



Loaves & Fishes  
Community  
Food Bank



✠ St. Andrew's  
United Church  
North Bay, Ontario ✠

**ANNUAL  
REPORT  
2022**



photos courtesy of [unclear] and [unclear] volunteers

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*Annual Report cover page designed by Derek Stott.*  
*Report compiled by Karen Gooch.*



## FROM THE CHAIR OF ST. ANDREW'S COUNCIL

Hello to my St. Andrew's family. Another year has gone by. We have survived COVID-19, a belfry repair, a flooded lower level and now we are searching for a minister, just to name a few obstacles.

We have survived and we have flourished. Your Council members must take credit for keeping the wheels on the road. They are a group of dedicated individuals that when a need arises, they jump in with both feet. I think the phrase I'm looking for is "task oriented". So much has been accomplished by so many that I don't have the room to list the committees and the members, however I must thank each and all of you for your continued support and dedication. You will read about some of the activities in this report.

On the subject of thanks, I wish to thank the members of the congregation that have helped us out financially through this difficult time of need. Without your continued support we would not be here today doing what we do best. My job as chair of council has to be the easiest job on the list when you have an organization with members that we have. Our job is not done. The road is a little longer, but we will get there. Thank you!

*Doug McCausland, Council Chair*

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## FROM OUR PASTORAL CHARGE SUPERVISOR

*But I am giving you a new command. You must love each other, just as I have loved you. If you love each other, everyone will know that you are my disciples.* (John 13: 34-35, CEV)

I am grateful for the opportunity to serve both the Canadian Shield Regional Council and St. Andrew's United Church as your Pastoral Charge Supervisor. I have been serving since July 2022. My role is to oversee the work and ministry of the community of faith and to provide support to the Board, Session, and Trustees regarding United Church polity. I have attended Board meetings since July, as well as a congregational meeting on October 2, 2022.

Your community of faith is blessed with a dedicated and committed blend of individuals who serve on your Board, who prepare worship, who administer and run your Loaves and Fishes program, who oversee your staff, who maintain your building and who attend to your faith family with pastoral care through cards, telephone calls, prayers and visitation.

My observation is that you are faithful followers who care deeply about your community and each other. As well, you are a community who has taken ownership of its ministry and mission. Although there will be times of challenge and uncertainty, I suspect that your journey as disciples of love will be uplifting in spirit, rooted in Jesus and faithful to the One who promises to be with us always. It may not look like it once did but growth comes through transformation, individually and collectively.

May love be your guide always!

*Respectfully Submitted by Kathie Smith, Canadian Shield Regional Council, PCS*



## HONOURING OUR HISTORY



### THE LOIS E. CAREY PARLOUR

Lois Carey served in the position of Secretary of the St. Andrew's Church Council for 33 years, until her retirement in March of 2020. She was a dedicated worker who was always willing to put in the extra time and effort to make sure the Council minutes were properly recorded and posted in a timely manner. Lois was the "go to" person for anyone who needed procedural guidance or information about Council policy and implementation. Often heard were the words, "Just ask Lois – she'll know the answer!"

Even with her Council responsibilities, Lois still found time to organize events such as the *Mother's Day Spring Tea* in May and the *Kid's Only Bazaar* in December. Her contribution towards the enrichment of congregational life at St. Andrew's is sincerely appreciated.

While she was Council Secretary, Lois also became our church Historian. She always had a strong interest in not only recording the history of St. Andrew's but also in making it available to all. With her camera constantly at the ready, Lois was able to chronicle the events of our church in action (including the Sunday services) and she would frequently update the photo gallery that she created in the McIntyre hallway. Lois also looked after the showcase in the Narthex which presents documents, photos, newspaper clippings, and items from St. Andrew's past in an artfully arranged and inviting display. For many years Lois also prepared the *St. Andrew's Annual Report* in which she included her Historian's Report listing the ministers and interns that have served our church.

The historical records that Lois gathered during her time as Historian are located in the St. Andrew's parlour. This location is not only a place of quiet reflection, but for many, it is a gathering point where God's Spirit is felt and the history of our church in image and word, serves as a source of strength and inspiration for those on their journey.

On March 8, 2022, the St. Andrew's Church Council approved the renaming of the room referred to as the Parlour at St. Andrew's United Church. Henceforth this special place shall be known as the *Lois E. Carey Parlour*. May God truly bless all who gather there.

In making this declaration, the St. Andrew's faith community acknowledges the generous work of a sincere and dedicated volunteer. It is St. Andrew's way of saying, "Well done, good and faithful servant!"

*Submitted by Derek Stott*

### MINISTERS OF ST. ANDREW'S

1884-1885	Rev. D.L. McKechnie (from Mattawa, supervising Mr. J. Hayes, student)	1 year
1885-1888	Rev. Wm. J. Hewitt	3 years
1888-1889	Rev. Rondeau	1 year
1889-1891	Rev. J.M. Goodwillie	2 years
1893-1895	Rev. J.W. McMillan	2 years
1895-1898	Rev. Thos. MacAdam	3 years
1898-1910	Rev. G.L. Johnston	12 years
1910-1919	Rev. T.J.S. Ferguson	9 years
1919-1922	Rev. R.S. Johnston	3 years
1922-1929	Rev. J.M. Pritchard	7 years
1929-1931	Rev. J.D. Parks	2 years
1931-1935	Rev. Geo. S. Easton	4 years
1935-1949	Rev. M.N. Omond	14 years
1949-1960	Rev. F.L.H. Stymiest	11 years
1960-1971	Rev. Wesley Cope	11 years
1962-1965	Rev. E.R. May (Assistant Minister)	3 years
1971-1976	Rev. John Harries	5 years
1976-1978	Rev. P.J. Pace	2 years
1979-1998	Rev. James Sinclair	19 years
2000-2002	Rev. Don Linkletter	2 years
1997-2019	Rev. Jane Howe	22 years
2012-2021	Tracy Davis, DLM	9 years
2021-2022	Rev. Lillian Roberts (Transitional)	1 ½ years



### ST. ANDREW'S INTERNS – WHERE ARE THEY NOW?

St. Andrew's was privileged to be the training congregation for eighteen theological interns and four lay interns in the 80's and 90's. These people are now spread across the country from one coast to the other and many points in between. It's always a pleasure to have visits with these ministers when they are in the area, to receive correspondence from them or to read about their present ministries in *Broadview*. Here is an update on these friends.

<u>THEOLOGICAL INTERNS</u>	<u>ST. ANDREW'S</u>	<u>PRESENT PASTORAL CHARGE OR LOCATION</u>
1. Rev. Rod Sykes	1980	Calgary AB
2. Rev. Bob McDowell	1980/81	New Maryland NB
3. Rev. Sharyl Marriott Lowry	1981/82	Hamilton ON
4. Rev. Dawn Vaneyk	1982/83	Sudbury ON (Retired)
5. Rev. Louise Cummings	1983/84	Langley BC (Retired)
6. Rev. Gordon McFadyen	1984/85	Edmonton AB
7. Rev. Kim Gilliland	1985/86	Cottam United Church, Cottam ON
8. Rev. Ria Van Holten	1986/87	Coquitlam BC (Retired)
9. Rev. Catherine Moore	1987/88	London ON (Retired)
10. Rev. Kevin Annett	1988/89	Vancouver BC
11. Rev. Kate Crawford	1989	Huron Shores United Church, Grand Bend ON
12. Rev. Marietta Marshall	1990/91	Guelph ON (Died July 10 <sup>th</sup> , 2020)
13. Rev. Elizabeth Frazer	1992/93	Lac-Brome, QC (Retired)
14. Rev. Deborah Elliott	1993/94	Warkworth ON
15. Rev. Meridith Marple	1994/95	Forbes Memorial Pastoral Charge, Antigonish NS
16. Rev. Toni Birtch	1995/96	Smithville ON
17. Rev. Gary Jones	1996/97	St. Anthony United, St Anthony NL
18. Rev. Jan Schenell	1997/98	Beamsville ON (Died February 12 <sup>th</sup> , 2020)
<u>LAY INTERNS</u>		
1. Gerri (Preston) Butler	1986/87	Retired Lay Pastoral Minister, Rutherglen ON
2. Cindy Floyd	1989/90	Lay Pastoral Minister, Sudbury ON
3. David Melhorn-Boe	1991	Music Director, Chalmers United, Kingston ON
4. Rev. Mary (Rowe) Tingley (ordained 2002)	1997	Wilmot United, Fredericton NB

## CANDIDATES FOR MINISTRY FROM ST. ANDREW'S

<u>CANDIDATE</u>	<u>DATE RECEIVED</u>	<u>ORDAINED/COMMISSIONED/RECOGNIZED</u>	<u>SERVED</u>
Cecil Hobin	June 10 <sup>th</sup> , 1973	Ordained June 5 <sup>th</sup> , 1977 Laurentian University, Sudbury	<ul style="list-style-type: none"> <li>▪ Lay Minister, Carmichael-Phelps-Feronia, 1971-1973</li> <li>▪ South Porcupine United, South Porcupine ON, 1977-1996</li> <li>▪ Christ The King Chapel, CFB North Bay, 2001-2005</li> <li>▪ Retired October 31<sup>st</sup>, 2005</li> <li>▪ Deceased July 8<sup>th</sup>, 2006</li> </ul>
Kathy Toivanen	1976	Commissioned Diaconal Minister May 28 <sup>th</sup> , 1978, New Liskeard	<ul style="list-style-type: none"> <li>▪ Northminster, Oshawa ON, 1978-1984</li> <li>▪ Streetsville United, Mississauga ON, 1984-1988</li> <li>▪ Erin Mills United, Mississauga ON, 1988-2017</li> <li>▪ Retired</li> </ul>
Malcolm Huffman	May 26 <sup>th</sup> , 1976	Ordained May 22 <sup>nd</sup> , 1981 North Bay/Cathedral	<ul style="list-style-type: none"> <li>▪ Knox United, Cobalt/Latchford, 1981-1982</li> <li>▪ Knox United, Alton/Caledon, 1983-1984</li> <li>▪ Deceased 1992</li> </ul>
Bea Arnill	1987	Commissioned Diaconal Minister May 24 <sup>th</sup> , 1992	<ul style="list-style-type: none"> <li>▪ St. James Centennial, Parry Sound ON, 1992-1994</li> <li>▪ Trinity United, Capreol ON, 1994-2002</li> <li>▪ Retired June 2002, Barrie ON</li> <li>▪ Massey Pastoral Charge, Massey ON 2008-2009</li> <li>▪ St. Mark's, Sudbury ON, 2009-</li> <li>▪ Retired, Barrie and Manitoulin Island</li> </ul>
Gerri (Preston) Butler	1994	Recognized Lay Pastoral Minister May 28 <sup>th</sup> , 1995	<ul style="list-style-type: none"> <li>▪ Nipissing-Restoule, Nipissing ON, 1995-1998</li> <li>▪ Dungannon Union Pastoral Charge, Dungannon ON 1999-2004</li> <li>▪ Kingscourt United, Kingston ON, 2004-2007</li> <li>▪ Spiritual Direction, Tamworth ON, 2008-2012</li> <li>▪ Retired, Rutherglen ON</li> </ul>
Mary (Rowe) Tingley	September 21 <sup>st</sup> , 1997	Ordained May 25 <sup>th</sup> , 2002 St. Andrew's, North Bay	<ul style="list-style-type: none"> <li>▪ Hillsborough NB, 2002-2004</li> <li>▪ River John NS, 2004-2006</li> <li>▪ Tatamagouche NS, 2006-2007</li> <li>▪ Nashwaaksis Pastoral Charge, Fredericton NB, 2008-2011</li> <li>▪ Keswick Ridge Pastoral Charge, Keswick Ridge NB, 2011-2013</li> <li>▪ Carleton Pastoral Charge, St. Catharines ON 2013-2015</li> <li>▪ Sheffield Pastoral Charge, Lakeville Corner NB 2015-2021</li> <li>▪ Wilmot United, Fredericton NB 2022-</li> </ul>
Teresa Jones	October 14 <sup>th</sup> , 2001	Commissioned Diaconal Minister 1986 Saskatchewan Conference Ordained May 25 <sup>th</sup> , 2002 St. Andrew's, North Bay	<ul style="list-style-type: none"> <li>▪ Interim Minister, St. Paul's, Sudbury ON, 2002-2003</li> <li>▪ Editor, Voyageur, 2002</li> <li>▪ Director, Camp Lorraine, 2001-2003</li> <li>▪ Powassan Pastoral Change, 2006-2019</li> <li>▪ Retired, Saskatchewan</li> </ul>



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# AGENDA

## 2023 ANNUAL MEETING AGENDA

Sunday March 12<sup>th</sup>, 2023  
11:30 a.m.

1. Call to Order
2. Appointment of Chair and Secretary
3. Voting Procedure
4. Welcome
5. Opening Worship and In Memoriam (pg. 33)
6. Procedural Information
7. Voting Privileges
8. Adoption of Agenda
9. Adoption of Minutes
  - Annual Congregational Meeting, Sunday March 27<sup>th</sup>, 2022 (pg. 10-19)
  - January 16<sup>th</sup>, 2022 Congregational Meeting (pg. 20-25)
  - June 5<sup>th</sup>, 2022 Congregational Meeting (pg. 26-28)
  - October 2<sup>nd</sup>, 2022 Congregational Meeting (pg. 29-31)
10. Council Report and Acceptance of Committee Reports
11. Financial Report for 2022 (pg. 57-60)
12. Operating Budget for 2023 (pg. 61-63)
13. Mission & Service Goal for 2023
14. Slate of Officers and Trustees for the 2023-2024 (pg. 32)
15. Ministry & Personnel Committee Affirmation
16. Regional Council Representatives
17. Authorization for Council to Fill Vacancies
18. North Bay United Church Cooperation Report
19. Courtesies
20. Closing/Adjournment

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### **ST. ANDREW'S MISSION STATEMENT**

*St. Andrew's is an inclusive and affirming Christian community of faith worshipping God and serving others. Inspired by Holy Scripture and guided by tradition, reason and experience, we share the ministry of Jesus Christ by nurturing spiritual growth, caring for creation and being with those in need.*

## MOTIONS FOR 2023 AGM

### APPOINT CHAIR AND SECRETARY

... moved that Doug McCausland act as Chair and Karen Gooch as Secretary for this congregational meeting.

### EXTENDING VOTING PRIVILEGES

... moved that in accordance with *The Manual 2022* (Section B.3.7.2) voting privileges be extended to all those who are adherents of St. Andrew's United Community of Faith and participating in this in-person Annual General Meeting.

### APPROVAL OF AGENDA

... moved that the agenda (as printed on page 7 in the 2022 Annual Report) be approved as the agenda for this meeting.

### APPROVAL OF MINUTES

... moved that the minutes from the 2022 Annual General Meeting on March 27<sup>th</sup>, 2022 (as found on pages 10-19 of the 2022 Annual Report) be approved as printed.

### APPROVAL OF MINUTES

... moved that the minutes from the Congregational Meeting held on January 16<sup>th</sup>, 2022 (as found on pages 20-25 of the 2022 Annual Report) be approved as printed.

### APPROVAL OF MINUTES

... moved that the minutes from the Congregational Meeting held on June 5<sup>th</sup>, 2022 (as found on pages 26-28 of the 2022 Annual Report) be approved as printed.

### APPROVAL OF MINUTES

... moved that the minutes from the Congregational Meeting held on October 2<sup>nd</sup>, 2022 (as found on pages 29-31 of the 2022 Annual Report) be approved as printed.

### APPROVAL OF COMMITTEE REPORTS

... moved that the written reports of the committees with the exception of the Financial Reports be accepted for information.

### 2021 FINANCIAL REPORT

... moved that the December 31<sup>st</sup>, 2022 financial statement (as found on pages 57-60 of the 2022 Annual Report) be accepted as presented.

2023 OPERATING BUDGET

... moved that the 2023 budget with a deficit of \$937 and expenditures of \$207,487 (as found on pages 61-63 of the 2022 Annual Report) be approved as presented.

M&S 2023 GOAL

... moved that our Mission & Service goal for 2023 be \$14,000.00, as recommended by Council.

SLATE OF OFFICERS FOR THE 2023-2024 COUNCIL

... moved that the Slate of Officers for 2023-2024 (including members of Council and current Trustees for the St. Andrew's United Church, as published on page 32 of the 2022 Annual Report) be approved as presented.

MINISTRY & PERSONNEL COMMITTEE AFFIRMATION

... moved that the members of the St. Andrew's Church Ministry & Personnel Committee for 2023-2024 are Donna Landry (Chair), Donna Sinclair and Lucien Masson.

REGIONAL COUNCIL REPRESENTATIVES

... moved that the Canadian Shield Regional Council Representatives for St. Andrew's Church for 2023-2024 are Karen Gooch and Bill Ingwersen.

AUTHORIZATION TO FILL VACANCIES

... moved that the Church Council have authority to fill Council vacancies during 2023-2024.



## 2022 ANNUAL CONGREGATIONAL MEETING

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### **St. Andrew's United Church 2022 Annual General Meeting**

Held in the sanctuary  
Sunday March 27<sup>th</sup>, 2022 at 11:45 a.m.

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<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>	<p>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></p>
<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>	<p><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></p>
<b>Opening Worship/ In Memorium</b>	<p>Lillian Roberts offered a brief opening worship.</p> <p>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</p>
<b>Agenda</b>	<p><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></p>
<b>Minutes of Previous Congregational Meetings</b>	<p><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></p>
<b>New Business</b>	
Acceptance of Committee Reports	<p><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></p>
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



St. Andrew's 2022 Annual General Meeting  
Held in the sanctuary  
Sunday March 27<sup>th</sup> at 11:45 a.m.

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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**

St. Andrew's 2022 Annual General Meeting  
Held in the sanctuary  
Sunday March 27<sup>th</sup> at 11:45 a.m.

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**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)

St. Andrew's 2022 Annual General Meeting  
Held in the sanctuary  
Sunday March 27<sup>th</sup> at 11:45 a.m.

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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. <ul style="list-style-type: none"><li>• The old boilers and the rented hot water tank have been removed.</li></ul>
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St. Andrew's 2022 Annual General Meeting  
Held in the sanctuary  
Sunday March 27<sup>th</sup> at 11:45 a.m.

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- 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 Churched 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

ST. ANDREW'S UNITED CHURCH, NORTH BAY, ON  
2022 ANNUAL REPORT

St. Andrew's 2022 Annual General Meeting  
Held in the sanctuary  
Sunday March 27<sup>th</sup> at 11:45 a.m.

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**Appendix I**

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

	2020 ACTUAL	2021 BUDGET	2021 ACTUAL
<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>
BROADVIEW	0	2,000	1,375
CHRISTIAN DEVELOPMENT	1,726	7,280	51
FINANCE	1,534	4,300	965
OUTREACH	0	200	0
PASTORAL CARE	0	200	0
CONGREGATIONAL LIFE	119	300	0
INCLUSIVITY	115	600	115
ALLOCATION FOR CAPITAL	3,600	3,600	3,600
CONTINGENCY FUNDS	0	500	0
<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>

*Prepared by Samantha Gravel*



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### 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>

*Prepared by Samantha Gravel*

St. Andrew's 2022 Annual General Meeting  
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### 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.

*Prepared by Samantha Gravel*

ST. ANDREW'S UNITED CHURCH, NORTH BAY, ON  
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St. Andrew's 2022 Annual General Meeting  
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**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>

*Prepared by Pat Kirton-Bailey*

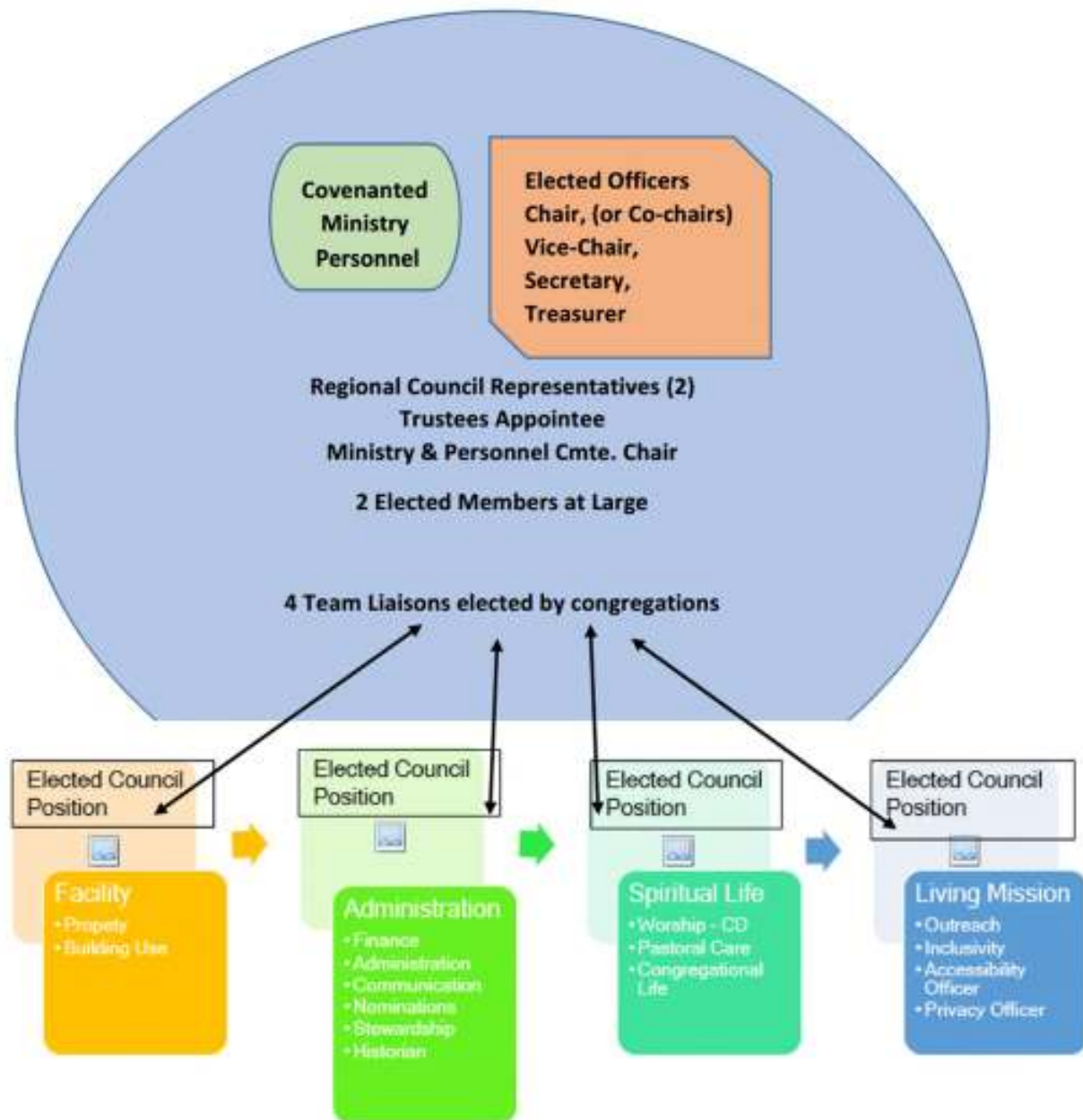
St. Andrew's 2022 Annual General Meeting  
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### Appendix III

## 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,)



## JANUARY 16<sup>TH</sup>, 2022 CONGREGATIONAL MEETING

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### **St. Andrew's United Church Congregational Meeting**

Held by *Zoom*, North Bay, ON  
Sunday January 16<sup>th</sup>, 2022 at 11:30 a.m.

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<b>Welcome (11:40 a.m.)</b>	Pat Kirton-Bailey welcomed everyone and called the meeting to order. Lillian Roberts offered an opening prayer.
<b>Attendance</b>	There were 41 members and adherents from St. Andrew's attending this Congregational <i>Zoom</i> meeting.
<b>Chair/ Secretary</b>	<p>A motion was brought forth to appoint Pat Kirton-Bailey as Chair and Karen Gooch as the Secretary for this meeting.</p> <p><b>Motion 001/22</b> Derek Stott/ Beth Ward moved that Patricia Kirton-Bailey, Chair of Council be appointed chair of this meeting, and Karen Gooch, Secretary of Council be appointed secretary of this meeting. <b>Carried</b></p>
<b>Voting Privileges</b>	<p><b>Motion 002/22</b> Elizabeth Brownlee/ Natalie moved that the full members of St. Andrew's United Church extend voting privileges for all matters of business to all adherents participating in this meeting in accordance with Manual Section B.3.7.2. <b>Carried</b></p>
<b>Agenda</b>	<p>The agenda was circulated online and by email before this meeting. The 3 items on the agenda were:</p> <ul style="list-style-type: none"><li>• Election of Living Faith Story-Profiles Committee</li><li>• Governance Review</li><li>• Re-imagining Space &amp; Ministry Options</li></ul> <p>The meeting began with an update about the basement flooding which occurred as a result of a water pipe breaking in the early hours of January 9<sup>th</sup>.</p>
<b>Flooding Update</b>	<p>Garth Goodhew, one of our Trustees, offered an update about the flooding.</p> <ul style="list-style-type: none"><li>• Our insurance broker from Kennedy acted very quickly and a restoration company was on site within hours of the discovery of water in the basement. Garth and the Property Committee Chair Reid Milne met with an insurance adjuster shortly after that. A preliminary estimate of \$500,000 to repair the damage was provided. The increase in our premium this year turns out to have been a good investment as the repairs should be fully covered. Our insurance deductible is \$5,000.</li><li>• The major areas of damage occurred in the boiler room and the gym. The lower hallway outside the gym, the church school room and the washrooms will all need to be repaired. The other end of the hallway and the Club Room remained undamaged by the water.</li><li>• The gym floor will need to be replaced and the old floor has already been removed. As yet, we have been unable to consult with the installers of our current two boiler system so it is unknown if the boilers can be repaired. If new boilers are needed, a more energy efficient system with up to five small boilers would likely be installed.</li><li>• The building is currently being heated by a number of small electric heaters to avoid further damage, but the temperature is well below normal. The timeline for the repairs is unknown, although it will not be before the end of January. The</li></ul>



St. Andrew's 2021 Annual General Meeting  
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restoration team have requested that people avoid entering the church as it considered a construction zone.

- Lillian Roberts and our Office Administrator, Janet Ross have been working from home this week and are monitoring for phone and email messages and checking the regular mail. They may be able to return to the church next week for a few hours a day if the building is warm enough. Our custodians are performing some work as conditions allow. The building is being monitored regularly by the restoration company.
- Loaves & Fishes has been able to operate by taking supplies through the Club Room (which was undamaged) to the narthex for distribution.

## New Business

- Profile Committee We will require 5-7 people from the congregation to form a Profile Committee that will begin the work of hiring a new minister. This committee will update our *Living Faith Story* and complete the required financial viability review before developing a recommendation regarding future staffing. Once a staffing model is approved by the congregation, a search committee will be setup.
- Stuart Bailey and Beth Ward have already agreed to be members of the committee. The floor was opened for further nominations, but there were no other people who came forward.
  - Those present at this meeting were invited to give serious consideration to taking on this role. Alternatively, perhaps think about approaching someone from the congregation not at this meeting who may be interested. Anyone who is interested, should reach out to the Nominations Committee. (The email addresses of the Nominations Committee members will be made publicly available.)
  - It was agreed by consensus that the Council will continue the search for Profile Committee members and approve their appointment.
  - Lillian Roberts reminded people that this is important work and it is time limited. The development of our *Living Faith Story* involves updating the story that came out of the work of the Visioning Committee in 2019.

## Governance Review **Appendix I**

Goal 3 of the Transition Team is to nurture an understanding and practice of Governance that is healthy and engages and supports leaders in serving the ministry of the congregation. As part of this work, the Team would like people think about restructuring our Church Council.

- Many churches are moving to smaller councils where the work is more about strategic planning rather than operational work. In this type of model, committees operate more independently within their budget. Each committee would have a liaison on council and these liaisons would be responsible for working with several related committees. There would be no need for committee chairs to also attend Council meetings.
- A slide was presented outlining several possible models to consider. (Appendix I) Any change to our governance model would require congregational approval and it is hoped that proposal could be brought to the upcoming Annual Meeting in March. Any change may also require approval from the Canadian Shield Regional Council if our proposal falls outside several recommended models.

St. Andrew's 2021 Annual General Meeting  
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January 16<sup>th</sup>, 2022 at 11:30 a.m.

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- One of the hoped-for outcomes of restructuring would be more involvement of congregation members in church governance. The Nominations Committee is considering using Council Co-chairs to lessen the work load. In the past year the Worship and Christian Development Committees joined together and this has resulted in more people working together.
- There were concerns expressed about the connection between the Council and committees if they are not directly represented. One solution could be that committees would be required to provide full written reports to Council on a regular basis.
- The members-at-large and the committee liaisons would have voting powers, but there was a concern expressed that on a smaller council, voting would be top-heavy with members named to the Executive having too much power.
- Having a Council that is more tuned to strategic planning could be very important as we look at what the future of St. Andrew's and of the United Church in North Bay. Also, having a new Council structure may help us overcome some of the concerns about the negative atmosphere that has been part of the current Council for a long time now.

Being on Council should not be considered an onerous task and members of the congregation should be encouraged to be involved and take some ownership of what happens at the church.

Re-imagining Space  
& Ministry

**Appendix II**

Beth Ward presented a slide (Appendix II) which outlined with several options about how we could use our building. These ideas are intended to get people considering possibilities as we think about moving forward.

- In the extreme, we could sell the building and find (or build) a new space to offer worship and our own outreach programs.
- We could stay with our current model and continue using the building as a church that rents out space. This would require a concerted effort to attract and manage more long-term or short-term renters.
- The chart in Appendix II, lays out several other possibilities. Some of these would likely require that we set up dual boards – one for the church and another to manage some kind of community-based project. This would involve an agreement to provide permanent space for non-church activity.
- Options for community use include a social justice space, a creative hub or community center in partnership with another organization. We could also approach another congregation to share the space and the expenses. They could be from the United Church or any other denomination. Finally, the space could be set up for some kind of market use (i.e. a daycare, indoor farmer's market).
- Many people are feeling weary these days, but if there are people with passion and interest willing to spearhead the implementation of some of these ideas this could be a way of revitalizing our congregation.
- Pros include accessible building, location, several space options and free within walking distance. Cons include age of the building and lack of on-site parking.
- This is not only our struggle. Figures suggest that there is one United church closing every week.

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- The CBC program *Tapestry* explored this issue in a recent episode (air date December 12, 2021) and it can be found on the CBC webpage [How religious practice continues to transform through the pandemic | CBC Radio](#)

**Other Business**                      None

**Adjournment**                      The meeting adjourned at 12:45 p.m.

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<b>Next Executive Meeting</b>	Tuesday, February 8 <sup>th</sup> , 2022 at 6:30 p.m.	<i>Zoom</i>
<b>Next Council Meetings</b>	Tuesday, January 18 <sup>th</sup> , 2022 at 6:30 p.m.	<i>Zoom</i>
	Tuesday, February 15 <sup>th</sup> , 2022 at 6:30 p.m.	<i>Zoom</i>

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Chairperson, Pat Kirton-Bailey

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Secretary, Karen Gooch

St. Andrew's 2021 Annual General Meeting  
Held by Zoom, North Bay, ON  
January 16<sup>th</sup>, 2022 at 11:30 a.m.

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## Appendix I

CURRENT STRUCTURE	SOMEWHERE INBETWEEN	SMALLER STRUCTURE
<p>Council</p> <ul style="list-style-type: none"> <li>Executive <ul style="list-style-type: none"> <li>Chair</li> <li>Vice chair (empty)</li> <li>Treasurer (empty)</li> <li>Past chair</li> <li>Secretary</li> <li>Minister</li> </ul> </li> <li>15 committees chairs <ul style="list-style-type: none"> <li>Accessibility</li> <li>Administration/ Building Use</li> <li>Christian Development Vacant</li> <li>Worship</li> <li>Congregational Life/ Fun(d)raising</li> <li>Finance Vacant</li> <li>Inclusivity Vacant</li> <li>Memorial Vacant</li> <li>Ministry &amp; Personnel</li> <li>Mission &amp; Service Vacant</li> <li>Outreach</li> <li>Pastoral Care</li> <li>Property</li> <li>Stewardship Rotating</li> <li>Planned Gifts Rotating</li> </ul> </li> </ul>	<p>Council</p> <ul style="list-style-type: none"> <li>Executive <ul style="list-style-type: none"> <li>Chair / co-chairs</li> <li>Vice-chair</li> <li>Treasurer</li> <li>Past chair</li> <li>Secretary</li> <li>Minister</li> </ul> </li> <li>4-6 team chairs</li> <li>Trustee <ul style="list-style-type: none"> <li>2 members at large</li> <li>2 members Regional Council</li> </ul> </li> </ul>	<p>Council (Strategic planning)</p> <ul style="list-style-type: none"> <li>Executive <ul style="list-style-type: none"> <li>Chair / co-chairs</li> <li>Treasurer</li> <li>Vice-chair</li> <li>Past chair</li> <li>Secretary</li> <li>Minister</li> </ul> </li> <li>3 team chairs (Admin / Building / Services &amp; Programs)</li> <li>M&amp;P chair</li> </ul> <p><i>Administration</i> would include the following existing committees (Administration; Fun(d)raising; Finance; Memorial; M&amp;P; Planned Gifts).</p> <p><i>Building</i> would include the following existing committees (Accessibility; Building Use Property).</p> <p><i>Services &amp; Programs</i> would include the following existing committees (Christian Development; Worship; Inclusivity; Congregational Life; M&amp;S; Outreach; Pastoral Care; Stewardship)</p>



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## Appendix II

### Possible Options – RE-IMAGING SPACE

<https://www.cbc.ca/india/tapestry/how-religious-practice-continues-to-transform-through-the-pandemic-1.6281077/why-canada-s-27-000-faith-buildings-are-crucial-for-communities-1.6281233>

<p><b>Social Justice Space</b></p> <ul style="list-style-type: none"> <li>• Space for community partners to launch / run programs</li> <li>• Partner OutLoud / ACNBA / DNSSAB</li> <li>• Food security hubs (food bank - cooking classes / vertical grow-op for community)</li> <li>• Housing / Shelter <ul style="list-style-type: none"> <li>• Create designated spaces in the church for church programs versus shelter space</li> </ul> </li> </ul>	<p><b>Shared Faith Space</b></p> <ul style="list-style-type: none"> <li>• Approach other congregations to share space / costs with another congregation / faith</li> </ul>
<p><b>Creative Community Hub / Community Centre</b></p> <ul style="list-style-type: none"> <li>• Arts Community Collective</li> <li>• Classes (crafts, general interest, recreation, exercise, children &amp; youth, seniors)</li> <li>• Groups (music, art, meditation, AA / NA, Men's / Women's)</li> <li>• Membership fees / rental fees / municipal funding / grants</li> </ul> <p><a href="https://kingsbridgecentre.ca/about-us/">https://kingsbridgecentre.ca/about-us/</a></p> <p>Trinity St. Pauls' – Toronto</p>	<p><b>Market Space / Sell</b></p> <ul style="list-style-type: none"> <li>• Farmer's market in doors (Oct – May)</li> <li>• Daycare</li> <li>• Film industry rental</li> <li>• Other</li> </ul> <p><a href="https://skaterham.com/">https://skaterham.com/</a></p> <p>Re-attempt sale of building and join with another congregation</p>

#### NOTES:

Some of these options may mean a different composition of Council / Board

Some may require a MOU

Some will require rental agreements / liability assessments

PROS: Accessible / location / space options / free parking - short walking distance / provide programming for low income families

CONS: Aging building / limited immediate parking

## JUNE 5<sup>TH</sup>, 2022 CONGREGATIONAL MEETING

Congregational, Page 22063

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**St. Andrew's United Church Congregational Meeting**  
Held in the Sanctuary, North Bay, ON  
Sunday June 5<sup>th</sup>, 2022 at 11:30 a.m.

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<b>Welcome (12:10 p.m.)</b>	Doug McCausland welcomed everyone and called the meeting to order. Rob Smith was welcomed and he was invited to offer the opening prayer. He joined the meeting by <i>Zoom</i> from Thunder Bay as the Pastoral Liaison from the Canadian Shield Regional Council, replacing Karen Brophay who had to step down from that position.
<b>Attendance</b>	A quorum of members and adherents from St. Andrew's attended this Congregational in-person meeting held in the sanctuary.
<b>Guest</b>	Rev. Rob Smith, Pastoral Relations Minister Canadian Shield Regional Council
<b>Chair/ Secretary</b>	It was agreed that Doug McCausland would Chair and Karen Gooch would serve as the Secretary for this meeting.
<b>Voting Privileges</b>	<b>Motion 056/22</b> Kim Delarosbel/ Donna Landry that in accordance with The Manual 2022 Section B.3.7.2 voting privileges be extended to all those who are adherents of St. Andrew's United Community of Faith and participating in this meeting. <b>Carried</b>
<b>Agenda</b>	The agenda was circulated online before this meeting. The purpose of this meeting was to seek approval for the recommendations from the Profile Committee and for the formation of a Search and Selection Committee. The final report from the Transition Team was also presented.
<b>Profile Committee Recommendations</b>	Donna Sinclair offered an overview of the Profile Committee's work and recommendations: <ul style="list-style-type: none"><li>• She began by offering thanks to members of the Committee: Stuart Bailey, Bill Ingwersen, Kathy Payne and Donna Sinclair. Karen Brophay 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. Thanks was also offered to Pat Kirton-Bailey for her work on the financial viability report.</li><li>• Donna also thanked those who were part of the listening team and those who responded with comments. The comments were very helpful when putting together the recommendations of the Committee.</li><li>• The Profile Committee has discerned that we are not ready to call a full-time minister at this time, so the recommendation is that we seek another ¾ time transitional minister for 12 to 18 months. Although progress has been made towards calling permanent Ministry Personnel, with things such as our new Council model, there is still transitional work to complete and healing to be done.</li><li>• The job description includes finding someone who can offer us a non-anxious presence. They must be willing to support us in reconnecting with our members and in helping rediscover pleasure in being community. Support is also needed as we embark into serious discussions with the other United Churches in North Bay. Whoever we hire must be able to help us explore our Affirming status and some of the fractures in this area of our ministry. Financially there is ongoing work to</li></ul>



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recover from the effects of pandemic and other pressures that have meant a drop in donations the last couple of years. The Profile Committee feels that it is very important to integrate recommendations from the Transition Team final report.

- There was a question about the difficulties in finding part-time Ministry Personnel for a short-term appointment and whether the person we hire could ultimately apply for a full-time appointment. It was suggested that this may be something we want to consider.

**Motion 057/22**

Lorie Fairburn/ Kim Delarosbel that St. Andrew's accept the report from the Profile Committee. **Carried**

**Motion 058/22**

Bill Ingwersen/ Elizabeth Brownlee that St. Andrew's congregation approve the Living Faith Story as presented by the Profile Committee. **Carried**

**Motion 059/22**

Marg Fleming/ Joyce Boston that St. Andrew's congregation approve the Ministry Profile as presented by the Profile Committee that includes the ¾ time appointment of a supply minister for 12 to 18 months. **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 \(standrews-northbay.ca\)](#)

**Search and Selection  
Committee**

Several names were brought forward to serve on the Search and Selection Committee. There was a request for further nominations from the floor and two more names were added to the list.

**Motion 060/22**

Elizabeth Brownlee/ Kim Delarosbel that St. Andrew's congregation appoint the following people to the Search and Selection Committee: Judy Borden, Bill Ingwersen, Michael Ivany, Louise Ells and Donna Sinclair and that the Profile Committee be disbanded with thanks. **Carried**

**Transition Team  
Report**

Lillian Roberts presented the final report from the Transition Team. She offered thanks to the other Team members: Cathy Coleman, Karen Gooch, Beth Ward (who recently resigned) and Pastoral Liaison Karen Brophrey (who has had to step down from this role).

- There is still work to do on the 5 goals set by the Transition Team – we are not yet transformed! We need to explore what a post-pandemic Community of Faith will look like. There is intentional work required around reconnecting as a Community of Faith as well as additional work on our mission and our Affirming status.
- Council will oversee the main recommendation of this report which is that an implementation working group be set up to lead the completion of the Transition Team's work.

**Motion 061/22**

Karen Gooch/ Bill Ingwersen that St. Andrew's congregation receive the final report from the Transition Team with gratitude. **Carried**

The full report Transition Team report can be found at:



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**[Transition Page – St. Andrew's United Church \(standrews-northbay.ca\)](http://standrews-northbay.ca)**

**Other Business**

None

**Adjournment**

The meeting adjourned at 12:45 p.m.

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**Next Council Meetings**

Tuesday, June 14<sup>th</sup>, 2022 at 6:30 p.m.  
Tuesday, July 19<sup>th</sup>, 2022 at 7:30 p.m.

Lois E. Carey Parlour  
Lois E. Carey Parlour

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Chairperson, Doug McCausland

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Secretary, Karen Gooch

## OCTOBER 2<sup>ND</sup>, 2022 CONGREGATIONAL MEETING

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**St. Andrew's United Church Congregational Meeting  
Held in the Sanctuary, North Bay, ON  
Sunday October 2<sup>nd</sup>, 2022 at 11:30 a.m.**

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<b>Welcome (11:30 a.m.)</b>	Doug McCausland welcomed everyone and called the meeting to order.
<b>Attendance</b>	Thirty-three members and adherents from St. Andrew's attended this Congregational in-person meeting held in the sanctuary. Pastoral Charge Supervisor Kathie Smith was in attendance.
<b>Chair/ Secretary</b>	<b>Motion 073/22</b> Pat Kirton-Bailey/ Stuart Bailey moved that Doug McCausland be appointed as Chair of this meeting and Lorie Fairburn be appointed as Secretary. <b>Carried</b>
<b>Opening</b>	Bill Ingwersen led attendees in prayer.
<b>Agenda</b>	<b>Motion 074/22</b> Garth Goodhew/ Bill Ingwersen moved that the agenda be accepted as circulated. <b>Carried</b>
<b>Council Structure</b>	<b>Appendix I</b> The proposed new Council structure that was approved in principle at the March 27 <sup>th</sup> , 2022 Annual General Meeting was circulated before the meeting with the recommendation from the current Council that a Financial Liaison be added to oversee all money related committees and activities. A motion was presented to permanently adopt the new structure. <b>Motion 075/22</b> Pat Kirton-Bailey/ Marg Fleming moved that St. Andrew's adopt the proposed Council structure with the changes recommended by the current Council, as presented. <b>Carried</b>
<b>Search Committee</b>	Louise Ells presented the following update from the Search Committee. <ul style="list-style-type: none"><li>• The other Committee members are: Donna Sinclair, Judy Borden, Jennifer Barnett, Kathy Payne, and Bill Ingwersen. They meet on a regular basis and most recently on September 21<sup>st</sup>, at which time, the Canadian Shield Regional Council (CSRC) Pastoral Relations Minister Rob Smith attended. They have not yet found a minister, but are confident they will. Louise on behalf of the Search Committee thanked everyone for their patience, support, and faith in the committee as they continue their search.</li></ul>
<b>Other Business</b>	
Committee Members	Doug McCausland invited anyone who is interested in becoming involved in the church to let him know and he would ensure to connect them to the right committee.
<b>Adjournment</b>	Kathie Smith, our CSRC appointed Pastoral Charge Supervisor offered congratulations to the congregation on the great work done on the new Council structure and offered a closing prayer.

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Sunday October 2<sup>nd</sup>, 2022

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**Motion 076/22**

Tim Robertson/ Gina McCausland moved that the meeting be adjourned.

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**Next Council Meeting**

Wednesday, October 19<sup>th</sup>, 2022 at 7:00 p.m.

Lois E. Carey Parlour

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Chairperson, Doug McCausland

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Acting Secretary, Lorie Fairburn

St. Andrew's Congregational Meeting  
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## Appendix I

### 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)

## SLATE OF OFFICERS AND TRUSTEES FOR 2023-2024

### EXECUTIVE OFFICERS

Chair	Doug McCausland
Vice Chair	Bill Ingwersen
Vice Chair	Kim Delarosbel
Secretary	Karen Gooch
Treasurer	Pat Kirton-Bailey
Pastoral Charge Supervisor	Kathie Smith

### LIAISONS

Administration	Derek Stott (Acting)
Finance	Lorie Fairburn
Facility	Howard Wurster
Living Mission	Derek Stott
Spiritual Life	Elizabeth Brownlee

### MEMBERS-AT-LARGE

Marg Fleming	Kimberly Robinson Nelles
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### M&P COMMITTEE\*

Donna Landry

### REGIONAL COUNCIL REPRESENTATIVES\*

Karen Gooch	Bill Ingwersen
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### TRUSTEES

Garth Goodhew* (March 8 <sup>th</sup> , 2025)	Ed Mounce (March 8 <sup>th</sup> , 2025)
John Wallace (November 26 <sup>th</sup> , 2025)	Kathie Smith (Ex Officio)

*\*Appointed Council Trustee Representative*

*\*Regional Council Reps and M&P Committee members to be affirmed by separate motion of the congregation.*

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### UNELECTED POSITIONS

#### COMMITTEES & TEAMS

The Chairs and members of our Committees and Teams are listed on pages 36-37 of this report.

#### HISTORIAN

Bethany Brownlee

#### PRIVACY OFFICER

Stuart Bailey

## OUR LIFE TOGETHER

The following names are part of the story of 2022 at St. Andrew's.

### BAPTISMS

Louise Ells was baptized by immersion in Lake Nipissing.



### MEMBERSHIP

Louise Ells became a member of St. Andrew's by profession of faith.

### IN MEMORIAM

Olive Cote

Marjorie Gardiner

Bill Gibson



### MARRIAGES

Bathsheba Ward

Natalie Cristine Wilson

Kimberly Robinson

Brian Nelles



## PASTORAL CHARGE INFORMATION FOR 2022

	<u>2020</u>	<u>2021</u>	<u>2022</u>
1. Number of households under pastoral care			
Member and Adherent	444	453	439
2. Number of people under pastoral care			
Adults	548	556	531
Children	<u>n/a</u>	<u>n/a</u>	<u>n/a</u>
Totals	553	548	
3. Number of baptisms			
12 Years of age and over	0	0	1
Under 12 years of age	0	0	0
4. Number of Marriages	4	0	2
5. Number of funerals and memorial services			
Members	7	2	0
Adherents	3	1	0
Other	<u>1</u>	<u>0</u>	<u>0</u>
Totals	11	3	0
6. Members received by profession of faith (confirmation)			
Under 18	0	0	0
Age 18 or older	0	0	1
7. Members received by Certificate of transfer	0	1	0
Otherwise (reaffirmation & clerical update)	0	0	0
8. Members removed by death	7	2	2
9. Members removed by Certificate of transfer	0	1	2
Otherwise	0	0	0
10. Total confirmed membership <sup>1</sup>			
Resident	235	233	230
Non-Resident	65	65	59
11. Number of identifiable givers to local expenses	187	160	155
12. Number of households giving to local expenses	181	158	151
13. Number of identifiable givers to Mission & Service fund	52	54	48
14. Number of PAR givers	72	68	61
15. Number of new Households	0	0	0
Number of new Adults	0	0	0
16. Average weekly attendance Sunday services (Oct & Nov)	109	93	86

<sup>1</sup> Only people with a St. Andrew's assigned roll number





### CHAIRS OF COUNCIL

1. Ken Hull	September 1971 – December 1972	1½ years
2. Ed Capstick	January 1973 – January 1976	3 years
3. Galen Driver	February 1976 – January 1977	1 year
4. Tim Scorer	February 1977 – December 1978	2 years
5. Eunice Phillips	January 1979 – December 1980	2 years
6. Ivan Clysdale	January 1981 – December 1982	2 years
7. Andy Boothroyd	January 1983 – June 1984	1½ years
8. Bob Hunter	July 1984 – December 1984	½ year
9. Marie Liddle	February 1985 – May 1987	2½ years
10. Hugh Drouin	June 1987 – June 1988	1 year
11. Doug Walsh	July 1988 – May 1990	2 years
12. Wanda Wallace	June 1990 – June 1992	2 years
13. Garth Goodhew	July 1992 – August 1994	2 years
14. Mike Marrs	September 1994 – August 1996	2 years
15. Al Cunningham	September 1996 – August 1998	2 years
16. Stephen Glass	September 1998 – August 2000	2 years
17. Marie Pyper	September 2000 – August 2001	1 year
18. Doug McCausland	September 2001 – August 2004	3 years
19. Pat Kirton-Bailey	September 2004 – August 2008	4 years
20. Derek Stott	September 2008 – August 2010	2 years
21. Gordon Hamden	September 2010 – August 2012	2 years
22. Howe Saunders	September 2012 – August 2014	2 years
23. Joyce Boston	September 2014 – August 2016	2 years
24. Gail Thomsen	September 2018 – August 2018	2 years
25. Bill Ingwersen	November 2018 – March 2020	1½ years
26. Pat Kirton-Bailey	March 2020 – March 2022	2 years
27. Doug McCausland	March 2022 – March 2024	2 years



## COMMITTEES AND TEAMS

This is a list of those who served on the various Committees and Teams of St. Andrew's during 2022. An asterisk denotes those who will not be continuing in their role in 2023 and we thank them for their service to our Community of Faith.

### STANDING COMMITTEES

#### ACCESSIBILITY

Derek Stott (Chair)

#### ADMINISTRATION/ BUILDING USE

Karen Gooch (Chair)

Stuart Bailey

#### COMMUNICATION

Derek Stott (Chair)

#### CONGREGATIONAL LIFE/ FUN(D)RAISING

Elizabeth Brownlee (Co-chair)

Liz Westbrook (Co-chair)

Willa Gallant

Betty Hurley

Ardis Pattenden

Frankie Syme

Velma Yackobeck

Janet Crites\*

Rod Desjardins\*

Peter Haddow\*

#### FINANCE COMMITTEE

Lorie Fairburn (Chair)

Pat Kirton-Bailey (Treasurer)

Janet Ross

Joan Wurster

#### INCLUSIVITY COMMITTEE

Donna Sinclair (Chair)

Jennifer Barnett

Kim Delarosbel

Treanor Greer-Delarosbel

Gailand MacQueen

Jim Sinclair

Barb Van Herk

Natalie Wilson\*

#### MEMORIAL COMMITTEE

Elizabeth Westbrook (Chair)

Joan Wurster (Treasurer)

Betty Hurley

Barb Van Herk

Lois Carey\* (Secretary)

#### MINISTRY & PERSONNEL COMMITTEE

Donna Landry (Chair)

Lucien Masson

Donna Sinclair

Natalie Wilson\* (Chair)

#### OUTREACH/ MISSION COMMITTEE

Stuart Bailey (Chair)

Meggie Goodwin

Ellen Ramsay

Karin Robertson

#### NOMINATIONS

Bruce Downey\*

Garth Goodhew\*

Wanda Wallace\*

Beth Ward\*

#### PASTORAL CARE COMMITTEE

... (Chair)

Joyce Boston

Doris Cole

Mary Marrs

Kathy Payne

George Cole\*

Cathy Coleman\* (Chair)

#### PROPERTY COMMITTEE

Reid Milne (Chair)

George Etches

Mike Morrison

#### WORSHIP/ CHRISTIAN DEVELOPMENT TEAM

Ralph Johnston (Co-Chair)

Kim Delarosbel (Co-Chair)

Bethany Brownlee

Elizabeth Brownlee

Pat Kirton-Bailey

Kimberly Robinson Nelles

Derek Stott

Rod Desjardins\*

Peter Haddow\*

Rev. Lillian Roberts\*

## SPECIAL COMMITTEES

### PLANNED GIFTS COMMITTEE

Doug McCausland (Chair of Council)  
Stuart Bailey (Outreach)  
Reid Milne Jr. (Property)  
Ralph Johnston (Worship/Christian Development)  
Lorie Fairburn (Finance)

### STEWARDSHIP COMMITTEE

Bethany Brownlee  
Derek Stott  
Natalie Wilson\*

### REOPENING COMMITTEE

(Ad Hoc)  
Liz Brownlee  
Kim Delarosbel  
Pat Kirton-Bailey  
Derek Stott  
Peter Haddow\*

### SEARCH COMMITTEE

(Ad Hoc)  
Donna Sinclair (Chair)  
Jennifer Barnett  
Judy Borden  
Louise Ells  
Bill Ingwersen  
Kathy Payne

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## COUNCIL HIGHLIGHTS

Once the risk associated with COVID-19 waned, in-person Council and Congregational meetings resumed in the spring of 2022. Below are some of the highlights of the decisions made by Council during 2022.

- In January a Profile Committee was formed to revise our Living Faith Story and to make recommendations about hiring new Ministry Personnel at ¾ time. This led to the formation of a Search Committee at a congregational meeting in June. The work of this Committee has been very challenging and continues in 2023 with updated criteria that includes the possibility of hiring a full-time minister.
- The Nominations Committee recommended a slimmed down Council structure which was approved in principle at the AGM last year and given formal approval by the congregation in October. Liaisons overseeing various areas of the work of the church will be elected to represent the Committees on Council.
- In June, we said goodbye to Rev. Lillian Roberts, our Transitional Minister and disbanded the Transition Team after receiving their final report. Thanks to Lillian and members of the Transition Team for their leadership skills during these challenging times.
- We welcomed Kathie Smith as our Canadian Shield Regional Council appointed Pastoral Charge Supervisor to oversee Council's work while we search for a new minister.
- Council members Doug McCausland, Bill Ingwersen and Lorie Fairburn have been representing St. Andrew's at the North Bay United Churches Workgroup, which is exploring ways that we can cooperate with other North Bay congregations as we move into the future.
- Peter Haddow resigned as Coordinator of Loaves & Fishes and we thank him for his hard work. Council hired Lorie Fairburn to take over this very important position in October.

For more information about the work of Council you can find the approved minutes of all our Council meetings and the draft minutes of congregational meetings (to be approved at the AGM) posted on our website. [St. Andrew's Church Council – St. Andrew's United Church \(standrews-northbay.ca\)](https://standrews-northbay.ca)

*Submitted by Karen Gooch, Council Secretary*

## ADMINISTRATION/ BUILDING USE COMMITTEE

After the challenge of dealing with COVID-19 restrictions, Janet Ross our Office Administrator once again proved that she is very adaptable. She was forced to work from home at times when the building was too cold because of our flood damaged boilers. When she was at work, she had to navigate through a construction zone and deal with anxious renters who were in a hurry to get back into our space so they could resume their activities. She also took on the added task of working with our Treasurer to look after the bookkeeping duties for the church finances. A big thank you goes to Janet for keeping things running smoothly administratively. If you have some time, consider contacting her about volunteering in the office – there is always folding to do!

Just as things looked like they might be moving to something more normal following pandemic rules, a number of groups who have used the building in the past were anxious to return at the beginning of 2022. However due to the basement flood, use of the building was again restricted to some extent for over 6 months. There were several self-help groups that had resumed in-person meetings in the basement and a couple of small choirs that were able to practice in a manner that allowed physical distancing to be maintained. Also, over the years, St. Andrew's has developed a relationship with several movie companies that have been working in North Bay and they we looking to book space for the upcoming filming season. Ultimately, we brought in \$13,784 in rental income which was down \$3,300 from 2021.

As we return to more normal times, our building will again become available for use by the many groups that we have been welcoming over the years. When the time is right, contact the church office to arrange a booking. Our Building Use Policy and rental rates are available on the church website.

[Renting Space at St. Andrew's – St. Andrew's United Church \(standrews-northbay.ca\)](https://standrews-northbay.ca)

*Submitted by Karen Gooch, Chair*

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*Detailed Drawing of St. Andrew's  
by Gord Hamden*



## CHOIR REPORT

Well – our choir is certainly resilient! We survived and kept the music going through our January 2022 COVID-19 shutdown (yet another!) by coming in and recording hymns with our choir of 4 to 5 (the most we could have in the choir loft while staying 6 feet apart). The choir learned the new skill of singing through masks as a group spread way apart where you can hardly hear each other – especially challenging when we're all used to being close where we can hear each other well and sing into the blend!

In mid-January we had to deal with the added stress of near frigid temperatures in the church after a basement flood took out the church's heating system, leaving the church too cold to record in, even bundled up in parkas. Dry cold air is very hard on the voice. We scraped by, by drawing on previously recorded music for the services and fitting them to the service.

Omond Memorial Church generously opened their arms for us to hold our services there, at 11:15 a.m. after their own service was finished and gone, which was wonderful – a church that was delightfully toasty, plus had nice acoustics to sing in! The challenge then was to have our 5 or 6 singers spread out enough in a choir loft designed to have singers close to each other, to abide by the current COVID-19 recommendations – and to pick familiar music that needed minimal rehearsal, since we had barely 15 minutes to rehearse before our congregation started coming in.

One of the fun things we did at Omond was to record a Singing Valentine (to the tune of Happy Birthday...) from St. Andrew's to members of our congregation and the North Bay Community, singing how much we missed them and sending them a blessing in these challenging times. We sang it first in our Valentine's Day service, and then sent it off to local radio stations and MCTV. It was played on a few stations, and a surprising number of people said they heard it, which was fun. It was a nice lift in frustrating times!

In March, once the weather warmed up enough that we could get by in our sanctuary, we moved back home again. Through the spring, COVID restrictions started easing off and we cautiously started easing restrictions, not entirely trusting the official responses as guidance for what was safe. By mid-year masks became optional, and we gradually let the distance between choir members get a little smaller, always being aware that COVID was still kicking around. Our choir got back up to about 8 members, about half our pre-COVID number, when all were there.

One of the interesting things was how so much of the music we had done before now had to be adapted and re-worked to fit our new choir logistics – dependent on who was able to be there on any particular Sunday. 4 part harmony had to be pared down to 3 part and even 2 part to sing well – but we still managed to get an amazingly full sound out of what was sometimes just a few singers.

Through COVID, we had shifted, without really realizing it, from our traditional format of 3 to 4 hymns and two choir pieces in each service, to only 3 or 4 hymns and choir pieces total, and they could now fall any place in the service, depending where they fit best. We might sing a hymn after the sermon, and a choir piece between the scriptures, if that's what fit best.

As things slowly opened up through 2022, it was time to once again consider mixing in music that was more challenging, that would make use of different skills, stretching our voices and piano skills with harmony or styles that were just challenging enough to keep things interesting and bring unused repertoire back into play again. It was wonderful to move from survival mode to a richer mix that pushed our learning skills while utilizing the intimate number of singers we had.

Once again, our year swung through to Christmas, some things changing, some hanging on. Our Candlelight Lessons & Music service still used LED candles in the side windows instead of real candles, but lit candles flickered in the front of the church, so the candle lighters didn't mix unnecessarily with the congregation.

And the most memorable music of the year for me? The moment one Sunday morning before church when the sanctuary echoed with noisy chatting and talking, drowning out my piano prelude music! It was absolutely wonderful to hear people visiting and catching up after so long of separation and enforced silence. St. Andrew's is slowly but surely coming home again! Yay!

*Submitted by Ralph Johnston, Music Director*



## CONGREGATIONAL LIFE

The Congregational Life Team is comprised of a wonderful group of volunteers whose mission is to offer hospitality at church events.

Our main function this year has been to offer refreshments each week after worship. Having lost our church hall access because of the flood, our recourse has been to set up in the chapel, offering tea, coffee, juice, water and treats and an opportunity for folks to visit and reconnect. Such opportunities are treasured, as is evidenced by the number of folks who linger even when refreshments are not being served. Our hosts for Linger Coffee are Liz Westbrook, Willa Gallant and Jolene Carter who, along with a number of other generous folks, provide treats.

In September, Congregational Life was delighted to host a Linger Lunch to celebrate our new gym floor! On a bright Sunday with the sun pouring in the windows we rejoiced over tea, coffee, sandwiches and cookies.

Although no congregational potlucks were held in 2022, some have been planned for this year.

Members of our team are Betty Hurley, Willa Gallant, Frankie Syme, Liz Westbrook and Liz Brownlee. We are looking forward to a much more active congregational life in 2023!

*Respectfully Submitted by Liz Brownlee*



## FUN(D)RAISING

The year 2022 was the year of 'thinking outside the box' in terms of Fundraising! With COVID-19 having put a halt to *Turkeyfest*, previously St. Andrew's major fundraiser, other forms of generating income needed to be found.

Our first online initiative took place in June when the initial episode of *Cooking with St. Andrew's* premiered! The brainchild of Lorie Fairburn, *Cooking with St. Andrew's* featured an opportunity to bake scones along with author Donna Sinclair, and a reading from her acclaimed book *The Spirituality of Bread*. With two anonymous donors matching funds raised, this event brought in over \$3,500.

*Baking Spirits Bright*, our annual cookie sale, raised over \$1,100, thanks to bakers Velma Yackobeck, Willa Gallant, Frankie Syme, Betty Hurley, Liz Westbrook, Ardis Pattenden and Liz Brownlee.

Judith and Bill Ingwersen produced and sold a beautiful art calendar of Judith's paintings. This ingenious project raised \$1,200 in total!

St. Andrew's *Turkeyfest* Soup Mix is an on-going project during the winter months. We are grateful to those who support this project by selling on and by gathering pint jars!

The Fundraising Team has been blessed by folks in the congregation who have developed their own initiatives to bring revenue into the church coffers. We are grateful for all the ways our people work together to keep our doors and hearts open! If you have suggestions, please do not hesitate to share them!

*Respectfully Submitted by Liz Brownlee*



## INCLUSIVITY COMMITTEE

In 2022, with COVID, the Inclusivity Committee was not active— although in November we were at last able to have our first Rainbow Potluck since the start of the pandemic.

So, we are looking forward to greatly increased activity in 2023. The emphasis of the Inclusivity Committee this year is on allyship, a “lifelong process of building relationships based on trust, consistency and accountability with marginalized people.” We are trying our best to help our faith community be good allies to all who are sometimes left out. People with dementia, for instance (we are a Blue Umbrella community), and people subjected to racism, and LGBTQIA+ and Two Spirit people.

At the time of writing, we have planned several events: worship on PIE Sunday, March 12. This is the closest Sunday to March 14, nationally recognized as PIE (public, intentional, explicit) Day. The Committee will provide pie (of course)!

The Inclusivity Committee is very grateful to Donna Landry for her donation of a Pride flag and to Treanor Greer-Delarosbel for the flagpole and installation outside the front entrance of St. Andrews. It is a beautiful example of public, intentional and explicit welcome to all from an Affirming community of faith.

The Committee plans another Rainbow Potluck (these were very popular before COVID) on March 18 to celebrate St Patrick's Day. Please note that all friends and allies are welcome!

This year marks the tenth anniversary of St. Andrews becoming an Affirming ministry. The Committee plans to lead worship that day, May 7.

The Inclusivity Committee is very happy to welcome Barb Van Herk as our newest member. Other Committee members are: Treanor Greer-Delarosbel, Kim Delarosbel, Gailand McQueen, Jim Sinclair, Donna Sinclair, Jen Barnett.

*Submitted by Donna Sinclair*





## LOAVES & FISHES



### ST. ANDREWS COMMUNITY FOOD BANK

#### JANUARY – SEPTEMBER 2022

2022 was a challenging year for the Loaves & Fishes Community Food Bank. Our January flood saw us dealing with the loss of our gym space and a Sunday School room full of food donated to us through the generosity of the Santa Fund. Thankfully the restoration company looked after moving the Santa Fund food into the dry Club Room, and we were able to relocate the big steel cart of canned goods up to the front entrance in the narthex before the elevator stopped working. From January until the end of June, under the capable direction of Food Bank Coordinator Peter Haddow and his assistant Rod Desjardins, the food bank operated out of the Algonquin Street entrance, serving between 40 and 50 guests most weeks. The winter months were quite a challenge, as no amount of space heaters were able to keep the narthex area warm. Guests joked that it was warmer outside than in the church!

Food bank users were able to access fresh milk, eggs, bread, margarine and frozen wieners, as well as a variety of canned goods to a total of eight items, with occasional access to fresh vegetables. Two separate donations of P.E.I. potatoes from the Rotary Club were gratefully received. Because all stock had to be carried upstairs and space was limited, the variety of items available was somewhat narrower than usual.

We were sad to see Peter and Rod retire from food bank at the end of June. They had made wonderful connections with the guests, and under their direction the food bank had increased not only its inventory, but the number of items each guest could access. The position of Acting Coordinator was filled by volunteer Liz Brownlee.

July saw the beginning of our Food Rescue partnership with the Gathering Place. Every Wednesday, food rescue items are delivered to the church for distribution on Thursday morning. The Food Rescue program has given our guests access to a much wider selection of groceries, including fresh salads, yogurt, cheese, juice, baked goods and frozen meat. During the month when the church was closed, volunteers carried out a cleaning blitz during which the food room was emptied, cleaned and reorganized, and the fridges and freezers were defrosted and cleaned in preparation for reopening in September.

On September 8 we were delighted to welcome our guests back to food bank in our newly re-floored gym space! The spacious surroundings have allowed us to offer the guests a wider variety of inventory with more opportunity to peruse available items.

It was with great excitement that we welcomed our new Loaves and Fishes Food Bank Coordinator on October 1! Lorie Fairburn brings with her great energy, a highly positive attitude, and years of food bank experience! Our food bank is in good hands!

*Submitted by Liz Brownlee, Acting Loaves & Fishes Coordinator*

*...continued*



## September – December 2022

The Loaves and Fishes Community Food Bank is the second largest food bank in North Bay. Clients are not required to provide ID or an address. We pride ourselves in serving our clients with respect and offering them a choice of groceries.



### **Mission Statement**

**Loaves & Fishes Community Food Bank is committed to providing food to those who are hungry regardless of circumstance. We strive to create a safe, inclusive space where all are welcome and treated with respect and dignity.**

We are called to witness in love and justice to the redeeming, healing Christ, risen in this place and time. Loaves & Fishes Community Food Bank, St. Andrews' Outreach Ministry is a way we come together in the practice of looking beyond ourselves and connecting to people in our community. We share the love of Christ with the gift of kindness, respect and food.

**Thank you for your generous support!** We were able to serve almost **300** people last year because of the financial and food donations. The John McIsaac Foundation awarded us with \$20,000 and we received over \$10,000 from kind donors. These funds provided groceries which have made a difference in many people's lives.

We value our partnership with the Gathering Place who supply us each week with food rescue groceries valued from \$500 to \$2,000.

### **Thank you to our Volunteers!**

Elizabeth Brownlee	Jolene Carter
John McKenzie	Liz Westbrook
Louise Chitaroni	Lu Masson
Lucy Emmott	Maurice LeBlanc
Mitch Larivee	Monique Peters
Ramona Waye	Willa Gallant

### **Did You Know?**

Volunteers work over 250 hours a month in support of the operation of the Food Bank.

### **Client Demographics**

Income Source			Age		
ODSP	61%	OW	11%	19-29	1%
Low Income	15%	WSIB	5%	30-64	98%
CPP	7%	Trust	1%	65+	1%

**Each week we see on average 44 clients & 8 new clients**

*Submitted by Lorie Fairburn, Loaves & Fishes Co-ordinator*

## MEMORIAL COMMITTEE REPORT

All of us who share in the life of this congregation benefit from the generosity of thousands of people who have preceded us in this community of faith for the past one hundred and thirty-eight years. The Memorial Committee endeavours to help members and friends of St. Andrew's to serve the congregation by providing a living memory of loved ones.

We thank families of the congregation who point out that expressions of sympathy through donations to the St. Andrew's Memorial Fund would be appreciated at the time of a loss of a family member. Providing *Memorials that Live and Serve* is a meaningful way of saying that this faith community was an important part of a person's life. We are grateful for donations made in 2022 in memory of the following people:

Evelyn Lefevre  
Norman Ross Beckett

Olive Cote

Dorothy Philippon-Latimer  
Anna Lawson Tagliamonte

The St. Andrew's tradition of placing Christmas poinsettias and Easter spring flowers in the sanctuary in memory of loved ones continues. This plan resulted in a total of \$1295.00 in donations; \$926.00 for Memorial projects and \$369.00 to create attractive floral displays for Easter and Christmas.

Looking back, you will find that in the last twenty-eight years twenty-two projects at St. Andrew's covered by the Memorial Fund totalled \$174,303.00.

Thank you to Kim Robinson Nelles, our in-house calligrapher, who prints the names in the Memorial Book of people being remembered and the person remembering them. This book can be found in the narthex.

Last year, Lois Carey, a long-time member of the Memorial Committee, decided to step down. We thank Lois for all her years of service on the Memorial Committee and helping to make decisions regarding the best use of donations. We honour her generous offering of time with purchasing and arranging the memorial flower, and her selfless dedication to this Committee and the Church. Thank you so much Lois - we miss you!

For 118 years St. Andrew's members have gathered to worship in this building at the heart of North Bay. We have celebrated events in people's lives from birth till the end of their days. We know that the church is more than the building, but we on the Memorial Committee have a mandate to maintain this heritage building to pass on to future generations of worshippers.

Members of the Memorial Committee  
Elizabeth Westbrook, Chair  
Joan Wurster, Treasurer  
Betty Hurley  
Barb Van Herk

*Submitted by Joan Wurster*

## MEMORIAL FUND FINANCIAL STATEMENT

Balance forward from 2021 \$15,981.93

### Income

Donations	705.00
Easter Flowers	575.00
Christmas Poinsettias	720.00
Bank Interest	<u>1.59</u>

Total Income \$2,011.59

### Expenses

Easter Flowers	197.50
Christmas Poinsettias	171.50
Postage	41.60
Bank Fees	<u>13.25</u>

Total Expenses \$423.85

**Bank Balance December 31<sup>st</sup>, 2022 \$17,559.67**

*Submitted by Joan Wurster, Memorial Committee Treasurer*



## MINISTRY & PERSONNEL COMMITTEE

The responsibility of the Ministry & Personnel Committee is to support, oversee and supervise the ministry personnel and the lay staff. Making sure that policy and procedures are followed.

The M&P Committee meets on a regular basis to make sure we are offering the staff all the help and encouragement to do their job well. The Committee has established immediate supervisors. We have also complied with the Ontario government minimum raise scale, giving the hourly staff people the increase at the same percentage as the previous year.

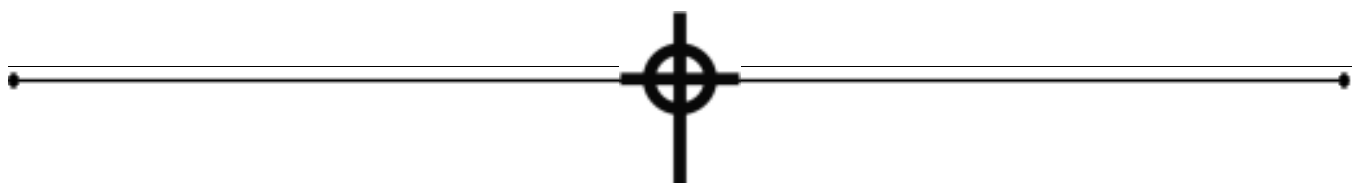
We are very fortunate to have great staff. Jan Ross is both the Office Administrator and Bookkeeper. She has worked very hard this year getting the books caught up and has a good handle on the office administration part of the job. Thank you to Jan for a job well done. Andrea Church and Kelly Jackson, our cleaners keep our building clean and tidy. Thank you to Andrea and Kelly. We also acknowledge and thank Peter Haddow for his work and dedication to the Loaves & Fishes Food bank. Peter resigned on June 30, 2022. We were very fortunate to have hired Lorie Fairburn as of October 2022 as the Co-ordinator of the food bank, she embraced the position with a great deal of enthusiasm. Thank you, Lorie and all the volunteers for working in this outreach ministry.

Our salaried staff, Rev. Lillian Roberts, Transitional Minister and Ralph Johnston, our Music Director were given an annual increase in salary in keeping with the United Church of Canada's recommendation. Rev. Lillian finished her time with us in June 2022, we are very grateful for her ministry and her guidance. Ralph does so much more than direct the music - he writes liturgy, will deliver a sermon or write a pageant. We are truly blessed to have Ralph as part of our staff.

We acknowledge the staff at every opportunity with accolades and cards, including their birthday and a monetary gift at Christmas.

I am grateful for my fellow M&P Committee members, Donna Sinclair and Lucien Masson.

*Submitted by Donna Landry, M&P Committee Chair*



# Dreams of our Faith Community

## Planning Today For Tomorrow



St. Andrew's United Church  
North Bay, Ontario

### PLANNED GIFTS FUND

In 2005 the Planned Gifts Fund was established to receive undesignated Planned Gifts. Planned Gifts are gifts from accumulated assets, usually in the form of bequests, gift annuities, charitable remainder trusts, shares, or life insurance. Gifts in this fund are used to support and enhance the ministry of St. Andrew's in the areas of Outreach, Worship and Christian Education; Building and Capital Improvements; 10% of each gift is used to meet the current year's operating expenses.

At the March 8<sup>th</sup>, 2020 AGM, a motion was passed that all future undesignated gifts will be allocated to Building and Capital portion of the fund until repairs to the steeple are paid for.

Since its inception, the Planned Gifts Fund has received gifts from:

Edith Mick  
Catherine Shields  
Tracy Shelp  
Betty Steele  
Jean Wilson  
June Lee  
Archie Soule  
Arthur Packwood  
Marylyn Mitchell  
Trish Schweitzer

Since 2005 St. Andrew's has also received designated bequests (where the will stipulates how the bequest can be used) from:

Queenie Buchanan  
Stanley Hunnisett  
Marylyn Mitchell  
Trish Schweitzer

In life, in death, in life beyond death, these beloved members of our church family continue to support their faith community. We celebrate their lives and honour their legacy of generosity and faithfulness. We are grateful.



## PROPERTY COMMITTEE

In early January 2022 the pipe delivering water to the church froze and cracked, flooding the boiler room to a depth of 2 1/2 to 3 feet. This happened sometime on a Sunday when everyone had vacated the building after morning activities.

The water flow continued all Sunday night and was discovered on Monday.

By the time of discovery, water had escaped the boiler room into the lower hall, Church School room and the gymnasium, flooding these areas to depths of 8 to 10 inches.

The flood damage was covered by the church's insurance and as a result, the following items were replaced:

1. Both boilers.
2. The gymnasium floor.
3. Flooring in the Sunday School room.
4. Flooring in the lower hallways and the janitor room.

The cost of repairs was \$326,000 after we paid the \$5,000 insurance deductible.

In addition, a section of the concrete floor in the gym, located by the door leading to the Church School room had been undermined by the water and sank down. The concrete was removed, the hole filled to level it and new concrete poured to bring that section of the floor up to the correct level.

The project was completed by the end of June 2022.

*Submitted by Reid Milne Jr., Property Committee Chair*





## KEEPING OUR FAITH COMMUNITY CONNECTED DURING THE CHALLENGES OF COVID-19

### WEEKLY TOGETHER NEWSLETTER

The COVID-19 epidemic continued to be a factor during the first part of 2022, and the need for a weekly means of keeping in touch with the St. Andrew's community remained as strong as ever. This regular newsletter was sent out to over 200 households via e-mail. Printed copies of the letter were also handed out to congregation members attending the Sunday morning services. This newsletter primarily contains announcements about St. Andrew's but often contains information about events in other churches, the Canadian Shield Regional Council, and the greater North Bay Community in general.

TOGETHER was compiled weekly by Office Administrator Janet Ross with assistance from Derek Stott. The letter was sent out every Friday by means of the *MailChimp* e-mailing platform to approximately 200 subscribers. There was also a link to the newsletter (and a subscription option) on the St. Andrew's home webpage.

<https://standrews-northbay.ca/>

### ST. ANDREW'S FACEBOOK GROUP

St. Andrew's *facebook* page continues to be well-visited by the more than 400 people who followed this public *facebook* group. During 2022, daily content updates were faithfully tended to by Administrator Kim Delarosbel whose posts not only informed members about what is going on at St. Andrew's, but also served as a means of inspiration to all the followers. Bethany Brownlee was also an administrator for this page. Thanks to both Kim and Bethany for their work.



<https://www.facebook.com/groups/190210044416412/>

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## ONLINE WORSHIP SERVICES

All Sunday services during 2022 were recorded and can be viewed on the [St. Andrew's YouTube channel](#). Special Easter and Christmas services were also posted to the channel. A fully-featured Panasonic HC-V785 video camera was purchased in the fall of 2022 using funds provided by the Choir. This purchase has greatly helped the video and editing process. Those involved in the production of the videos were Derek Stott (Videographer/ Editor), Kim Delarosbel (Graphic Support). Tim Robertson also assisted as an alternate camera and video editing person whose expertise was much appreciated!



*Submitted by Derek Stott*

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## ST. ANDREW'S TRUSTEES

Present trustees of St Andrew's United Church, North Bay are Ed Mounce, Garth Goodhew, John Wallace, and our Canadian Shield Regional Council appointed Pastoral Charge Supervisor Kathie Smith (Ex Officio).

There were no changes in the St. Andrew's Trustees during 2022. John Wallace was appointed by the congregation for a 5-year term on November 26<sup>th</sup>, 2021. Ed Mounce and Garth Goodhew were re-appointed for 5 years on March 8<sup>th</sup>, 2020. Garth Goodhew is the current Trustee representative on the Church Council. The Trustees hold meetings as needed and act on behalf of the congregation as required for major projects and insurance claims affecting the building.

We continued to be insured through HUB International Limited who specializes in church insurance. The major flooding in the basement in January 2022 caused by a broken water pipe underlined the importance of having adequate insurance coverage. The total repair bill was \$326,000 but we only had to pay the \$5,000 deductible. Thank you to Garth Goodhew who played a major role in coordinating the work of the contractors with the insurance adjuster.

The manse money continues to be invested in secure certificates and the interest is applied toward the housing allowance of the minister.

An extensive inventory with photos was compiled in 2008 of everything on the church premises. It is checked and added to as needed and it is kept in the church safe.

The deed to the church states that the ownership is the Trustees of St Andrew's Church. It is in the church's safe.

*Submitted by Karen Gooch*



## WORSHIP AND CHRISTIAN DEVELOPMENT TEAM

### WORSHIP (PART I)

Well, 2022 came in like a lion! With the rise of the COVID-19 Omicron variant causing a dangerous surge in cases, while we had managed to have live services (with masking, distancing 6 feet apart, no congregational singing, and a distanced mini choir with masks) through the 2021 Christmas season, with January's arrival we slammed back into online worship only. Once again, each Sunday's service had to be pre-recorded by speakers and the choir coming into the sanctuary in groups of less than five, and recording the various parts of the service – which was then pieced together into a video by the amazing and inexhaustible Derek Stott and put on our *YouTube* channel.

In mid January, a frozen pipe burst, flooding the downstairs hallway, the kitchen, the gym and the boiler room. While the sanctuary wasn't directly affected, the two feet of water in the boiler room took out our boilers and left us with NO HEAT for the next 5 months until new boilers could be installed. The only heat in the building was from a scattering of noisy electric heaters installed by the restoration company - - barely enough to keep the foundations from being damaged by freezing, and too cold to work for long without getting chilled.

The COVID situation eased enough that churches could have limited services with restrictions. It felt very important to have some kind of in person services for people to come to, to keep St. Andrew's alive – online services alone weren't enough to support community. In February Omond Memorial Church kindly let us hold our services in their building. They had moved to 9:30 a.m. services earlier, and really liked that time – so once their service was done about 10:30 a.m., and people had left the building (we needed to avoid contact between the two congregations to avoid spreading COVID) we could get in after 10:45 a.m. to set up for our service from 11:15 a.m. to 12:15 p.m. Not only was it challenging adapting to a new space, but there were unexpected extras to deal with – such as the laptop to run the *Power Point* projection that sparked when plugged into an outlet and permanently died, just before the service (subsequently done with no words for people to follow along for prayers, etc.) began.

In late March, the cold weather eased up enough that we could get back into our own sanctuary – a semi-construction site with shielded metal cables running along the floors in the back hallway. The heaters were loud and noisy and had to be turned off during services, which then gradually chilled down – but we got by. It was good to be home again!

All this time we were still without a full time minister at St. Andrew's -- but we were blessed by having Rev. Lillian Roberts as a Transitional Minister working  $\frac{3}{4}$  time. Her incredible organizational ability, flexibility, wisdom, creativity and people skills helped us keep moving forward with worship, along with preparing things so we could start looking for a minister, and dealing with the practical governance side.

With Lillian only hired for  $\frac{3}{4}$  time, the Worship/C.D. Team took on the responsibility of totally handling one service a month – including organizing a guest speaker or some creative alternative, writing liturgy and prayers for each week, developing the theme, compiling and formatting the bulletins, having someone be the Liturgist/host for the service (thanks Liz Brownlee!), opening the church beforehand and securing it after the service, and dealing with all the little things most people have no idea of, that go into a service. This was in addition to the Worship Team's usual duties of organizing and planning services, managing and acting as ushers (Beth and Liz Brownlee), producing the amazing hour of text and images that are now projected on the screen each Sunday by our incredibly talented Kim Delarosbel,

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and videoing, editing and putting up each Sunday's service on our *YouTube* channel (thanks Derek Stott!) so those who weren't comfortable coming to church in person can still stay involved. Thanks to Pat Kirton-Bailey for providing some neat services and being liturgist.

Lillian's time with us finished in June, after which it fell to the Worship/C.D. Team to stick handle ALL our worship services until such time as a hired minister happens. While this added to the work load and stress, with many extra hours from a dedicated few who have come dangerously close to burnout at times, the good news is that things eased off COVID-wise. Masks in church became optional, the congregation was finally allowed to sing hymns again, and distancing could be relaxed! Things have gradually edged closer to "normal". We're seeing a gradual trickle of new people joining us for worship, and some are staying.

The issue of Church School continues to be a challenge. We've coped as best we can by deliberately including children in worship in little ways, having some Inter-generational services, frequently doing Scripture as Story times, and providing an activity table at the back for those who want it. Traditional Church School is not likely to happen for a while, with a lack of those willing and able to teach Church School, and children being pulled in so many directions with their own activities.

Through all this, we've worked at keeping worship at St. Andrew's meaningful, honest and inclusive. Short *Growing in Awareness* times in the services bring moments of focus and attention around diversity of various kinds. Through the year we've celebrated Black Awareness Sunday, and marked Indigenous Day of Prayer, Orange T-shirt, Pride, Affirming, Trans and Inclusivity Sundays, among others. To help people socialize, generous volunteers offer up coffee and goodies in the chapel after church every Sunday – a social time that has helped make the church echo with laughter and chatter again. It's wonderful to hear!

*Submitted by Ralph Johnston, Co-chair of Worship/Christian Development*

## WORSHIP (PART II)

As the other Co-chair of Worship/Christian Development Team; I'd like to add my two cents. 2022 provided us with the best of our fearless Music Director, Ralph Johnston. He demonstrated the ability to quickly evolve and adapt to all of these situations we faced with a big smile and a can-do attitude. He was always eager to find a new way to celebrate worship, lend a helping hand and when he couldn't find the right offering hymn, he just wrote his own! Ralph is the glue that holds us together.

As well as mentioned in Ralph's report, I'd like to add my appreciation for all the work Elizabeth Brownlee has done, whose consistent presence as our Liturgist at Worship is truly appreciated and Derek Stott for all the late Sunday nights/Monday mornings processing our Worship services to be uploaded to *YouTube*. As well, we have little mouse, Bethany Brownlee who is always in the background ushering, welcoming, filling in whenever and wherever there is a need!! It doesn't go unnoticed, even if you'd like too! There are also a number of others who have answered the call to help. I would love to thank each and every one of you personally if I could, for reading scripture, drumming, offering prayers, doing reflections, decorating, setting up, preparing coffee, tea and treats after worship. We would be lost without you and I would miss someone in the naming and that would be awful ~ so to each of you, Thank you, Thank you, Thank you!

We have all been called in some capacity this year to come together, and as Donna Sinclair has mentioned several times ~ you can feel the spirit move amongst us on Sunday mornings. And that is the best feeling!

*Submitted by Kim Delarosbel, Co-chair of Worship/Christian Development*

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## FINANCE COMMITTEE

This has again been a challenging year for the Finance Committee. Our Treasurer, Patricia Kirton-Bailey along with our Financial Chair, Lorie Fairburn and our Bookkeeper, Janet Ross have worked hard to keep the bills paid and our books up to date since the spring of 2022. The learning curve has been steep for all of them. We are always looking for knowledgeable and energetic volunteers to help with the Finance Committee as we are currently looking to add new members.

Here are some things to note about our finances for 2022:

1. EFFECTS OF FLOOD ON FINANCIALS

2022 started with a flood in the church basement caused by a broken pipe in the boiler room. This caused over \$300,000 in damage which thankfully was mostly paid for by insurance. Our finances have been affected in several different ways. Since the church was closed for a few months due to a lack of heat and the basement was unusable for half the year, our rental income was down about \$3,300 from 2021. We missed several opportunities to accommodate movie companies that have become a good source of revenue the last couple of years. Although we were expecting an increase in insurance premiums due to general price inflation, the flooding claim has likely caused a further increase in insurance costs. On the positive side, our gas bill was lower due to the fact that the boilers were not operational for the last months of winter. The flood will also likely have a positive effect on the gas bills going forward since we now have two new, more energy efficient boilers installed. There was an increase in the hydro bill due to the eclectic heaters that were in use, but the insurance covered this extra cost.

2. 2022 YEAR-END

In 2022, we received General Fund income of \$191,639 and expenses were \$161,812 leaving us with a surplus of \$29,827 for the year. Our long-term debt at the beginning of the year was \$33,979, leaving us with a total General Fund debt of \$4,152.

3. 2023 BUDGET

The proposed budget for 2023 includes an estimated income of \$206,550 and proposed expenses of \$207,487 and a projected deficit of \$937.

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4. OTHER INCOME

Donations to the deficit were \$10,307 in 2022.

Other income of \$23,996 from the year-end financial statement includes:

• Rental Income	\$13,784
• Government Grant	\$7,500
• Miscellaneous Income	\$2,712

5. LIABILITIES

St. Andrew's applied for and received \$40,000 in 2020 (and another \$20,000 in 2021) through the federal government pandemic business loan program (CEBA), as approved by the Council. Under the terms of the program, the church can repay any part of the loan before December 31<sup>st</sup>, 2023, interest free. If the church repays \$40,000 of the \$60,000 loan by that date, \$20,000 will be forgiven. After that date, the amount owing will convert to a regular loan. We have invested \$20,000 in a short term GIC at 5% interest and it will come due in time to pay towards the loan. We have budgeted in 2023 to have another \$20,000 available before December 31<sup>st</sup>, 2023 so we can repay \$40,000 by then.

6. MANSE FUND

The balance held in the Manse Fund resulted from the sale of the manse and the principal portion cannot be accessed without the Canadian Shield Regional Council's prior approval. The yearly interest payment is distributed to the general fund. The principal is invested in term deposits with the following rates and maturity dates.

Amount	Interest Rate	Maturity Date
25,000	2.50%	August 24, 2023
26,530	2.00%	August 8, 2024
25,000	0.90%	August 4, 2025
25,000	0.95%	August 8, 2026
26,909	3.50%	August 2, 2027
<hr/>		
\$ 128,439		

**ST. ANDREW'S UNITED CHURCH**  
**GENERAL FUND**  
FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2022

	2021 ACTUAL	2022 BUDGET	2022 ACTUAL
<b>INCOME</b>			
Offerings	143,872	175,000	155,818
Offerings for Deficit	100		10,307
Fund Raising Committee	0		0
Interest-Manse	1,942		1,518
Other	38,930	39,900	23,996
<b>TOTAL INCOME</b>	<b>184,844</b>	<b>214,900</b>	<b>191,639</b>
<b>EXPENSES</b>			
Salaries	88,633	85,732	62,720
Benefits and Pensions	9,623	7,449	3,868
Telephone	860	600	642
Car	1,200	1,200	1,200
Library and Education Allowance	614	1,358	553
Treasurer/Accountant	4,695	0	350
Janitorial/ Honoria/ Other	2,528	0	225
<b>TOTAL PERSONNEL</b>	<b>108,153</b>	<b>96,339</b>	<b>69,558</b>
Fuel	15,056	14,000	281
Utilities	5,061	6,000	10,835
Repairs	5,593	6,000	6,405
Insurance	15,844	22,244	21,686
Maintenance Contracts	3,100	0	5,639
Special Property Projects	0	0	0
Janitorial Supplies	472	1,000	947
Union Cemetery	0	200	400
<b>TOTAL PROPERTY</b>	<b>45,126</b>	<b>49,444</b>	<b>46,193</b>
Office, Postage	3,586	4,000	3,183
Regional Council Assessment	10,349	7,940	7,940
Pastoral Charge Supervisor	0	0	180
Computer upgrades	0	800	0
Office Equipment	2,751	2,200	2,640
Telephone/Internet	2,627	3,000	2,550
<b>TOTAL ADMINISTRATION</b>	<b>19,313</b>	<b>17,940</b>	<b>16,493</b>
Advertising	0	100	0
Worship Expenses (incl. pulpit supply)	990	4,500	3,168
Christian Development	51	2,000	23
<b>TOTAL WORSHIP/CHRISTIAN DEVELOPMENT</b>	<b>1,041</b>	<b>6,600</b>	<b>3,191</b>
<b>BROADVIEW</b>	<b>1,375</b>	<b>1,375</b>	<b>1,225</b>
<b>FINANCE</b>	<b>965</b>	<b>1,300</b>	<b>1,241</b>
<b>OUTREACH</b>	<b>0</b>	<b>100</b>	<b>0</b>
<b>PASTORAL CARE</b>	<b>0</b>	<b>200</b>	<b>37</b>
<b>CONGREGATIONAL LIFE</b>	<b>0</b>	<b>200</b>	<b>0</b>
<b>INCLUSIVITY</b>	<b>115</b>	<b>600</b>	<b>125</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>149</b>
<b>COVID-19 LOAN</b>	<b>0</b>	<b>20,000</b>	<b><sup>1</sup>20,000</b>
<b>TOTAL OTHER</b>	<b>6,055</b>	<b>27,875</b>	<b>26,377</b>
<b>TOTAL EXPENSES</b>	<b>179,688</b>	<b>198,198</b>	<b>161,812</b>
<b>SURPLUS (DEFICIT) FOR YEAR</b>	<b>5,156</b>		<b>29,827</b>
<b>SURPLUS (DEBT) - BEGINNING OF YEAR</b>	<b>(39,135)</b>		<b>(33,979)</b>
<b>GENERAL FUND - DECEMBER 31<sup>ST</sup></b>	<b>(33,979)</b>		<b>(4,152)</b>

Prepared by Pat Kirton-Bailey



<sup>1</sup>. Payment was transferred from General Fund to a GIC until December 2024.

**CAPITAL FUND**  
FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2022

	<b><u>2021</u></b>	<b><u>2022</u></b>
Balance - Beginning of Year	3,678	7,285
Plus: Transferred from Operating Fund	3,600	3,600
Interest	7	162
Less: Disbursements		
Transferred to Building Restoration Fund	0	0
<b>BALANCE - END OF YEAR</b>	<b><u>7,285</u></b>	<b><u>11,047</u></b>

**PLANNED GIFTS FUND**  
FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2022

	<b><u>2021</u></b>	<b><u>2022</u></b>
<b><u>PGF OUTREACH-WORSHIP-EDUCATION</u></b>		
Balance - Beginning of Year	32,456	32,554
Plus: Receipts	0	0
Interest	98	535
Less: Disbursements	0	0
<b>BALANCE - END OF YEAR</b>	<b><u>32,554</u></b>	<b><u>33,089</u></b>
<b><u>PGF BUILDING-CAPITAL</u></b>		
Balance - Beginning of Year	0	0
Plus: Receipts	0	0
Interest	0	0
Less: Disbursements	0	0
<b>BALANCE - END OF YEAR</b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>TOTAL PGF - END OF YEAR</b>	<b><u>32,554</u></b>	<b><u>33,089</u></b>

**BUILDING RESTORATION FUND**  
FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2022

	<b><u>2021</u></b>	<b><u>2022</u></b>
Balance - Beginning of Year	0	(17,496)
Plus: Transferred from other funds	0	0
Offerings	41,398	0
Other revenue	17,098	0
Less: Expenses	75,992	(1,923)
<b>BALANCE - END OF YEAR</b>	<b><u>(17,496)</u></b>	<b><u>(19,419)</u></b>

Prepared by Pat Kirton-Bailey





## LOAVES & FISHES

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2022

	<u>2021</u>	<u>2022</u>
Balance - Beginning of Year	58,762	70,538
Plus: Receipts	12,690	11,435
John Carl McIsaac Foundation Grant	20,000	20,000
Less: Disbursements	(20,914)	(33,352)
<b><u>BALANCE - END OF YEAR</u></b>	<b><u>70,538</u></b>	<b><u>68,621</u></b>

## CHOIR FUND

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2022

	<u>2021</u>	<u>2022</u>
Balance - Beginning of Year	39,040	<b>39,157</b>
Plus: Receipts	0	0
Interest	117	644
Less: Disbursements	0	(961)
<b><u>BALANCE - END OF YEAR</u></b>	<b><u>39,157</u></b>	<b><u>38,840</u></b>

## MISSION & SERVICE FUND

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2022

	<u>2021</u>	<u>2022</u>
Balance - Beginning of Year	<sup>1</sup> 7,663	<b>19,960</b>
Plus: Receipts	15,784	15,935
Less: Forwarded to United Church M & S	(3,487)	(42,433)
<b><u>BALANCE - END OF YEAR</u></b>	<b><sup>2</sup> 19,960</b>	<b><sup>3</sup> (6,538)</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.

<sup>3</sup>There was an oversight in remitting the last quarter of the Mission & Service Fund in 2022. It will be allocated to our 2023 contribution.



Prepared by Pat Kirton-Bailey

ST. ANDREW'S UNITED CHURCH  
**STATEMENT OF FINANCIAL POSITION**

AS AT DECEMBER 31<sup>ST</sup>, 2022  
(With comparative figures as at December 31, 2021)

	<u>2021</u>	<u>2022</u>
<u>ASSETS</u>		
Current		
Cash – General	\$ 82,994	\$ 88,164
Cash – Building	2,292	2,017
Loaves & Fishes	0	21,590
Investments	78,996	84,036
Investment CEBA (December 31, 2022)	<u>0</u>	<u>20,065</u>
	164,282	215,872
Long term		
Term Deposits - Manse	<u>127,919</u>	<u>128,440</u>
	<u>\$ 292,201</u>	<u>\$ 344,312</u>

<u>LIABILITIES</u>		
Current		
Accounts Payable	\$ 13,244	\$ 10,966
Funds Held in Trust	<u>109,695</u>	<u>107,461</u>
	122,939	118,427
Long Term		
CEBA (Federal Government Loan)	\$ 60,000	\$ 60,000
CEBA Repayment by December 31, 2023	<u>0</u>	<u>(20,000)</u>
	<u>182,939</u>	<u>158,427</u>

<u>EQUITY (DEFICIENCY)</u>		
General Fund	(33,979)	(4,251)
Manse Fund	127,919	128,440
Capital Fund	7,285	11,047
Planned Gifts Fund	32,554	33,089
Memorial Fund	15,982	17,560
Turkey Fund	<u>0</u>	<u>0</u>
	<u>149,761</u>	<u>185,885</u>
	<u>\$ 332,700</u>	<u>\$ 344,312</u>

Prepared by Pat Kirton-Bailey



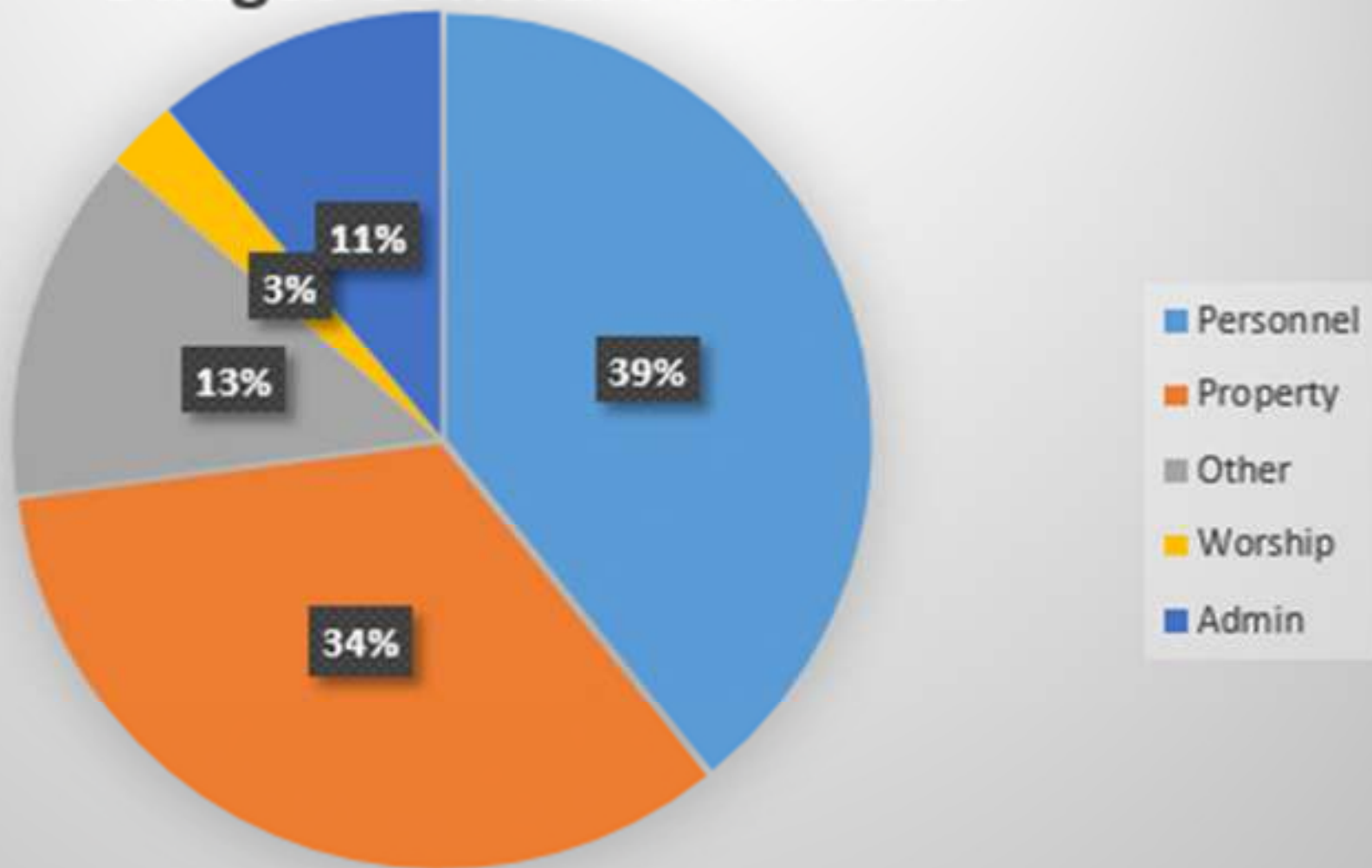
ST. ANDREW'S UNITED CHURCH  
OUR PRAYER OF COMMITMENT FOR 2023  
**OPERATING BUDGET – GENERAL FUND**

	2021 Actual	2022 Budget	2022 Actual	2023 Budget
<b>REVENUE</b>				
Offerings	143,872	175,000	155,818	167,000
Other Income	40,972	39,900	35,821	39,550
<b>TOTAL REVENUE</b>	<b>184,844</b>	<b>214,900</b>	<b>191,639</b>	<b>206,550</b>
<b>EXPENSES</b>				
Salaries	88,633	85,732	62,720	62,111
Benefits and Pensions	9,623	7,449	3,868	10,086
Telephone	860	600	642	100
Car Allowance	1,200	1,200	1,200	2,400
Continuing Education	614	1,358	553	515
Treasurer	4,695	0	350	0
Honoraria	2,528	0	225	6,251
<b>TOTAL PERSONNEL</b>	<b>119,054</b>	<b>96,339</b>	<b>69,558</b>	<b>81,463</b>
Fuel	15,056	14,000	281	16,000
Utilities	5,061	6,000	10,835	7,500
Repairs	5,593	6,000	6,405	4,000
Special Projects	0	0	0	500
Insurance	15,844	22,244	21,686	35,000
Maintenance Contracts	3,100	0	5,639	6,000
Supplies	472	1,000	947	600
Union Cemetery	0	200	400	200
<b>TOTAL PROPERTY</b>	<b>45,126</b>	<b>49,444</b>	<b>46,193</b>	<b>69,800</b>
Office, Postage	3,586	4,000	3,183	5,000
Regional Council Assessment	10,349	7,940	7,940	10,500
Pastoral Charge Supervisor	0	0	180	624
Office Equipment	2,751	2,200	2,640	3,000
Computer Upgrades	0	800	0	800
Telephone/Internet	2,627	3,000	2,550	3,000
<b>TOTAL ADMINISTRATION</b>	<b>19,313</b>	<b>17,940</b>	<b>16,493</b>	<b>22,924</b>
Advertising	0	100	0	0
Worship Expenses	0	500	172	500
Pulpit Supply	990	4,000	2,996	4,000
Christian Development	51	2,000	23	1,000
<b>TOTAL WORSHIP/ CHRISTIAN DEVELOPMENT</b>	<b>1,041</b>	<b>6,600</b>	<b>3,191</b>	<b>5,500</b>
<b>BROADVIEW</b>	<b>1,375</b>	<b>1,375</b>	<b>1,225</b>	<b>1,300</b>
<b>FINANCE</b>	<b>965</b>	<b>1,300</b>	<b>1,241</b>	<b>1,300</b>
<b>OUTREACH</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>100</b>
<b>PASTORAL CARE</b>	<b>0</b>	<b>200</b>	<b>37</b>	<b>200</b>
<b>CONGREGATIONAL LIFE</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>200</b>
<b>INCLUSIVITY</b>	<b>115</b>	<b>600</b>	<b>125</b>	<b>600</b>
<b>ALLOCATION FOR CAPITAL</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>	<b>3,600</b>
<b>CONTINGENCY FUNDS</b>	<b>0</b>	<b>500</b>	<b>149</b>	<b>500</b>
<b>COVID-19 LOAN</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>
<b>TOTAL EXPENSES</b>	<b>179,688</b>	<b>198,198</b>	<b>161,812</b>	<b>207,487</b>

Prepared by Pat Kirton-Bailey



## St. Andrew's Budget General Fund 2023



## 2023 PERSONNEL BUDGET

	2021	2022	2023
<b>INTENTIONAL INTERIM MINISTER <sup>1.</sup></b>			
Salary	44,172	24,162	0
Car Allowance	1,450	0	0
Continuing Education	1,200	560	0
Phone allowance	0	300	0
	46,822	25,022	
<b>DESIGNATED LAY MINISTER</b>			
Salary	16,505	0	0
Salary Upgrade	0	0	0
Car Allowance	0	0	0
Telephone Allowance	135	0	0
Continuing Education	0	0	0
	16,640	0	0
<b>FULL-TIME MINISTRY PERSONNEL <sup>2.</sup></b>			
Total Compensation	0	29,593	34,932
<b>ADDITIONAL STAFF</b>			
Pulpit supply <sup>3.</sup>	0	0	0
Church School Teacher	0	0	0
Church School Assistant	0	0	0
Loaves & Fishes Coordinator <sup>4.</sup>	3,760	0	0
	3,760	0	0
<b>OFFICE ADMINISTRATOR</b>	8,610	12,945	14,064
<b>BOOKKEEPER</b>	0	2,173	2,672
<b>JANITORIAL</b>	10,200	11,817	12,894
<b>MUSIC DIRECTOR</b>			
Salary	12,924	13,224	14,501
Travel Allowance	1,200	1,200	2,400
	32,934	41,359	46,531
<b>OTHER</b>			
Treasurer	4,695	0	0
Organist Supply	150	150	150
Courses, Gifts	600	0	0
Pulpit Supply	0	0	0
Payroll Costs	325		480
<b>TOTAL</b>	<b>105,926</b>	<b>96,124</b>	<b>82,093</b>

*Notes:*

1. The 2022 salary for the **Interim Minister** is for six months (January – June 2022).
2. The 2022 and 2023 salary for **full-time Ministry Personnel** is an estimated amount for 4 months (September-December).
3. **Pulpit Supply** for 2022 and 2023 has been included as part of the worship budget
4. Starting in 2022 the salary for the **Loaves & Fishes Coordinator** will be paid for from the Loaves & Fishes budget.

Prepared by Patricia Kirton-Bailey



## FINANCIAL REVIEW



# ACCOUNTON FULLERTON

A Division of 1347293 Ontario Limited

**April 04, 2023**

**St. Andrew's United Church**

**Dear Lori Fairburn and Members,**

I have reviewed the Financial Statements for St. Andrew's United Church for the year ending December 31, 2022 and changes in financial position from information provided by the members. I am not qualified to audit and did not audit, or otherwise attempt to verify the accuracy or completeness of the information given.

However, all government filings are complete and accurate. I have found the financials to be extensive and complete. You have very good board members and should be congratulated on the report.

Reminder that the CEBA loan must be paid by the end of the year, 40,000 pay back and the other 20,000 forgiven, must be added as income on the financial statements for 2023.

The bookkeeping is well organized, well done, very thorough. Congratulations to all involved.

**Thank you**



**Grant Fullerton**

810 Cassells Street, North Bay, Ontario. P1B 4A6 Phone: 705-472-0085 Fax: 705-472-4303