

St. Andrew's United Church 2024 Annual General Meeting

Held in the sanctuary
 Sunday April 7th, 2024 at 11:45 a.m.

- Welcome (11:45 a.m.)** Doug McCausland welcomed everyone and called the meeting to order.
- Attendance** There were 40 members and adherents from St. Andrew's attending this Annual General Meeting. There were several members who attended using *Zoom*.
- Chair/ Secretary** A motion to appoint a Chair and Secretary for this meeting was presented for a vote:
Motion 028/24
 William Downey/ Wanda Wallace moved that Doug McCausland act as Chair and Karen Gooch as Secretary for this Annual General Meeting. **Carried**
- Voting Procedure** The voting procedure was explained by Doug McCausland. 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. Those on *Zoom* will be requested to raise their hand. People were asked to use the mic to ask a question or make a comment.
- Opening Prayer/ In Memorium** Caitlin Smithers offered an opening prayer. Doug McCausland read the names from the 2023 Annual Report (pg. 28) who passed into spirit during 2023:

Bonnie Houston	George Cole
Shirley White	Bart Krouse
Gwen Simpson	Doug Wattie
Ed Roche	Alva (Toots) Walsh
Lois Carey	Gord Shankland
- Voting Privileges** Before the vote was held about voting privileges, there was a question about the definition of an adherent. Kathie Smith explained that an adherent is considered anyone who supports the ministry of St. Andrew's.
Motion 029/24
 Elizabeth Brownlee/ Lorie Fairburn moved that in accordance with *The Manual 2024* (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. **Carried**
- Agenda** **Motion 030/24**
 William Downey/ Kim Delarosbel moved that the agenda (as printed on page 9 in the 2023 Annual Report) be approved as the agenda for this meeting. **Carried**
- Minutes of Previous Congregational Meetings** **Motion 031/24**
 Karen Gooch/ Elizabeth Brownlee moved that the minutes from the 2023 Congregational Meeting on February 12th, 2023 (as found on pages 12-13 of the 2023 Annual Report) be approved as printed. **Carried**
Motion 032/24
 Karen Gooch/ Kim Delarosbel moved that the minutes from the Annual General Meeting held on April 16th, 2023 (as found on pages 14-22 of the 2023 Annual Report) be approved as printed. **Carried**

Motion 033/24

Karen Gooch/ John Wallace moved that the minutes from the Congregational Meeting held on August 13th, 2023 (as found on pages 23-26 of the 2023 Annual Report) be approved as printed.

Carried

New Business

Acceptance of
Committee Reports

Motion 034/24

Garth Goodhew/ Bill Ingwersen moved that the written reports of the committees with the exception of the Financial Reports be accepted for information.

Carried

2023 Financial
Report

Appendix I

The financial statements from December 31st, 2023 were presented for approval. (Appendix I or pg. 54-58 of the 2023 Annual Report).

- In 2023, we received General Fund income of \$239,496 and expenses were \$227,987 leaving us with a surplus of \$11,509 for the year.
- Our long-term debt at the beginning of the year was \$4,152, leaving us with a total General Fund surplus of \$7,357.
- Those in attendance were given a few minutes to review the reports and then the following motion was presented.

Motion 035/24

Lorie Fairburn/ Wanda Wallace moved that the December 31st, 2023 financial statement (as found on pages 54-58 of the 2023 Annual Report) be accepted as presented.

Carried

Budget

Appendix II

The proposed budget for 2024 was presented for approval. (Appendix II or pg. 59-61 of the 2023 Annual Report)

- It is projected that we will have revenue and expenses of \$241,666 for a balanced budget.
- Those in attendance were given a few minutes to review the budget and then the following motion was presented.

Motion 036/24

Lorie Fairburn/ William Downey moved that the 2024 budget (as found on pages 59-61 of the 2023 Annual Report) be approved as presented.

Carried

M&S Contribution
Goal

Total M&S contributions in 2023 were \$10,785. There was an overcontribution at the end of 2022 of \$6,538 due to an administrative error and so \$4,247 was forwarded to M&S in 2023.

Motion 037/24

Elizabeth Brownlee/ Kim Delarosbel moved that our Mission & Service objective for 2024 be \$12,000.00, as recommended by Council.

Carried

Slate of Officers

The proposed Slate of Officers for St. Andrew's for 2024-2025 was presented by the Nomination Committee for approval.

Elected Members of Council:

Chair (until 2025 AGM) Doug McCausland

Co-Vice Chair Kim Delarosbel

Co-Vice Chair Lorie Fairburn

Secretary	Karen Gooch
Treasurer	William Downey
Ministry & Personnel	Bill Ingwersen
Administration Liaison	Derek Stott
Facility Liaison	Bill Ingwersen
Finance Liaison	Lorie Fairburn
Living Mission Liaison	Derek Stott
Spiritual Life Liaison	Elizabeth Brownlee
Member-at-Large	Marg Fleming
Member-at-Large	Stephen Park
Regional Council	Karen Gooch
Regional Council	Kim Delarosbel

Current Trustees:

- Ed Mounce (March 8th, 2025) *Trustee Representative on Council
- Garth Goodhew (March 8th, 2025)
- John Wallace (November 26th, 2025)
- Kathie Smith (Ex Officio)

There was a clarification asked for about the Council Trustee Representative. This position is filled by someone appointed by the Trustees.

Doug McCausland asked for nominations from the floor and there were none. The following motion was presented for a vote.

Motion 038/24

Bill Ingwersen/ Bill Downey moved that the Slate of Officers for 2024-2025 be approved as presented. **Carried**

The following motions were presented for a vote of affirmation.

Motion 039/24

Kim Delarosbel/ Bill Downey moved that the members of the St. Andrew's Church Ministry & Personnel Committee for 2024-2025 are Bill Ingwersen (Chair), Dana Murphy and Lucien Masson. **Carried**

Motion 040/24

Elizabeth Brownlee/ Bill Downey moved that the Canadian Shield Regional Council Representatives for St. Andrew's Church for 2024-2025 will be Kim Delarosbel and Karen Gooch. **Carried**

As is our usual practice, the Council will be empowered to fill any Council vacancies that occur before the next AGM.

Motion 041/24

Bethany Brownlee/ Treanor Greer-Delarosbel moved that the Church Council have authority to fill Council vacancies during 2024-2025. **Carried**

A list of those who served as members of our committees and teams in 2023 can be found on pages 32-33 of the 2023 Annual Report. Thanks was offered for those who will not be carrying on with their roles in 2024.

Loaves & Fishes
Committee

Lorie Fairburn led off a discussion of the recommendation from the Council to establish a stand-alone Loaves & Fishes Committee. Currently, the food bank falls under the oversight of the Outreach Committee.

- The Loaves & Fishes Community Food Bank has grown by leaps and bounds in recent years and as a result, many issues have arisen. Currently, there are no formal processes in place to resolve them.
- Lorie, our paid Loaves & Fishes Manager along with the volunteers have been working hard to keep things running, but after a recent think tank, a proposal emerged to establish a committee to oversee operations. The Committee would also be responsible seeking out sources of funding, planning for a sustainable future and fostering partnerships with other organizations in North Bay. It was suggested that the Committee include a Chair and 3 or 4 people.
- There are many challenges to deal with in order to provide food for our clients that are not unique to our food bank. Due to our partnership with the Gathering Place, we can offer some fresh food due to their food rescue program. But the Gathering Place has not been meeting their fundraising goals and they have had to cut back and so will be providing fewer meals each week. Some of their clients are also served by Loaves & Fishes so we need think about how to be prepared if we see increased demand for our help.
- There are no simple solutions. There are 16 food banks in North Bay (including some run by other churches) and we don't want to step on anyone's toes. There is a lot of admiration for what Loaves & Fishes is doing but, we also want to balance this very important work of our church with the other aspects of St. Andrew's mission.

Motion 042/24

Garth Goodhew/Derek Stott moved that the Constitution of St. Andrew's United Church be amended in order to establish a separate Loaves & Fishes Committee within the Living Mission Team of Council. The purpose of this committee will be to oversee all aspects of the Loaves & Fishes Community Food Bank, including identifying funding sources and applying to those sources for funding.

Carried

North Bay United Churches Work Group

Bill Ingwersen spoke about the North Bay United Churches Work Group. Representatives from all the United Churches in North Bay began meeting before COVID-19 to discuss the future of the United Church in the city. The talks were put on hold due to pandemic restrictions but the group has held regular meetings since last year. Bill and Doug McCausland have been representing St. Andrew's. The goals of this initiative include getting to know one another better, sharing ideas about how our congregations can work together and access where the United Church in North Bay is heading. Last year, we began a tradition of holding joint services on the 5th Sunday of the month (whenever this happens). Plans are in place to continue this. Recently, there have been discussion about how we can better coordinate our food bank activities and other community focused work.

Courtesies

Doug McCausland offered thanks to the many people who have worked well together despite our differences. All of this work is reflected in our Annual Report that was assembled by Karen Gooch. Special thanks to our hard-working staff – Caitlin Smithers, Ralph Johnston, Janet Ross, Lorie Fairburn and our cleaners Kelly Jackson and Amanda Lalonde. Thanks was also offered to Bill Ingwersen and the Nominating Committee and all those who stepped up to be part of the Council.

Held in the sanctuary

Sunday April 7th at 11:45 a.m.

Finally, thanks was given to Elizabeth Brownle and Willa Gallant for preparing lunch for those who attended this Annual meeting.

Other Business

None

Adjournment

Kathie Smith offered some closing thoughts. She thanked Garth Goodhew, Pat Kirton-Bailey, Donna Landry, Kim Robinson Nelles and Howard Wurster who are leaving Council and she welcomed the new Council members and those who are taking on new roles. Kathie added that it is a pleasure to serve St. Andrew's as our Pastoral Charge supervisor. She ended the meeting with a prayer. The meeting adjourned at 1:00 p.m.

Next Council Meeting

Council meetings are held the 3rd Wednesday of the month at 7:00 p.m. in the Lois E. Carey Parlour.

Chairperson, Doug McCausland

Secretary, Karen Gooch

Appendix I

ST ANDREW'S UNITED CHURCH
INCOME STATEMENT – GENERAL FUND
FOR THE YEAR ENDING DECEMBER 31ST, 2023

	2022	2023	2023
	ACTUAL	BUDGET	ACTUAL
INCOME			
Offerings	155,818	167,000	179,212
Offerings for Deficit	10,307		
Fund Raising Committee	0		2,750
Interest-Manse	1,518		2,029
Other	23,996	39,550	² 55,505
TOTAL INCOME	191,639	206,550	239,496
EXPENSES			
			² Includes \$20,000 CEBA grant
Salaries	62,720	62,111	55,788
Benefits and Pensions	3,868	10,086	7,444
Telephone	642	100	300
Car	1,200	2,400	2,103
Library and Education Allowance	553	515	2,588
Treasurer/Accountant	350	0	0
Janitorial/ Honoria/ Other	225	6,251	3,177
TOTAL PERSONNEL	69,558	81,463	71,401
Fuel	281	16,000	21,676
Utilities	10,835	7,500	6,289
Repairs	6,405	4,000	11,733
Insurance	21,686	35,000	27,675
Maintenance Contracts	5,639	6,000	5,109
Special Property Projects	0	500	13,803
Janitorial Supplies	947	600	1,065
Union Cemetery	400	200	0
TOTAL PROPERTY	46,193	69,800	87,350
Office, Postage	3,183	5,000	4,544
Regional Council Assessment	7,940	10,500	9,413
Pastoral Charge Supervisor	180	624	360
Computer upgrades	0	3,000	0
Office Equipment Leases	2,640	800	2,580
Telephone/Internet	2,550	3,000	2,759
TOTAL ADMINISTRATION	16,493	22,924	19,656
Advertising	0	0	0
Worship Expenses (incl. pulpit supply)	3,168	4,500	2,814
Christian Development	23	1,000	0
TOTAL WORSHIP/CHRISTIAN	3,191	5,500	2,814
BROADVIEW	1,225	1,300	1,175
FINANCE	1,241	1,300	1,391
OUTREACH	0	100	330
PASTORAL CARE	37	200	0
CONGREGATIONAL LIFE	0	200	0
INCLUSIVITY	125	600	102
ALLOCATION FOR CAPITAL	3,600	3,600	3,600
CONTINGENCY FUNDS	149	500	168
COVID-19 LOAN	¹ 20,000	20,000	40,000
TOTAL OTHER	26,377	27,800	46,766
TOTAL EXPENSES	161,812	207,487	227,987
SURPLUS (DEFICIT) FOR YEAR	29,827		11,509
SURPLUS (DEBT) - BEGINNING OF YEAR	(33,979)		(4,152)
GENERAL FUND - DECEMBER 31ST	(4,152)		7,357

Prepared by Patricia Kirton-Bailey ¹ Payment was transferred from General Fund to a GIC until December 2024.



OTHER GENERAL FUND REVENUE
 FOR THE YEAR ENDING DECEMBER 31ST, 2023

	<u>2022</u>	<u>2023</u>
Rent	13,784	25,261
CEBA Loan Grant	0	20,000
GIC Interest	0	1,042
Ontario Government Grant	7,500	7,500
Congregational Life	0	1,241
Worship	0	160
Miscellaneous	2,712	301
TOTAL - END OF YEAR	23,996	55,505

SUNCOR ENERGY STOCK
 FOR THE YEAR ENDING DECEMBER 31ST, 2023

	<u>2022</u>	<u>2023</u>
Value - Beginning of Year	0	0
Plus: Stock Donation (May 3, 2023)	0	896
Annual Gain	0	80
VALUE - END OF YEAR	0	976

THE 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 which was \$2,029 for 2023. The principal is invested in term deposits with the following rates and maturity dates.

Amount	Interest Rate	Maturity Date
25,000	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
25,000	3.95%	August 24, 2028

\$ 126,909



CAPITAL FUND
 FOR THE YEAR ENDING DECEMBER 31ST, 2023

	<u>2022</u>	<u>2023</u>
Balance - Beginning of Year	7,285	11,047
Plus: Transferred from Operating Fund	3,600	3,600
Interest	162	566
Less: Disbursements		
Transferred to Building Restoration Fund	0	0
BALANCE - END OF YEAR	11,047	15,213

PLANNED GIFTS FUND
 FOR THE YEAR ENDING DECEMBER 31ST, 2023

	<u>2022</u>	<u>2023</u>
<u>PGF OUTREACH-WORSHIP-EDUCATION</u>		
Balance - Beginning of Year	32,554	33,089
Plus: Receipts	0	0
Interest	535	1,855
Less: Disbursements	0	0
BALANCE - END OF YEAR	33,089	33,944
<u>PGF BUILDING-CAPITAL</u>		
Balance - Beginning of Year	0	0
Plus: Receipts	0	0
Interest	0	0
Less: Disbursements	0	0
BALANCE - END OF YEAR	0	0
TOTAL PGF - END OF YEAR	33,089	33,944

BUILDING RESTORATION FUND
 FOR THE YEAR ENDING DECEMBER 31ST, 2023

	<u>2022</u>	<u>2023</u>
Balance - Beginning of Year	(17,496)	(19,419)
Plus: Transferred from other funds	0	0
Offerings	0	1,010
Other revenue	0	0
Less: Expenses	(1,923)	0
BALANCE - END OF YEAR	(19,419)	(18,409)

Appendix II

**ST. ANDREW'S UNITED CHURCH
 OUR PRAYER OF COMMITMENT FOR 2024
OPERATING BUDGET – GENERAL FUND**

	2022 Actual	2023 Budget	2023 Actual	2024 Budget
REVENUE				
Offerings	155,818	167,000	179,212	185,366
Other Income	35,821	39,550	60,284	50,300
TOTAL REVENUE	191,639	206,550	239,496	241,666
EXPENSES				
Salaries	62,720	62,111	55,788	117,355
Benefits and Pensions	3,868	10,086	7,445	6,352
Telephone	642	100	300	900
Car Allowance	1,200	2,400	2,103	3,600
Continuing Education	553	515	2,588	2,500
Treasurer	350	0	0	0
Honoraria	225	6,251	3,177	0
TOTAL PERSONNEL	69,558	81,463	71,401	130,706
Fuel	281	16,000	21,676	22,000.00
Utilities	10,835	7,500	6,289	6,500.00
Repairs	6,405	4,000	11,733	13,500
Special Projects	0	500	13,803	4,500
Insurance	21,686	35,000	27,675	19,000
Maintenance Contracts	5,639	6,000	5,109	0
Supplies	947	600	1,065	3,000
Union Cemetery	400	200	0	0
TOTAL PROPERTY	46,193	69,800	87,350	68,500
Office, Postage	3,183	5,000	4,544	5,900
Regional Council Assessment	7,940	10,500	9,413	10,000
Pastoral Charge Supervisor	180	624	360	360
Office Equipment	2,640	3,000	0	4,400
Computer Upgrades	0	800	2,580	1,600
Telephone/Internet	2,550	3,000	2,759	3,000
TOTAL ADMINISTRATION	16,493	22,924	19,656	25,260
Worship Expenses	172	500	726	1,500
Pulpit Supply	2,996	4,000	2,088	1,000
Christian Development	23	1,000	0	3,000
TOTAL WORSHIP/ CHRISTIAN DEVELOPMENT	3,191	5,500	2,814	5,500
BROADVIEW	1,225	1,300	1,175	1,300
FINANCE	1,241	1,300	1,391	1,800
OUTREACH	0	100	330	400
PASTORAL CARE	37	200	0	1,000
CONGREGATIONAL LIFE	0	200	0	0
INCLUSIVITY	125	600	102	600
ALLOCATION FOR CAPITAL	3,600	3,600	3,600	3,600
CONTINGENCY FUNDS	149	500	168	3,000
COVID-19 LOAN	20,000	20,000	40,000	
TOTAL EXPENSES	161,812	207,487	227,987	241,666

