

St. Andrew's Council Meeting
Meeting was held in the chapel
Wednesday June 18th, 2025 at 6:45 p.m.

Welcome and Opening (6:45 p.m.)	Doug McCausland welcomed everyone to the meeting.
Attendance	Elizabeth Brownlee, Kim Delarosbel, William Downey, Marg Fleming, Karen Gooch (Secretary), Bill Ingwersen, Doug McCausland (Chair), Ed Mounce, Stephen Park, Caitlin Smithers (Minister), Derek Stott (11)
Regrets	Lorie Fairburn, Bill Holmes
Guest	Diane Matheson-Jimenez, Kathie Smith (former Pastoral Charge Supervisor)
Land Acknowledgement	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.
Touchstones	Doug McCausland read our Council Touchstones aloud.
Opening	<p>Elizabeth Brownlee offered a reading by Jan Richardson and then Caitlin Smithers invited Council members to check-in with a brief comment about the burdens and joys that they are thinking about as they come to this meeting.</p> <ul style="list-style-type: none"> • Several people shared how wonderful it was to be present in Sudbury for Caitlin's ordination. One member was sorry to have missed it. • Bill Downey took part in the recent online townhall about the future of the United Church and found it was good to look ahead and to shared ideas about new ways to do church. • There were good comments about the 100th Anniversary service held in Callander. There was a very good turnout and some very meaningful symbols of our church were shared. • It has been a busy time for many of us that has provided a chance to rekindle the fire of faith and spiritual energy for some. • There was thanks offered as a new burial spot was found for Bruce Fleming, ending a time of upheaval. • Stephen Park offered thanks for being able to be part of this meeting by <i>Zoom</i>. • We were reminded that there is ongoing work to ensure that we always strive to ensure that St. Andrew's is a safe space for all. <p>Caitlin offered a prayer to open the meeting.</p>
Visioning/Strategic Planning Exercise	<p>Diane Matheson-Jimenez was with us to continue her visioning work that will help us as we work towards coming up a strategic plan for the future.</p> <ul style="list-style-type: none"> • We should begin by completing a congregational assessment. We need to just do it. This will help us to discern what we should be focusing on – The Thing. This will involve some deep listening to each other and the spirit. • During this process we need to be grounded in hope and reality. We should consider factors such as changing demographics. At the same time, we are reminded to dream big. • Questions to consider

- Who are the stakeholders? - Community, Ministers, Trustees
- Who are we right now?
- Who are our neighbours and partners?
- Congregational Engagement
 - Ongoing communication with the congregation is important
 - We need to create opportunities for feedback in different formats
 - How can we provide information that accommodates different types of learning? Providing at least 3 ways of engagement will help people feel comfortable with the process.
- Strategy Formation
 - Strategize to find the best way to move forward to accomplish The Thing.
 - We should avoid getting stuck in the past
 - Consider our strengths and our assets. The wheels can fall off if you pay attention to what is lacking
 - It is important to spend time looking for commonalities.
- Strategic Plan Development
 - We begin to develop the thing we are focusing on
 - Ideas should be rooted in our values and we should discard things that don't fit.
 - Take things one step at a time and when ready take the next best step
 - Communicate.
- Do The Thing
 - Fail forward and learn from our mistakes, but it is also important to celebrate our successes.
 - How do we inspire people to be involved in the process.
 - Start with what needs doing first and don't get bogged down in the process.
- Evaluate
 - Look at what has worked and what can be modified. Consider what resources may be needed.
 - This doesn't need to be a linear process.
 - Evaluate at every step.
 - Use the bible, Song of Faith, The Creed and our mission statement to help keep things grounded in our own values.
- An example of developing a plan
 - North Bay needs more dairy-free ice cream options
 - What is needed to rectify this situation?
 - Consistent menu
 - Vendors, patrons
 - Consult government about required permits to establish an ice cream business
 - Could we operate a food truck? How would we sell the congregation on this?
 - Taste tests to engage members. Use social media, phone calls to communicate
 - What are some important considerations in making this work?
 - People love ice cream
 - We need to develop business connections, partnerships and leadership assets
 - High school students could be a source of volunteers to help
 - What strengths do we have to make this work?
 - We love to feed people and provide comfort and welcome
 - We are good at networking

We concluded our session with Diane by sharing ice cream sundaes. Diane provided ice cream (including dairy-free) and Council members brought their favorite toppings.

Agenda

Motion 056/25

William Downey/ Kim Delarosbel moved that the agenda be accepted as presented.

Carried

Minutes of Previous Meetings

Motion 057/25

Karen Gooch/ Elizabeth Brownlee moved that the minutes from May 28th, 2025 be accepted with the correction that the Trustee letter was signed by the Trustees who were present at the meeting rather than all of them.

Carried

Correspondence

None

Business Arising

None

New Business

Financial Report

Appendices I

The following financial information was offered.

- Month-end Statement – The month-end statement for May 31st, 2025 (Appendix I) was presented showing general fund revenue of \$70,819 with expenses of \$111,644 for a deficit of \$40,825. There was a surplus of \$2,153 at the end of May 2024.
- Banking – The Finance Team has been working to update our signing officers with RBC and Assante Wealth Management and completing the credit card application process
- Appeal – An appeal has been made to encourage people to keep up with their donations during the summer and perhaps provide an extra gift.

Motion 058/25

Karen Gooch/ William Downey moved that St. Andrew's Council approve the May 31st, 2025 financial statement as presented.

Carried

Liaisons

Appendices II, III

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

- Administration – No report.
- Facility – No report
- Spiritual Life – Elizabeth Brownlee provided a written report (Appendix II) with details about the activities of the Worship, Congregational Life/Fundraising and Pastoral Care Teams. Elizabeth added that the Monday bible study will continue throughout the summer.
- Living Our Mission – Derek Stott offered the following:
 - Inclusivity - No report
 - Loaves & Fishes - Lorie Fairburn provided a written Loaves & Fishes report for May 2025 (Appendix III) for Council members to review. The fact that donations from the TP North Bay Campaign were significantly less than last year was highlighted. Any further TP donations would be welcome.

- Outreach – No report.

M&P Committee Bill Ingwersen offered the following on behalf of the M&P Committee.

- The Committee has been working to finalize the staff job descriptions.

Minister's Report **Appendix IV**

- Caitlin Smithers provided a written report outlining her activities for May and June 2025 (Appendix IV) for members to review.
- Caitlin stated that it meant so much to her that at least 25 people from St. Andrew's were present in Sudbury for her ordination.
- Caitlin reminded people that she has been involved in organizing the interfaith service that will take place at the waterfront on August 3rd as part of the celebration of the 100th anniversary of the City of North Bay. She encouraged everyone to attend.

Other Business

Kathie Smith Although Kathie's last official meeting as our Pastoral Charge Supervisor we were pleased to have her join us for this meeting. Elizabeth Brownlee presented her with a gift from Council members – a book by Jan Richardson – to thank her for her work with us over the last couple of years. We are truly thankful for Kathie's guidance, wisdom and prayers.

Next Meeting The next Council meeting will be held at 6:45 p.m. on Wednesday August 20th. Caitlin Smithers will contact Diane Matheson-Jimenez to see if she is available to join us.

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

- Doug McCausland announced that over the coming weeks he will be selling "St. Andrew's" pens for \$10 a piece to raise money for the general fund.
- It was agreed that it was a good evening and it was good to share some laughter.

Adjournment The Council gathered in a circle and sang the Ralph Johnston choral ending before the meeting adjourned at 10:00 p.m.

Next Council Meeting Wednesday August 20th, 2025 at 6:45 p.m.

Lois E. Carey Parlour

Chairperson, Doug McCausland

Secretary, Karen Gooch

Appendix I

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

	Actual 2024/01/01 to 2024/05/31	Actual 2025/01/01 to 2025/05/31	Budget 2025 to date	% of Budget
REVENUE				
General Fund Revenue				
Offerings - General Fund	\$87,540.89	\$58,503.55		
Offerings - Envelopes	\$59.05	\$44.00		
Offerings - Broadview	\$255.00	\$270.00		
Offerings - Church School	\$200.00	\$162.10		
Offerings - Renovations	\$795.00	\$0.00		
Other Revenue	\$0.00	\$0.00		
Total Offerings	\$88,849.94	\$58,979.65	\$74,122.08	33.2%
Manse Interest	\$0.00	\$0.00		
Fund Raising Committee	\$235.00	\$0.00		
Rent for Use of Church	\$7,896.00	\$8,050.00		
Christian Dev. Income	\$0.00	\$100.00		
Congregational Life Income	\$750.00	\$3,250.00		
Inclusivity Committee	\$610.00	\$40.00		
Worship Income	\$247.00	\$150.00		
Misc. Income	\$2,826.73	\$250.00		
Can. Helps-Gen Fund	\$0.00	\$0.00		
Other Revenue	\$0.00	\$0.00		
Total Other Revenue	\$12,564.73	\$11,840.00	\$29,416.67	13.6%
Total General Fund Revenue	\$101,414.67	\$70,819.65	\$103,538.75	21.4%
EXPENSES				
PERSONNEL				
Salaries	\$42,113.84	\$46,243.45	\$50,540.83	38.1%
Vehicle Allowance	\$1,000.00	\$1,000.00	\$1,500.00	27.8%
Telephone Allowance	\$375.00	\$375.00	\$375.00	41.7%
Book/Educ Allowance	\$1,059.60	\$1,059.60	\$1,041.67	42.4%
Benefits/Pensions	\$7,516.07	\$8,762.64	\$3,169.06	115.2%
Other Personnel Expenses	\$275.00	\$0.00	\$3,866.25	0.0%
Total Personnel Expenses	\$52,339.51	\$57,440.69	\$60,492.81	39.6%
PROPERTY				
Heating Fuel	\$12,657.18	\$4,853.47	\$9,166.67	22.1%
Utilities	\$3,588.82	\$3,854.51	\$2,708.33	59.3%
Maintenance/ Security Contracts	\$2,275.80	\$926.29	\$1,875.00	20.6%
Repairs/ Maintenance	\$4,615.59	\$5,431.54	\$5,000.00	45.3%
Property Supplies	\$1,149.52	\$1,633.54	\$1,250.00	54.5%
Insurance	\$7,312.80	\$7,959.90	\$7,916.67	41.9%
Special property purchases	\$613.25	\$13,220.78	\$0.00	0.0%
Total Property Expenses	\$32,212.96	\$37,880.03	\$27,916.67	56.5%

Other Revenue

Mission & Service Fund Revenue	\$7,513.30	\$7,304.40
Loaves & Fishes Revenue	\$25,601.00	\$9,276.65
Memorial Committee Revenue	\$30.00	\$940.00
Capital Fund Revenue	\$0.00	\$0.00
PGF Fund Revenue	\$0.00	\$0.00
Miscellaneous	\$3,674.96	\$0.00
Total Other Revenue	\$36,819.26	\$17,521.05

Other Expenses

Mission & Service Remittance	\$0.00	\$0.00
Loaves & Fishes Expense	\$20,947.34	\$20,267.66
Memorial Committee Transfer	\$0.00	\$0.00
Choir Fund Expense	\$0.00	\$842.98
Capital Fund Expense	\$0.00	\$3,064.20
Building Use Expense	\$0.00	\$200.00
Total Other Expenses	\$20,947.34	\$24,374.84

Total Revenue	\$138,233.93	\$88,340.70
Total Expenses	\$120,208.93	\$136,019.02
	\$18,025.00	-\$47,678.32

Current Bank Account Balances (as of May 23, 2025)

General	\$12,431.67
Building	\$1,839.90
Loaves & Fishes	\$74,187.96
Memorial Fund	\$22,818.17
Manse Fund	\$129,511.00
Assante Investments	\$103,523.77 (as of April 30, 2025)
	<u>\$362,829.87</u>

Outstanding

-\$5,942.40	to M&S from General
-940.00	to Memorial from General
<u>\$20,000.00</u>	From L&F to General
\$13,177.60	Total to General Account

Appendix II

Spiritual Life Liaison Report – May 28, 2025

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

The June 8 city-wide 100th Anniversary celebration service at the Callander Community Center was a wonderful gathering of several hundred United Church folks from the area. Rev. Ted Harrison, garbed in historic robe and collar, was a dynamic MC, and led us through a worship service based on a collaboration of the inaugural service and other celebratory services through the years. Symbols significant to the history of the church as well as more recent arrivals were presented and explained. Caitlin did a wonderful job of speaking to our Rainbow Community Candle, and a number of folks were overheard saying that they were going to suggest that such a candle be incorporated into their worships! A traditional Communion was served by Licenced Lay Worship Leaders, including our own Lorie Fairburn. The choir anthems were terrific, with leadership from Betty Farris and musical accompaniment from Ralph Johnston, John Henderson and some UC members of the JOY band. Brenda McLay's handbell choir offered several lovely selections. Thanks to Derek Stott, the service was recorded and posted to the St. Andrew's Facebook and YouTube channels.

St. Andrew's was closed for the 8th and also the 15th to allow the Worship Team and congregation to attend Caitlin's ordination in Sudbury. It was quite the event! We are back together this coming Sunday, June 22, the United Church Indigenous Day of Prayer. Our guest reflector will be Mary Laronde, an Indigenous elder. Kim Robinson Nelles has arranged for her drumming group to participate. As this is our last Sunday before the summer break, and we have much to celebrate, there will be a Linger Lunch after worship.

St. Andrew's is closed June 29 and all of July. Rev. Ted Harrison will provide pastoral care during this time. The congregation is asked to remember that church expenses do not vacation and to be faithful in their givings. The Finance Team has provided a special envelope to assist with that endeavour.

We are back from holidays on August 3 with a wonderful four-week summer series, "Rest in the Sacred", based on the poetry of Mary Oliver. By request, Sam, Lizzie and friends will return to worship.

There has been a request from Carmichael UC for our help with the Fifth Sunday service scheduled for Aug. 31, Labour Day weekend. This would involve assistance with worship, providing food and singers. A survey is underway to see how many of our people are available and willing to help.

Rally Back Sunday is scheduled for September 14, featuring the theme "A Place at the Table". A Linger Lunch is planned for that day.

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

Sunday refreshments are done until August. We are thinking that August refreshments may be beverages only.

Linger Lunch to wind up before the summer break and to celebrate Caitlin's ordination will be held following worship this Sunday, June 22.

Held in the chapel

Wednesday June 18th, 2025

Our annual Strawberry Social is scheduled for Saturday, May 28 from 11:30 to 1:30 p.m. Local strawberries are very late this year, but we are hopeful that Leisure Farms will come through for us! A small cookie walk and bake table will also be available.

A clean-up day for the kitchens is scheduled in conjunction with the summer food bank clean up on Thursday, July 3 when the church is closed.

Pastoral Care: Donna Landry (chair)

Pastoral visits with Caitlin and Donna continue. Other members have been in touch with a number of home-bound folks. The summer cards are ready and will be written by the card ministry team next Tuesday, June 24. At present the postal strike is limited to work-to-rule, so we should be able to have the cards delivered by Canada Post. Cards for the long-term care homes are hand delivered.

Submitted by Liz Brownlee

Appendix III



**Loaves & Fishes Community Food Bank
 Report to Council June 18, 2025 Meeting**

2025	# of Clients	2024	# of Clients	% Difference	2025 # of Students	2024 # of Students	% Difference
May 1	66	May 2	64	3.1%	5	14	-64.3%
May 8	96	May 9	70	37.1%	7	15	-53.3%
May 15	69	May 16	81	-14.8%	0	7	-100.0%
May 22	98	May 23	73	34.2%	1	15	-93.3%
May 29	92	May 30	67	37.3%	4	10	-60.0%
	421		355	18.6%	17	61	-72.1%

Total Visits

2025	421	17	438
2024	355	61	416
	-4.0%	-36.8%	-9.3%

2025 New Clients	39
2024 New Clients	21
	85.7%
2025 New Students	1
2024 New Students	13
	-92.3%
2025 Volunteer Hours	434
2024 Volunteer Hours	323
	39

In-Kind Donations

2024 Food Rescue	\$4,904.00	2025 Food Rescue	\$5,500.00	12.2%
2024 In-Kind Donations	\$1,900.00	2025 In-Kind Donations	\$48.00	-74.7%

Overview of Activities

- Donations from TP North Bay Campaign much lower than last year. We will only have enough to cover 10 weeks.
- Summer Hours - closed July 3rd, 10th, 17th, 24th, and will reopen on July 31st
- Food Bank Big Clean - Thursday, July 3rd, cleaning food bank room, fundraising, and kitchens including defrosting freezers

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

Appendix IV

Minister's Report May-June 2025

Happy 100 years and Happy Ordination!

It has been quite an incredible last month or so, with all the preparation and celebration of our Anniversary service as UCC, as well as for my Ordination! This has been a very exciting time, and I am thrilled to have accepted a call to stay here at St. Andrew's as the full time Minister here, in this lovely community and city, where I feel so called and a part of the vibrant and loving community here.

Thank you all for your unanimous yes, to offer me a provisional call here at St. Andrew's! I am so grateful, and excited about all we can do together going forward! We are learning, growing, healing, and loving together as people of faith each week!

Our Worship and Christian Education Team continue to meet, bringing together worship and Sunday school themes that help to bring to life our sacred stories in creative and meaningful ways. Our last service in June, on Sunday, June 22nd will be another example as guest speaker Mary LaRonde shares more about the 7 Grandfather teachings, and how they can help us build our relationships, communication, and decision making as a community. And there will be a linger lunch afterwards!

Our pastoral care team and I continue to work on the ways we can reach out and support our community, here and St. Andrew's community and beyond. Thank you for the continued ways this council and community support this work, like with our recent addition of a benevolent fund to provide for those who may be in need of financial support.

We continue to build community partnerships and presence within the community of North Bay and beyond, with OutLoud, the Indigenous Friendship Centre, and many more. Working with the food bank here at St. Andrew's is also a great example of building relationships and community here in North Bay, as support and get to know our neighbours.

We have been planning an Interfaith Service August 3rd at 2pm, with a run through for anyone who wants to sing at 1pm! This will all be part of the Homecoming Festival that weekend, so please come check it out if you are in town! We will be at the Kiwanis Bandshell off Memorial drive, with parking available nearby.

This will be our last scheduled session with Diane Matheson-Jimenez, who has been leading us in learning, growing, and looking toward our future, with skills and gifts, as we remember all we have learned from our shared stories and history along the way.

This is Kathie Smith's last Wednesday with us as a council, and as our Pastoral Charge Supervisor. So many of us have so many lovely memories of the impact you have had in your time with us, Kathie. Thank you for all your wonderful work with us!

All my best, Caitlin Smithers