue of \$115,659 and expenses of \$98,608 with a surplus to-date of \$17,051. The revenue which includes a \$20,000 GST rebate and \$3,000 from rentals, is up \$10,000 from last year. Expenses are down from last year by \$25,350, however we have used less pulpit supply than expected and we used far less gas since the boilers were not operational due to the flood. (The hydro costs were higher than average, but the overage was covered by insurance.)

Motion 078/22

Pat Kirton-Bailey/Lorie Fairburn moved that the financial statement dated August 31st, 2022 be approved as circulated. **Carried**

- After outstanding items, including \$10,000 designated for the pandemic loan and money owing to M&S and Loaves & Fishes the balance available in the General Fund bank account is approximately \$31,500.
- Given we received a \$10,000 designated donation to put towards the repayment of the CEBA pandemic loan and we have enough cash flow, it was suggested that we make a \$20,000 payment on the loan. (We owe \$60,000 in total, \$20,000 of which will be forgiven if we pay 2/3 of the loan by the end of 2023.)

Motion 079/22

Lorie Fairburn/ Pat Kirton-Bailey moved that St. Andrew's make a \$20,000 payment towards our CEBA pandemic loan as soon as it can be arranged. **Carried**

- Loaves & Fishes costs have increased from \$350 per week to \$490.

Liaison Reports Facility – Howard Wurster informed us about items related to the facility:

- The installation of the new gym floor is complete. There are still a few electrical issues to deal with including problems with the emergency lighting.
- Bill Holmes has agreed to do the monthly check of our alarm system after Larry Amyott regretfully informed us that he is unable to continue to perform this task.
- The fire panel will be inspected this coming week.

Spiritual Life – Elizabeth Brownlee reported the following:

- The Pastoral Care Team will be sending out Thanksgiving cards to our shut-ins.
- We held our first Linger Lunch since the start of the pandemic last week and plans are being made for a congregational pot luck dinner later in the fall.
- The soup mix fundraiser is being organized again this year and cookies will be for sale in the weeks leading up to Christmas.
- The following worship plans have been formulated:
 - Jim Sinclair will preside at World Communion Sunday and the theme will be *Why We Apologized* in recognition of the National Day for Truth and Reconciliation.

- Council members will provide leadership for Thanksgiving with 3 members offering reflections about why they are thankful.
- Lillian Roberts will preach on October 20th and Reign of Christ Sunday on November 20th.
- It has been a stressful time for the Worship Team and anyone who wants to volunteer to help in any way should contact Elizabeth.

Living Mission – Derek Stott offered the following:

- Stuart Bailey and the Outreach Committee have been planning an eco-fair for May 6th -7th 2023. Stuart also reported it was a good year for the garden.
- The Inclusivity Committee is planning to resume the Rainbow Pot Luck on November 19th and it was reported that several people from St. Andrew's carried our banner in the recent pride parade.

Appendix III

Administration – Lorie Fairburn highlighted the following from her report found in Appendix III.

- Lorie informed Council that our annual grant application to the McIsaac Foundation for the Loaves & Fishes has been made.
- Derek Stott has applied for *Ontario Grant to Support Anti-Hate Security Measures for Faith-Based and Cultural Organizations*. We could receive up to \$7,500 to update our security equipment. (Motion 068/22 was approved by email poll on August 23rd)
- Lorie prepared a draft letter for a Thanksgiving financial appeal that was circulated by email for Council members to review. It will be mailed out in the next week.
- We discussed the idea of doing a stewardship campaign. Although, we have often done this in the fall, it was decided by consensus to send out a Christmas appeal letter and do a campaign in the spring. The United Church has material available to help with this using the resource package *Called to Be the Church*.

M&P Committee

Appendix IV

Donna Landry highlighted a number of items from the written report found in Appendix IV.

- The M&P Committee has been working on building relationships with the staff members and taking part in some training including a webinar on October 26th sponsored by the Canadian Shield Regional Council. There is a need for a few more members.
- The Committee has named a supervisor for each of the staff members.
 - Lu Masson will supervise our cleaners Andrea Church and Kelly Miles
 - Elizabeth Brownlee will supervise Ralph Johnston our Music Director
 - The new Loaves & Fishes Coordinator will be supervised by Stuart Bailey
 - The Committee is asking Council for a recommendation for who will supervise Janet Ross, the Office Administrator. In the past, the presiding minister has supervised the administrative part of the work but St. Andrew's currently does not have a minister. Lorie Fairburn volunteered to take on this role with the agreement of the Council members. The Treasurer oversees the bookkeeping portion of the job.
- Thanks was offered to those who have worked on tidying and decluttering the church over the past few months. This has made the cleaners' work easier. The

Committee is also recommending that the office space be tidied and spruced up before we hire a new minister.

Other Business

- Congregational Contact List Joyce Boston has been phoning people on our congregational contact list and has found that it is out of date. In some cases, people have moved or replaced their landline with a cell phone. In other cases, people no longer wish to be on our list anymore. It is important moving forward that we have complete and up to date contact information for our members and adherents (including email addresses). Bill Ingwersen offered to work with Joyce and our Office Administrator to gather the needed information. He has contacted Trinity United about how to do this effectively, as they recently worked on updating their list.
- Congregational Meeting **Appendix V**
The agenda for the October 2nd Congregational meeting was reviewed. The updated Council model (Appendix V) will be presented for final approval. The original model was provisionally approved at the March AGM and after working under this model for 6 months the Council is recommending that a Finance Liaison be added. Lorie Fairburn has agreed to let her name stand for this position. The Administrative Liaison position is currently vacant. The Search Committee will also provide an update for the congregation.
- Pastoral Care We discussed how to provide pastoral care during this transition time without a minister. Tracy Davis has agreed to cover any wedding and funeral requests. Currently, there are no formal arrangements in place for other needs. Elizabeth Brownlee agreed to speak with Kathie Smith to discuss our options.
- Round Table Doug McCausland invited everyone to offer positive feedback about any church related activities. There were good thoughts shared about helping with Loaved & Fishes and the joint United Church talks. The choir has offered to provide money for a new camera to improve our online worship production.

Adjournment

The meeting adjourned at 9:45 p.m.

Next Council Meeting

Wednesday October 19th, 2022 at 7:00 p.m.

Lois E. Carey Parlour

Chairperson, Doug McCausland

Secretary, Karen Gooch

Appendix I

Job Description- Loaves and Fishes Volunteer Co- Coordinator

Hours of work - 10

RESPONSIBILITIES

- A) Monday or Tuesday 8:15-11:15(3 hours) Purchase and pick up necessary food or arrange for delivery. Confirming that everything ordered was received. Putting food away, which includes, rotating can food, milk and eggs.
- B) Wednesday 1:30-2:30(1 hour) Co-ordinating with The Gathering Place, the food rescue items when available.
- C) Thursday 7:15-11:15(4 hours) set up chairs and tables for clients and volunteers as well as make coffee.
- D) Assure the rolling cart is restocked and moving it to gym.
- E) Readily distribute food for patrons on table
- F) Monitor and/or staff the food distribution/entitlement table
- G) Register clients to monitor and track visits 8:30-10:30 during Loaves & Fishes operation time.
- H) Arrange the take down and set up, put food items away, and clean kitchen and tidy garbage and prepare cardboard for recycling.
- I) Make sure floors are swept and mopped.
- J) Assure the coffee table is wiped, tidy and refilled.
- K) 2 extra hours a week allowed to do other shopping as required in order to stretch food bank funds by taking advantage of sales or to do administrative tasks. (As listed below)

ADMINISTRATIVE DUTIES

- 1. Directly recruit, monitor and supervise all volunteers to assist with food bank.
- 2. Schedule volunteer hours to avoid burnout and ensure that everyone knows they are needed and that we are grateful for the time they give.
- 3. Manage expenditures of food.
- 4. Determine the portion of food to be distributed.
- 5. Determine how distribution of food is to be done.
- 6. Make sure invoices and receipts are correct and given to the church bookkeeper.
- 7. Establish a database, to track the people who use the food bank, making it easier for volunteers to spot irregularities.
- 8. Keep an open dialogue with the congregation at St. Andrew's

MISCELLANEOUS TASKS

- Coordinate with Freshco any cancellations when office and/or church are closed.
- Cleaning, organizing and maintain each food storage room.
- Ensure security of church. Locked doors and "out of bounds" areas. Windows closed and lights turned off.
- Make the decision on how to distribute the "extras" such as clothing or other personal donations.
- Intervene and de-escalate any and all tense situations that may arise.
- Rules are set in place to protect all clients and volunteers and ensure that each patron receives equal shares, however compassion and discretion are a huge part of this job and sometimes rules can be bent.

Appendix II

	Actuals	Budget	Actual		Notes
	Jan. 01, 2021 August 31, 2021	Jan. 01, 2022 Dec. 21, 2022	Jan 01, 2022 August 31, 2022	% of annual budget	
REVENUE					
General Fund Revenue					
Offerings - General Fund	\$79,983.44	\$175,000.00	\$94,977.62	54.27%	
Offerings - Deficit	\$100.00		\$10,000.00		directed to COVID Loan
Other Offerings - Envelopes	\$46.00		\$65.00		
Other Offerings - Broadview	\$775.00		\$395.00		
Other Offerings - Church School					
Other Offerings - Renovations			\$220.00		
Other Offerings-Sponsor a Turkey					
Offerings - Misc			\$1,653.70		
Manse Interest	\$1,553.68		\$1,518.06		
Fund Raising Comm Revenue					
Rent for Use of Church	\$4,120.00		\$3,277.00		
Turkeyfest					
Wedding/Funeral Honorarium					
Church Fees - Weddings					
Administration Income	\$16,000.00				
Christian Dev. Income					
Congregational Life Income					
Worship Income					
Renovations Income	\$2,912.45				
Misc. Income			\$595.00		
Can. Helps-Gen Fund			\$2,957.25		Cooking Fundraiser \$4,100
Gov. Grants-Gen Fund					
Other			\$6,829.25		Represents Other Income
Total General Fund Revenue	\$105,490.57	\$175,000.00	\$115,658.63	66.09%	
EXPENSE					
Personnel					
Salaries	\$61,841.93	\$85,732.00	\$50,821.96	59.28%	
Vehicle Allowance	\$800.00	\$1,200.00	\$700.00	58.33%	
Telephone Allowance	\$635.00	\$600.00	\$641.85	106.98%	
Book/Educ Allowance	\$614.15	\$1,358.00	\$553.14	40.73%	
Employers EI Exp	\$1,442.09	\$2,980.00	\$1,367.52	45.89%	
Employers CPP Exp	\$3,120.48	\$4,320.00	\$1,951.90	45.18%	
WSIB Expense	\$117.05	\$148.00	\$28.83	19.48%	
Benefits - United Church	\$2,950.36				
Treasurer / Accountant	\$2,800.00		\$350.00		
Honoraria / Pulpit Supply Expense	\$1,768.00	\$4,000.00	\$1,568.00	39.20%	
Other Personnel Expenses	\$252.37		\$315.96		
Total Personel Expenses	\$76,341.43	\$100,338.00	\$58,299.16	58.10%	
Property					
Heating Fuel	\$11,550.87	\$14,000.00	-\$438.12	0.00%	
Utilities	\$3,365.82	\$6,000.00	\$7,751.97	129.20%	
Mtce Contracts	\$1,891.76		\$2,553.59		
Repairs & Mtce	\$4,186.87	\$6,000.00	\$2,172.92	36.22%	
Janitorial Supplies	\$236.46		\$708.25		
Insurance	\$7,611.47	\$22,244.00	\$13,229.55	59.47%	\$5,000 deductible
Special property purchases		\$1,000.00	\$114.29		
Union Cemetary		\$200.00	\$200.00	100.00%	
Total Property Expenses	\$28,843.25	\$49,444.00	\$26,292.45	53.18%	

Administration					
Office Supplies	\$1,997.65	\$4,000.00	\$1,311.26	32.78%	
Telephone/Internet	\$1,597.87	\$3,000.00	\$1,510.06	50.34%	
Postage/Courier	\$0.00		\$321.91		
Office Equip Lease	\$1,121.19	\$2,200.00	\$1,720.00	78.18%	
Office Equipment Mtce		\$800.00	\$59.77	7.47%	
Office Equip Purchase					
Regional Dues	\$10,349.00	\$7,940.00	\$7,940.00	100.00%	
Total Administration Expenses	\$15,065.71	\$17,940.00	\$12,863.00	71.70%	
Worship					
Advertising		\$100.00			
Worship Supplies	\$399.37	\$500.00	\$88.60	17.72%	
Total Worship Expenses	\$399.37	\$600.00	\$88.60	14.77%	
Christian Development					
Church School Expenses		\$500.00	\$23.47	4.69%	
Nursery Care		\$500.00			
Church School Assistant		\$500.00			
Adult C.D. Expenses		\$500.00			
Total Christian Dev. Exp		\$2,000.00	\$23.47	1.17%	
Finance					
Professional Fees (Audit)	\$200.00				
Bank Service Charges	\$595.79	\$1,300.00	\$460.57	35.43%	
Interest/ Finance Expense			\$186.90		
Total Bank Charges & Interest	\$795.79	\$1,300.00	\$647.47	49.81%	
Other General Fund					
Outreach Comm. Exp.		\$100.00			
Pastoral Care Exp.		\$200.00	\$36.53		
Congregational Life Exp.		\$200.00			
Inclusivity Comm Exp	\$115.00	\$600.00	\$100.00	16.67%	
Broadview		\$1,375.00	\$1,225.00	89.09%	
Allocation for Capital Exp.	\$2,400.00	\$3,600.00	\$2,400.00	66.67%	
Covid Loan repayment		\$20,000.00			
Contingency Expenses		\$500.00	(\$3,367.72)		
Total Other General Expenses	\$2,515.00	\$26,575.00	\$393.81	1.48%	
TOTAL EXPENSE	\$123,960.55	\$198,197.00	\$98,607.96	49.75%	
NET INCOME	-\$18,469.98	-\$23,197.00	\$17,050.67	-73.50%	

Other FUND ACCOUNTS

M & S Fund Revenue

M & S Offerings	\$10,008.56	\$14,000.00	\$10,574.15	75.53%	
M & S Other Revenue					
Total M & S Fund Revenue	\$10,008.56	\$14,000.00	\$10,574.15	75.53%	

L & F Fund Revenue

L & F Offerings	\$7,274.69		\$4,144.00		
L & F Other Revenue					
Total L & F Fund Revenue	\$7,274.69		\$4,144.00		

Memorial Committee Revenue

Memorial Committee Offerings	\$400.00		\$440.00		
Memorial Committee Other Revenue	\$990.00				
Memorial Committee Paid	(\$108.39)				
Total Memorial Comm Revenue	\$1,281.61		\$440.00		

Capital Fund Revenue

Capital Fund Rev. from Gen Fund	\$2,400.00				
Interest on Capital Fund	\$6.63				
Total Capital Fund Revenue	\$2,406.63				

Planned Gifts Fund Revenue

PGF Out-Wor-Educ Receipts					
PGF-Out,Wor,Ed-Interest, Other Receivable	\$64.08				
PGF Bldg-Capital Receipts					
PGF-Bldg,Cap-Interest, Other Receivable					
Total PGF Fund Revenue	\$64.08				

Misc. Revenue

Choir Fund - Interest Other Revenue	\$77.09				
Offerings - Choir Fund					
Offerings - Building Restoration	\$14,208.62		\$30.00		
Other Revenue - Building Restoration			\$50.00		
Total Non-Operating Revenue	\$14,285.71		\$80.00		

Misc. Expenses

Mission & Service Exp.	\$3,486.96		\$26,477.72		2020 & 2021 paid 2022
Loaves & Fishes Exp	\$10,630.26		\$18,250.50		
Capital Fund Expenses					
Choir Fund Exp					
Building Restoration Expenses	\$70,275.81				
Total Misc. Expenses	\$84,393.03	\$0.00	\$44,728.22		

Planned Gift Fund Expenses

PGF Out-Wor-Educ Expense					
PGF Bldg-Capital Exp.			\$1,922.89		
Total PGF Expense			\$1,922.89		

Appendix III

Administration Team — Report to Council September 21, 2022

Finance

- September 1, 2022 applied for \$25,000 from the John Carl MacIsaac Foundation
- Recommend we proceed to send \$20,000 to the Canadian Government to repay COVID Loan
- Tax rebate to be requested in October — PST \$18,812.00 + GST \$2,149.29
- General Operation Fund

\$104,977.62	Balance
\$37,893.50	Food Bank
\$20,000.00	COVID Loan
<u>\$10,574.15</u>	M&S
\$31,532.35	

Administration

- No updates at this time

Communication

- August 2 - Derek Stott completed a submission to "The Ontario Grant to Support Anti-Hate Security Measures for Faith-Based and Cultural Organizations"
- The grant will provide funds to faith-based and cultural organizations to increase safety and security measures.
- We anticipate receiving \$7,500 — to be spent by March 31, 2023
- Derek is suggestion two areas (initially) that need attention — Narthex (camera) and the "courtyard" (camera and lighting)
- Quotes will be requested from **three security providers** (example True Steel Security) to get their professional assessment as to our needs

Stewardship

- Suggesting we send a letter to congregation for special Thanksgiving Offering
- Stewardship Campaign — when do we want to do this?

Historian

- No updates at this time

Planned Gifts

- No updates at this time

Memorial

- No updates at this time

Respectfully submitted by Lorie Fairburn, Administration Liaison

Appendix IV

September 21, 2022

Report from the Ministry & Personnel Committee

To

St. Andrew's Official Board

- Committee: Donna Sinclair, Lu Masson & Donna Landry (Chair)
- The M&P Committee met on Monday September 12th, 2022.
- All the Committee members have been invited to attend a training webinar offered by the Canadian Shield Regional Council on Oct. 26th
- The Committee continues to build relationships with the members of St. Andrew's staff acknowledging birthdays and thanking when a job is well done.
- The Committee had a discussion about who is to act as supervisor for each of the staff. I called Rob Smith from the Regional Council Office for some direction in this matter. The M&P Committee are recommending that each staff be made aware who their immediate supervisor is. Our recommendation is as follows:
 - The cleaners, Andrea & Kelly will be supervised by Lu Masson
 - Office Administrator, Janet, the Committee is open to recommendations from council, in her contract it states the presiding minister as well as the treasurer.
 - The organist, Ralph, will be supervised by Elizabeth Brownlee.
 - The Loaves & Fishes Coordinator will be supervised by Stuart Bailey, Chair of Outreach.
- The food bank coordinator job posting closes on September 23rd. As of today, we have one application, which I have shared with Doug McCausland, Chair of Council, Elizabeth Brownlee, acting Loaves & Fishes Coordinator and Stuart Bailey, Chair of the Outreach Committee.
- The M&P Committee is recommending that Lu Masson and Stuart Bailey meet with the applicant, and if the applicant proves to be a good fit for a food bank, they will present a job offer before September 30th.
- A great deal of work has been done to declutter and clean our church - thank you. The M&P Committee would like to recommend we consider redecorating the minister's office, and in fact all the offices before a new minister is hired. Lu Masson has volunteered to help with any painting.
- The Committee continues to look for more members for the M&P Committee.

Donna Landry, Chair

Appendix V

PROPOSED CHANGE TO ST. ANDREW'S GOVERNANCE STRUCTURE

At a special meeting on July 13, 2022, the Council examined the governance structure and proposed the following changes to the [Draft Constitution](#) adopted at the March 2022 Congregational Meeting:

- Add an additional team group designated as **FINANCE/STEWARDSHIP TEAM**.
- **FINANCE, STEWARDSHIP, PLANNED GIFTS** and **MEMORIAL COMMITTEES** move from **ADMINISTRATION** to the new **FINANCE /STEWARDSHIP Team**
- **BUILDING USE** moves from **FACILITY** to **ADMINISTRATION Team**
- **FUN(d)RAISING** moves from **SPIRITUAL LIFE** to new **FINANCE/STEWARDSHIP Team**

OLD STRUCTURE

Administration

- Finance
- Administration
- Communication
- Nominations
- Stewardship
- Historian

Planned Gifts
Memorial

Spiritual Life

- Worship - CD
- Pastoral Care
- Congregational Life

Fun(d)raising

Facility

- Property
- Building Use

Living Mission

- Outreach
- Inclusivity
- Accessibility Officer
- Privacy Officer

PROPOSED NEW STRUCTURE

Administration Team (Liaison: TBD)

- Administration Committee (Karen Gooch)
- Building Use Committee (Karen Gooch)
- Communications Committee (Derek Stott)
- Historian (Bethany Brownlee)
- Nominations Committee (TBD)

Finance/Stewardship Team (Liaison: Lorie Fairburn)

- Finance Committee (Lorie Fairburn)
- Fun(d)raising Committee
- Memorial Committee (no chair)
- Planned Gifts Committee (rotating Chair)
- Stewardship Committee

Facility Team (Liaison: Howard Wurster)

- Property (Reid Milne)

Spiritual Life Team (Liaison: Elizabeth Brownlee)

- Congregational Life Committee (Elizabeth Brownlee)
- Pastoral Care Committee
- Worship/ Christian Development Committee (Kim Delarosbel/ Ralph Johnston)

Living Mission Team (Liaison: Derek Stott)

- Accessibility Officer (Derek Stott)
- Inclusivity Committee (Donna Sinclair)
- Outreach Committee/M&S (Stuart Bailey)
- Privacy Officer (Stuart Bailey)