

**St. Andrew's Council Meeting**  
Lois E. Carey Parlour  
Wednesday February 19<sup>th</sup>, 2025 at 6:30 p.m.

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<b>Welcome and Opening (6:35 p.m.)</b>	Doug McCausland welcomed everyone to the meeting.
<b>Attendance</b>	Lorie Fairburn, Marg Fleming, Karen Gooch (Secretary), Doug McCausland (Chair), Ed Mounce, Kathie Smith (Pastoral Charge Supervisor), Caitlin Smithers (Minister), Derek Stott (8)
	Guests Diane Matheson-Jimenez, CSRC Minister, Community of Faith Support
	Regrets Elizabeth Brownlee, Kim Delarosbel, Bill Holmes, Bill Ingwersen, Stephen Park
<b>Land Acknowledgement</b>	Doug McCausland acknowledged that we meet on Indigenous land and offered thanks for the gifts of the people from the Nipissing First Nation as we work together towards reconciliation.
<b>Touchstones/ Opening</b>	Doug McCausland read our Council Touchstones aloud. Bill Ingwersen offered a prayer to open the meeting.
<b>Visioning</b>	<p>Diane Matheson-Jimenez began with a reading from Matthew 18:15-20. She then spoke about the fact that sometimes we do need to have hard conversations and offered ideas about how to approach difficult situations. We should be aware that there are no blanket solutions.</p> <ul style="list-style-type: none"> <li>• Having a personal conversation is the often starting point and it may be a good to involve a neutral person. Often these deeply personal conversations can become emotional or polarized and this can be especially hard in a church environment. Power differentials, manipulation, minimalizing someone's voice or use of authority can all lead to a breakdown in communication.</li> <li>• We need to be reminded that we need empathy and that God loves us. Keeping the conversation going is important. Perhaps other people need to be involved.</li> <li>• Conflict can be resolved by addressing the underlying problem rather than focusing on the personalities involved. We should remember that people are who they are and this cannot be changed. Trying to avoid conflict may lead to an escalation of the situation.</li> <li>• We can find a way through conflict by not looking at either or solutions but rather considering both and. In order to avoid polarization, we need to get away from the idea that one person is right and the other is wrong. Both and thinking can lead to finding common ground.</li> <li>• Diane walked us through an exercise to illustrate a way of working through a disagreement. She proposed we consider hypothetically whether St. Andrew's should continue renting space to movie production companies and divided us into two groups to look at the strengths and weaknesses of such rentals. Those opposed were asked to list the positive reasons for such rentals and those in favour were asked to list the drawbacks. And then each group was asked to look at the opposite position. This exercise can help to create clear picture of a situation for all involved.</li> </ul>

- If a communications breakdown occurs, a pause may be required before trying again. In order to find solutions, there has to be willingness to engage in conversation and to be vulnerable. This requires trust on both sides. Practice of this technique is needed to help build the skill necessary to work through conflict. This will be part of our continuing work over the next few meetings. A goal of this work is to try and make the other person feel heard and to work towards understanding the other side of the conflict. It is also important to be open about the process.

## Agenda

### **Motion 007/25**

Derek Stott/ Lorie Fairburn moved that the agenda be accepted with the addition of one item - an update on finding members for a Search Committee. **Carried**

## Minutes of Previous Meetings

### **Motion 008/25**

Karen Gooch/ Lorie Fairburn moved that the minutes from January 15<sup>th</sup>, 2024 be accepted as circulated. **Carried**

## Correspondence

A letter dated November 27<sup>th</sup>, 2024 was received from Melissa Bowie, the Administrator RPN at Marina Point Village. Following an annual review of their emergency and disaster plan, Marina Point is requesting confirmation of St. Andrew's continued willingness to provide a place to temporarily relocate residents in the event that an evacuation of their facility is required. We have done this for a number of years and Council members agreed that we should continue to do so. Doug McCausland and Stuart Bailey have agreed to be the contact people for Marina Point if the need for relocation arises.

### **Motion 009/25**

Derek Stott/ Marg Fleming moved that St. Andrew's Council approve the request from Marina Point Village to provide a place to temporarily relocate residents of their facility in the event of an emergency. **Carried**

## Business Arising

- Email Polls
- At the January 15<sup>th</sup>, 2025 Church Council meeting, we were advised that the United Church had mandated a 3% cost-of-living increase for Ministry Personnel (which applies to Caitlin Smithers) effective January 1<sup>st</sup>, 2025. M&P Chair Bill Holmes recommended that it was appropriate that our Music Director Ralph Johnson also be recognized as well, as was the case last January when the Council approved the same for both staff. This would also keep Ralph in line with similar increases the part-time staff and cleaning contractors received. The part-time staff benefited from the increase in Ontario's minimum wage increase in October 2024 of 3.9% and a projected increase of 3.6% this October. The 3% increases for both Caitlin and Ralph are included in the 2025 fiscal budget. The following motion was approved by an email poll sent to all Council members on January 16<sup>th</sup>, 2025 due to the fact that our Pastoral Charge Supervisor was not in attendance at the January Council meeting.

### **Motion 005/25**

Bill Holmes/Karen Gooch moved that Ralph Johnson receive a 3% cost of living salary increase effective January 1<sup>st</sup>, 2025. **Carried**

- After consultation with our Pastoral Charge Supervisor, the following email poll to approve March 2<sup>nd</sup>, 2025 as the date of the AGM was circulated on February 6<sup>th</sup>, 2025.

**Motion 006/25**

Karen Gooch/Derek Stott move that the 2025 Annual General Meeting of St. Andrew's United Church be held on Sunday March 2<sup>nd</sup>, 2025 after Sunday worship.

**Carried**

**New Business**

Financial Report **Appendix I, II, III**

The following financial information was offered.

- Treasurer – To date, no one has expressed an interest in being our Treasurer. Karen Gooch has been working to compile the 2024 year-end financial statements and she has agreed to be named Acting Treasurer. The 2024 tax receipts will be signed by Karen and she will ensure that all CRA reports are filed for 2024.

**Motion 010/25**

Lorie Fairburn/ Derek Stott moved that St. Andrew's Council approve Karen Gooch as the Acting Treasurer, effective immediately.

**Carried**

- Year-end Statement – A year-end statement for 2024 (Appendix I) was presented showing revenue of \$253,408 and expenses of \$22,0876 for a surplus of \$32,532. However, there were several one-time sources of revenue including a \$15,000 bequest, a grant to offset Caitlin Smithers moving expenses and HST rebates from 2023 (related to basement flood expenses), accounting for most of this surplus. Accountant Grant Fullerton will review this statement before it is presented to the congregation for approval at the AGM.

**Motion 011/25**

Karen Gooch/ Lorie Fairburn moved that St. Andrew's Council approve the December 31<sup>st</sup>, 2024 statement as presented.

**Carried**

- 2025 Budget – The operating budget for 2025 (Appendix II) was presented with projected revenue and expenses of \$248,493. This budget was created after consultation with the Council and the Finance Team and will be presented for approval by the congregation at the AGM.

**Motion 012/25**

Karen Gooch/ Lorie Fairburn moved that St. Andrew's Council approve the 2025 operating budget as presented.

**Carried**

- Month-end Statement – The month-end statement for January 31<sup>st</sup>, 2025 (Appendix III) was presented showing general fund revenue of \$17,681 with expenses of \$24,318 for a deficit of \$6,638. The deficit at the end of January 2024 was \$7,124. January offerings for 2025 were approximately \$4,000 higher than last year.

**Motion 013/25**

Karen Gooch/ Lorie Fairburn moved that St. Andrew's Council approve the January 31<sup>st</sup>, 2024 financial statement as presented.

**Carried**

Liaisons **Appendix IV, V**

All written committee reports were emailed to Council members ahead of this meeting for review.

Administration – There was no Administration report. The possibility of doing a review of the building use rental rates was discussed.

Facility – There was a discussion about snow removal at the church. Unfortunately, it is not always being done in a timely manner. This has led to several issues, including a delay in getting mail from Canada Post and congregation members shoveling on Sunday morning. Since one of our current cleaners has left, Council will ask the M&P Committee to look into whether we need more regular custodial support which may include shoveling as part of the job description.

Spiritual Life – Elizabeth Brownlee provided a written report (Appendix IV) with details about the activities of the Worship, Congregational Life/Fundraising and Pastoral Care Teams.

Living Our Mission – The following was offered:

- Lorie Fairburn provided a written Loaves & Fishes report for January 2025 (Appendix V) for Council members to review. Lorie added the following comments:
  - It is unclear why the number of clients is down from last January however the bad weather could be a factor.
  - Currently, this is a shortage of food bank volunteers.
  - In the coming weeks, data will be collected from clients (with permission) to help provide better service. This will include things such as age and source of income.

M&P Committee No report

Minister's Report **Appendix VI**  
Caitlin Smithers provided a written report outlining her activities for December 2024 (Appendix VI) for members to review. Caitlin has been busy the past few weeks preparing for interviews in order to gain approval for ordination.

AGM Agenda The agenda for the AGM on March 2<sup>nd</sup> was discussed. Aside from the routine motions outlined in the Annual Report it was agreed that the following items will be added to the agenda:

- Diane Matheson-Jimenez has agreed to speak to the congregation about her visioning work with the Council at the beginning of the meeting.
- Derek Stott will introduce a motion to update our governance document to include a description of the Loaves & Fishes Committee that was approved by the congregation at last year's AGM.
- Derek Stott and Karen Gooch will conduct a test to ensure that people will be able to attend the meeting by *Zoom*. Last year, there was an issue with *Zoom* attendees being able to hear during the meeting

Search Committee Several people have been approached about being part of the Search Committee to review an appointment for Caitlin Smithers following her ordination. We still need one or two more people. The Committee will be approved at the next Council meeting. They will need to meet 2 or 3 times with the Liaison appointed by the Regional Council. They will provide a recommendation to bring to the congregation at a meeting scheduled for Sunday May 4<sup>th</sup>, 2024 after worship.

## Other Business

Next Meeting It was agreed by consensus that our next meeting will start at 6:45 p.m.

**Round Table**

Members of Council were invited to speak about anything they would like.

- One member remarked that we should be encouraging discussion about the future of our congregation and the future of the United Church in North Bay. People are working hard and there are signs of flourishing but how do we sustain this?
- Kathie Smith said thank you for the cards and expressions of sympathy when she recently dealt with a family death.
- Lorie Fairburn invited people to support the United Church team that is walking in the Coldest Night of the Year event in support of the Gathering Place and invited Council members to sign the team banner. She reminded us that feeding hungry people improves opportunity.

**Adjournment**

Kathie Smith offered a closing prayer before the meeting adjourned at 9:10 p.m.

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Next Council Meeting

Wednesday February 19<sup>th</sup>, 2024 at 6:30 p.m. Lois E. Carey Parlour

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Chairperson, Doug McCausland

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Secretary, Karen Gooch

**Appendix I**

**St. Andrew's United Church General Fund  
 Year Ending December 31<sup>st</sup>, 2024**

	2023 Actual	2024 Budget	2024 Actual
<b>Income</b>			
Offerings	179,212	185,366	180,315
Bequest			15,000
Fund Raising Committee	2,750		3,150
Interest-Manse	2,029		2,392
Other	<sup>1.</sup> 55,505	50,300	52,551
<b>Total Income</b>	<b>239,496</b>	<b>235,666</b>	<b>253,408</b>
	<sup>1.</sup> Includes \$20,000 CEBA grant		
<b>Expenses</b>			
Salaries	55,788	117,355	105,612
Benefits and Pensions	7,444	6,352	18,772
Telephone	300	900	900
Car	2,103	3,600	2,400
Library and Education Allowance	2,588	2,500	2,543
Honoria/ Other	3,177	0	1,325
<b>Total Personnel</b>	<b>71,400</b>	<b>130,707</b>	<b>131,552</b>
Fuel	21,676	22,000	14,946
Utilities	6,289	6,500	6,583
Repairs	11,733	13,500	13,448
Insurance	27,675	19,000	17,746
Maintenance Contracts	5,109	0	5,862
Special Property Projects	13,803	4,500	686
Janitorial Supplies	1,065	3,000	2,491
Union Cemetery	0	0	0
<b>Total Property</b>	<b>87,350</b>	<b>68,500</b>	<b>61,762</b>
Office, Postage	4,545	5,900	5,325
Regional Council Assessment	9,413	10,000	6,773
Pastoral Charge Supervisor	360	360	360
Computer upgrades	0	1,600	0
Office Equipment Leases	2,580	4,400	2,827
Telephone/Internet	2,759	3,000	2,817
<b>Total Administration</b>	<b>19,657</b>	<b>25,260</b>	<b>18,102</b>
Worship Expenses	0	1,500	806
Pulpit Supply	2,814	1,000	741
Christian Development	0	3,000	206
<b>Total Worship/Christian Development</b>	<b>2,814</b>	<b>5,500</b>	<b>1,753</b>
Broadview	1,175	1,300	1,410
Finance	1,391	1,800	1,368
Outreach	330	400	67
Pastoral Care	0	1,000	266
Congregational Life	0	0	896
Inclusivity	102	600	100
Allocation for Capital	3,600	3,600	3,600
Contingency Funds	168	3,000	0
COVID-19 Loan	40,000	0	0
<b>Total other</b>	<b>46,766</b>	<b>11,700</b>	<b>7,707</b>
<b>Total Expenses</b>	<b>227,987</b>	<b>241,667</b>	<b>220,876</b>

General Fund at End of Year

Surplus (Deficit) for Year	11,509	32,532
Surplus (Debt) - Beginning of Year	-4,152	7,357
<b>General Fund - December 31<sup>st</sup></b>	<b>7,357</b>	<b>39,889</b>

OTHER GENERAL FUND REVENUE

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2024

	<u>2023</u>	<u>2024</u>
HST Rebates (including from 2023)	0	19,661
Rent	25,261	18,763
Congregational Life	1,241	4,230
Insurance Overpayment Refund	0	3,675
Minister Travel Grant	0	2,827
Inclusivity Committee	0	710
Worship	160	247
CEBA Loan Grant/ GIC Interest	21,042	0
Ontario Government Grant	7,500	0
Miscellaneous	301	2,438
<b>TOTAL - END OF YEAR</b>	<b>55,505</b>	<b>52,551</b>

SUNCOR ENERGY STOCK

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2024

	<u>2023</u>	<u>2024</u>
Value - Beginning of Year	0	976
Plus: Stock Donation (May 3, 2023)	896	0
Annual Gain	80	922
<b>VALUE - END OF YEAR</b>	<b>976</b>	<b>1,898</b>

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 \$2,392 for 2024. The principal is invested in term deposits with the following interest rates and maturity dates.

	Interest	
Amount	Rate	Maturity Date
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
27,602	4.00%	August 8, 2029

\$ 129,511

CAPITAL FUND  
 FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2024

	<b>2023</b>	<b>2024</b>
Balance - Beginning of Year	11,047	15,213
Plus: Transferred from Operating Fund	3,600	3,600
Interest	566	709
Less: Disbursements	0	0
Transferred Out	0	0
<b>BALANCE - END OF YEAR</b>	<b>15,213</b>	<b>19,522</b>

PLANNED GIFTS FUND  
 FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2024

	<b>2023</b>	<b>2024</b>
<b><u>PGF OUTREACH-WORSHIP-EDUCATION</u></b>		
Balance - Beginning of Year	33,089	35,098
Plus: Receipts	0	0
Interest	2,009	1,500
Less: Disbursements	0	0
<b>BALANCE - END OF YEAR</b>	<b>35,098</b>	<b>36,598</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>0</b>	<b>0</b>
<b>TOTAL PGF - END OF YEAR</b>	<b>35,098</b>	<b>36,598</b>

BUILDING RESTORATION FUND  
 FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2024

	<b>2023</b>	<b>2024</b>
Balance - Beginning of Year	(19,419)	(18,409)
Plus: Transferred from other funds	0	0
Offerings	1,010	0
Other revenue	0	0
Less: Expenses	0	0
<b>BALANCE - END OF YEAR</b>	<b>(18,409)</b>	<b>(18,409)</b>

LOAVES & FISHES

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2024

	<u>2023</u>	<u>2024</u>
Balance - Beginning of Year	68,621	26,085
Plus: Receipts (Cash Donations)	12,070	16,727
John Carl MacIsaac Foundation Grant	20,000	25,000
Less: Disbursements	(54,626)	(44,782)
<b>BALANCE - END OF YEAR</b>	<b>26,085</b>	<b>23,030</b>

CHOIR FUND

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2024

	<u>2023</u>	<u>2024</u>
Balance - Beginning of Year	38,840	41,198
Plus: Receipts	0	670
Interest	2,358	1,761
Less: Disbursements	0	0
<b>BALANCE - END OF YEAR</b>	<b>41,198</b>	<b>43,629</b>

MISSION & SERVICE FUND

FOR THE YEAR ENDING DECEMBER 31<sup>ST</sup>, 2024

	<u>2023</u>	<u>2024</u>
Balance - Beginning of Year	<sup>1</sup> (6,538)	0
Plus: Receipts	10,785	16,560
Less: Forwarded to United Church M & S	(4,247)	(16,560)
<b>BALANCE - END OF YEAR</b>	<b>0</b>	<b>0</b>

<sup>1</sup>There was an oversight in remitting the last quarter of the Mission & Service Fund in 2022. This was allocated to our 2023 contribution.

**Appendix II**

**St. Andrew's United Church  
 2025 Operating Budget – General Fund**

	2023 Actual	2024 Budget	2024 Actual	2025 Budget
<b>Revenue</b>				
Offerings	179,212	185,366	195,315	192,743
Other Income	60,284	56,300	58,093	55,600
<b>Total Revenue</b>	<b>239,496</b>	<b>241,666</b>	<b>253,408</b>	<b>248,343</b>
<b>Expenses</b>				
Salaries	55,788	117,355	105,612	121,298
Benefits and Pensions	7,445	6,351	18,772	7,606
Telephone	300	900	900	900
Car Allowance	2,103	3,600	2,400	3,600
Continuing Education	2,588	2,500	2,543	2,500
Honoria/ Other	3,177	0	1,325	9,129
<b>Total Personnel</b>	<b>71,401</b>	<b>130,706</b>	<b>131,552</b>	<b>145,033</b>
Fuel	21,676	22,000	14,946	22,000
Utilities	6,289	6,500	6,583	6,500
Repairs	11,733	13,500	13,448	12,000
Insurance	27,675	19,000	17,746	19,000
Maintenance/ Security Contracts	5,109	0	5,862	4,500
Special Projects	13,803	4,500	686	0
Supplies	1,065	3,000	2,491	3,000
<b>Total Property</b>	<b>87,350</b>	<b>68,500</b>	<b>61,762</b>	<b>67,000</b>
Office, Postage	4,544	5,900	5,325	6,200
Regional Council Assessment	9,413	10,000	6,773	8,750
Pastoral Charge Supervisor	360	360	360	360
Office Equipment	0	4,400	0	3,000
Computer Upgrades	2,580	1,600	2,827	500
Telephone/Internet	2,759	3,000	2,817	3,000
<b>Total Administration</b>	<b>19,656</b>	<b>25,260</b>	<b>18,102</b>	<b>21,810</b>
Worship Expenses	726	1,500	806	1,500
Pulpit Supply	2,088	1,000	741	1,200
Christian Development	0	3,000	206	2,100
<b>Total Worship/ Christian Development</b>	<b>2,814</b>	<b>5,500</b>	<b>1,753</b>	<b>4,800</b>
Broadview	1,175	1,300	1,410	1,500
Finance	1,391	1,800	1,368	2,200
Outreach	330	400	67	400
Pastoral Care	0	1,000	266	1,000
Congregational Life	0	0	896	0
Inclusivity	102	600	100	1,000
Allocation for Capital	3,600	3,600	3,600	3,600
Contingency Funds	168	3,000	0	0
COVID-19 Loan	40,000		0	0
<b>Total Expenses</b>	<b>227,987</b>	<b>241,666</b>	<b>220,876</b>	<b>248,343</b>

**Appendix III**

**St. Andrew's United Church  
 Financial Comparative Statement January 2025**

	Actual 2024/01/01 to 2024/01/31	Actual 2025/01/01 to 2025/01/31	Budget 2025 to date	% of Budget
<b>REVENUE</b>				
<b>General Fund Revenue</b>				
Offerings - General Fund	\$9,212.34	\$13,132.70		
Offerings - Envelopes	\$22.05	\$28.00		
Offerings - Broadview	\$75.00	\$150.00		
Offerings - Church School	\$0.00	\$30.00		
Offerings - Renovations	\$20.00	\$0.00		
Other Revenue	\$0.00	\$0.00		
Total Offerings	\$9,329.39	\$13,340.70	\$14,824.42	7.5%
Manse Interest	\$0.00	\$0.00		
Fund Raising Comm Revenue	\$0.00	\$0.00		
Rent for Use of Church	\$770.00	\$4,190.00		
Christian Dev. Income	\$0.00	\$0.00		
Congregational Life Income	\$0.00	\$0.00		
Worship Income	\$0.00	\$150.00		
Misc. Income	\$0.00	\$0.00		
Can. Helps-Gen Fund	\$0.00	\$0.00		
Other Revenue	\$0.00	\$0.00		
Total Other Revenue	\$770.00	\$4,340.00	\$5,883.33	6.1%
<b>Total General Fund Revenue</b>	<b>\$10,099.39</b>	<b>\$17,680.70</b>	<b>\$14,824.42</b>	<b>7.1%</b>
<b>EXPENSES</b>				
<b>PERSONNEL</b>				
Salaries	\$8,329.53	\$10,081.79	\$10,081.79	8.3%
Vehicle Allowance	\$200.00	\$200.00	\$300.00	5.6%
Telephone Allowance	\$75.00	\$75.00	\$75.00	8.3%
Book/Educ Allowance	\$211.92	\$211.92	\$208.33	8.5%
Benefits/Pensions	\$980.68	\$923.33	\$633.81	12.1%
Other Personnel Expenses	\$0.00	\$0.00	\$773.25	0.0%
<b>Total Personnel Expenses</b>	<b>\$9,797.13</b>	<b>\$11,492.04</b>	<b>\$12,072.19</b>	<b>7.9%</b>
<b>PROPERTY</b>				
Heating Fuel	\$2,626.39	\$335.58	\$1,833.33	1.5%
Utilities	\$672.92	\$636.59	\$541.67	9.8%
Maintenance/ Security Contracts	\$299.38	\$112.56	\$375.00	2.5%
Repairs & Maintenance	\$54.36	\$140.00	\$1,000.00	1.2%
Property Supplies	\$315.54	\$0.00	\$250.00	0.0%
Insurance	\$1,462.56	\$1,591.98	\$1,583.33	8.4%
Special property purchases	\$613.25	\$9,158.60	\$0.00	0.0%
<b>Total Property Expenses</b>	<b>\$6,044.40</b>	<b>\$11,975.31</b>	<b>\$5,583.33</b>	<b>17.9%</b>

**ADMINISTRATION**

Office Supplies/ Postage	\$420.03	\$0.00	\$516.67	0.0%
Telephone/Internet	\$321.67	\$229.95	\$250.00	7.7%
Office Equipment	\$215.00	\$215.00	\$250.00	7.2%
Computer Upgrades	\$0.00	\$0.00	\$41.67	0.0%
Regional Dues	\$0.00	\$0.00	\$729.17	0.0%
CSRC Supervisor Fee	\$0.00	\$0.00	\$30.00	0.0%
<b>Total Administration Expenses</b>	<b>\$956.70</b>	<b>\$444.95</b>	<b>\$1,817.50</b>	<b>2.0%</b>

**WORSHIP**

Pulpit Supply	\$0.00	\$0.00	\$100.00	0.0%
Worship Supplies	\$0.00	\$0.00	\$125.00	0.0%
Other Worship Expenses	\$0.00	\$0.00	\$0.00	0.0%
<b>Total Worship Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$225.00</b>	<b>0.0%</b>

**CHRISTIAN DEVELOPMENT**

Church School Expenses	\$0.00	\$0.00	\$100.00	0.0%
Nursery Care	\$0.00	\$0.00		
Church School Assistant	\$0.00	\$0.00		
Adult C.D. Expenses	\$0.00	\$0.00		
<b>Total Christian Dev. Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$100.00</b>	<b>0.0%</b>

**FINANCE**

Professional Fees (Audit)	\$0.00	\$0.00	\$183.33	
Bank Service Charges	\$125.54	\$106.10		
Interest/ Finance Expense	\$0.00	\$0.00		
<b>Total Finance Expenses</b>	<b>\$125.54</b>	<b>\$106.10</b>	<b>\$183.33</b>	<b>4.8%</b>

**OTHER GENERAL FUND**

Outreach Comm. Exp.	\$0.00	\$0.00	\$33.33	0.0%
Pastoral Care Exp.	\$0.00	\$0.00	\$83.33	0.0%
Congregational Life Exp.	\$0.00	\$0.00	\$0.00	
Inclusivity Comm Exp	\$0.00	\$0.00	\$83.33	0.0%
Broadview	\$0.00	\$0.00	\$125.00	0.0%
Allocation for Capital Exp.	\$300.00	\$300.00	\$300.00	8.3%
Contingency Expenses	\$0.00	\$0.00	\$0.00	
<b>Total Other General Expenses</b>	<b>\$300.00</b>	<b>\$300.00</b>	<b>\$625.00</b>	<b>4.0%</b>

<b>TOTAL GENERAL EXPENSES</b>	<b>\$17,223.77</b>	<b>\$24,318.40</b>	<b>\$20,606.35</b>	
<b>NET GENERAL FUND INCOME</b>	<b>-\$7,124.38</b>	<b>-\$6,637.70</b>	<b>-\$5,781.94</b>	

**Other Revenue**

M & S Fund Revenue	\$1,233.66	\$1,540.40
L & F Fund Revenue	\$802.00	\$1,419.65
Memorial Committee Revenue	\$0.00	\$690.00
Capital Fund Revenue	\$0.00	\$0.00
PGF Fund Revenue	\$0.00	\$0.00
<b>Total Other Revenue</b>	<b>\$2,035.66</b>	<b>\$3,650.05</b>

**Other Expenses**

Mission & Service Remittance	\$0.00	\$0.00
Loaves & Fishes Expense	\$5,540.62	\$1,444.72
Memorial Committee Transfer	\$0.00	\$0.00
Capital Fund Expenses	\$0.00	\$0.00
PGF Fund Expense	\$0.00	\$0.00
<b>Total Other Expenses</b>	<b>\$5,540.62</b>	<b>\$1,444.72</b>

Total Revenue	\$12,135.05	\$21,330.75
Total Expenses	\$22,764.39	-\$25,763.12
	<u>-\$10,629.34</u>	<u>-\$4,432.37</u>

O/S	\$1,540.40	to M&S
	<u>\$690.00</u>	to Memorial
	\$2,230.40	

**Appendix IV**

**Spiritual Life Liaison Report – February 19,2025**

Worship & Christian Education: Ralph Johnston/Kim Delarosbel (co-chairs)

The garlands in the sanctuary will be coming down this week or next. Our plans to have them down sooner were thwarted by the presence of the movie company in the Club Room. Now that they have vacated, we have access to the storage area in the JobNet room.

The Worship Team has met and drafted worship plans for the first few months of 2025, including an All Ages piece for each Sunday service, the return of Sam and Lizzie for Lent, and a Reader's Theater drama for Palm Passion Sunday.

Kim Delarosbel, our PowerPoint guru and projectionist, is taking some time to "refresh" her tired spirit. She continues to prepare her amazing PowerPoints, and we are grateful to Lorie Fairburn for stepping in as projectionist.

Sunday School will run for the Sundays in Lent with various volunteers taking each Sunday. Caitlin is planning to meet with those folks this Sunday. The Worship Team is also planning to meet this Sunday as well.

Ralph was away the first two Sundays in February with Melissa Pajunen subbing in. Melissa is a wonderful musician and does an excellent job in Ralph's absence despite her statements that she is not a choir director! At the request of some folks in the congregation, the choir has resumed garbing in choir gowns for worship. This will continue only as long as the cooler weather permits; those polyester gowns are brutal in warm weather.

Caitlin is looking at a two-week study leave in Lent, with Lorie Fairburn leading worship for one of those Sundays.

The Monday study program, Reading the Bible in One Year, led by Tim Robertson and Marg Reid has been meeting weekly. Feedback is very positive!

Congregational Life/Fundraising: LizB/LizW (co-chairs)

Sunday refreshments in the chapel continue, thanks to the dedication of Willa Gallant and Liz Westbrook. Liz is away for a couple of weeks, so we are grateful to Judy Campbell, Frankie Syme and Dinna Sinclair for helping out. The plan is still to try to establish a roster where a different team of folks looks after the refreshments once a month.

Plans to hold a Linger Lunch at the end of January were scuppered when Liz Westbrook was unable to access the freezer in the Fundraising room because the movie company had the area locked up and no keys were available. We are hoping for a Linger Lunch after Liz returns from holiday.

Congregational Life has been asked to cater the lunches for a Special Olympics sports event in April, as well as several birthday parties in the coming months.

Appendix V



**Loaves & Fishes Community Food Bank  
 Report to Council February 19, 2025 Meeting**

2025	# of Clients	2024	# of Clients	% Difference	2024 # of Students	2025 # of Students	% Difference
Jan 9	99	Jan 4	62	59.7%	42	12	-71.4%
Jan 16	39	Jan 11	75	-48.0%	26	48	84.6%
Jan 23	84	Jan 18	82	2.4%	49	14	-71.4%
Jan 30	64	Jan 25	80	-20.0%	13	11	-15.4%
	286		299	-4.3%	130	85	-34.6%

**Total Visits**

<b>2025</b>	<b>286</b>	<b>85</b>	<b>371</b>
<b>2024</b>	<b>299</b>	<b>130</b>	<b>429</b>
	-4.3%	-34.6%	-13.5%

2025 New Clients	15
2024 New Clients	33
	-54.5%
2025 New Students	15
2024 New Students	19
	-21.1%
2025 Volunteer Hours	246.5
2024 Volunteer Hours	401
	-38.5%

**In-Kind Donations**

2024 Food Rescue	\$1,700	2025 Food Rescue	\$1,700	0.0%
2024 In-Kind Donations	\$1,100	2025 In-Kind Donations	\$534	-51.5%

**Overview of Activities**

- Guy's Tires offering Tubes for food for January & February - received \$200
- Orchard's Gift Cards still available thanks to Jean Jamieson
- Donna & Jim Sinclair have resigned from Volunteering and we are feeling the loss
- Two new volunteers from the community have joined our team
- Gathering information about our clients, what pension they receive and age
- Picking up food rescue from The Gathering Place which is helping us get more

Respectfully submitted by Lorie Fairburn,  
 Loaves & Fishes Community Food Bank Manager

**Appendix V**

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Pastoral Care: Donna Landry (chair)

Pastoral visits with Caitlin and Donna continue. Lorie Fairburn and Mary Marris have also been active in this regard. Donna reports, "These visits bring joy to both the people we are visiting and to the volunteers doing the visits. It's a privilege to be invited into the lives of others." Pastoral Care name tags are in the works.

The card ministry folks have been hard at work again. This year's Valentine cards, designed by Donna Landry and assembled with the help of Stephen Parks were, in the words of one recipient, "exquisite"! The feedback went on to say "We feel valued and valuable. Thank you for this wonderful ministry." The cards were hand delivered to the long term care homes and posted to our other home-bound folks.

Submitted by Liz Brownlee

## Appendix VI

### Minister's Report January 2025

Happy New Year! I am beginning to really enjoy the winter here in North Bay, and the chance to catch my breath that comes with the New Year.

January has continued to bring with it illness and exhaustion from many though, so we held a special prayer service, which was quite meaningful for many, and I have continued to make myself available for anyone who could use support. Donna and I, as well as other members of the pastoral care team, continue to visit people in hospital and their homes, as well as put together beautiful and heartfelt cards, all working together to support and keep everyone connected as best we can.

I am grateful for the worship team, who continue to work with me to create worship that is meaningful for the community, through prayers, times for all ages, growing in awareness, readers, and so much more! I have also been working with our worship and Christian Education team to begin planning some Sunday school programming, starting in March. We have three teams of volunteers signed up, and then we plan to have one Sunday with children and youth in worship. We are meeting to plan in February, and using the materials provided by Sanctified Art for Lent, which begins March 9th.

I have begun working with OutLoud, the Friendship Centre, and many organizations in town like HANDS, True Self, and more. We have created a collective where we all get together to see what programs, supports and services are available for vulnerable and marginalized people in our communities, like within the 2SLGBTQ+ community, and hope to continue to grow to fill the gaps needed within the North Bay community.

I have also been working with local clergy and party planners to plan the events and worship surrounding our 100<sup>th</sup> anniversary celebrations in June, and throughout the year.

We as a council have been continuing our work with Diane Matheson-Jimenez, who has agreed to come and share a short message as part of our annual meeting on March 2<sup>nd</sup>. I have found this to be a very rich time for us, full of learning, grace, and visioning for who we are and hope to be at St. Andrew's. It continues to warm my heart, to see, feel, and hear the kindness, support, learning and healing happening here at St. Andrew's, and I hope we can continue to lead and build a community that lives those values together more and more.

If any of you want to chat any time about your hopes, concerns, or whatever is going on for you, please reach out. I am dedicated to working with you, and hearing each of you, and seeing what we can do together to reflect who we commit to being as a community of faith. Let's take a chance on each other and see what we can do to build on the deep faith and love already so evident in this community.

All my best, Caitlin Smithers