

St. Andrew's Council Meeting
Meeting was held in the chapel
Wednesday May 28th, 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, Lorie Fairburn, Marg Fleming, Karen Gooch (Secretary), Bill Holmes, Bill Ingwersen, Doug McCausland (Chair), Ed Mounce, Stephen Park, Kathie Smith (Pastoral Charge Supervisor), Caitlin Smithers (Minister), Derek Stott (14)
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>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"> • Thanks was offered for a son-in-law's new job • Proud to be able to attend the recent Pride event in Sturgeon Falls. • Thinking about a tough decision that needs to be made • Celebrating busyness including preparing for ordination and the United Church's 100th Anniversary • Looking forward to a break in July • A reminder to be open to listening at this meeting • Appreciation for work of the Council • Concern about a lack of communication in the church • Upset about a change in burial plans relating to an issue with the headstone • Thinking about being at camp and celebrating the anniversary of a brother's death • Concern about a spouse visiting a cardiologist • Celebrating the chance to spend time with a grandson <p>Caitlin offered a prayer to open the meeting.</p>
Visioning/Strategic Planning Exercise	<p>Caitlin provided Council with an overview of decision making skills with input provided by Diane Matheson-Jimenez.</p> <ul style="list-style-type: none"> • What decision making strategies are you aware of? <ul style="list-style-type: none"> - Examples include coin toss, ballot, raising hands pro/con list • Which strategies are most effective for churches? <ul style="list-style-type: none"> - You need to choose the best model for the decision that needs to be made - Wesleyan Quadrangle - Developing a clear mission is needed - Information gathering important - Consistency helps prevent getting stuck in the past • Decision Making Models <ul style="list-style-type: none"> - Rational Decision Making – following six-steps helps to put aside emotion <ul style="list-style-type: none"> - Define the problem - Identify the criteria you will use to judge possible solutions

- Decide how important each criterion is
- Generate a list of possible alternatives
- Evaluate those alternatives
- Determine the best solution
- Bounded Rationality Decision Making – time limited, looking for a "good enough" decision which can be less stressful
- Vroom-Yetton Decision Making – there is no ideal model but this offers flexibility by starting with yes/no questions to offer guidance about which direction to go
- Intuitive Decision Making – intuition used all the time by reviewing similar past situations works using pattern recognition but works best in situations where you have experience or knowledge
- Recognition-primed Decision Making – similar to Intuitive Model but uses an action script to see how decisions may play out
- Common Decision Making Biases – It helps to know what your biases are.
 - Confirmation Bias – paying attention to evidence that confirms your belief and ignoring anything that doesn't. This leads to interpretation of information that proves we are right and means two people could come up with different interpretation of the same facts. It is important to seek out information sources that challenge your views which may lead to surprising results.
 - Availability Heuristic - leads to decision making based on experiences which may not reflect the full reality of a situation.
 - Survivorship Bias – may cause decisions to be made based on successes we have experienced or heard about and not recognizing failures in similar situations. Being skeptical can help avoid this.
 - Anchoring Bias – using an initial piece of information to make a decision without further investigation into the situation.
 - Halo Effect – we need to be aware of the power of a first impression which can have a positive or negative effect on our decisions.
- The Seven Grandfather Teachings from the Anishinaabe people offer a framework for decision making. These teachings (Love, Respect, Courage, Honesty, Humility, Wisdom, and Truth) guide us towards positive actions and interactions.
- As an exercise to help illustrate some of these decision making principles we discussed how we can decide what form of communion is best to use.
 - We should consider the needs of the people being served.
 - We could look at circumstances that may change the form of communion such as happened during COVID
 - How do we include those who may be viewing the service remotely?
 - How many people are being served?
 - Availability of the elements may be part the discussion
 - What will be acceptable to people as we think about change vs tradition?

Agenda

Motion 052/25

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

Carried

Minutes of Previous Meetings

Motion 053/25

Karen Gooch/ Lorie Fairburn moved that the minutes from April 16th, 2025 be accepted with the correction of the signature line for the Chair.

Carried

Correspondence

An email dated April 29th was received from Peter Armstrong on behalf of St. Brice's Anglican Parish requesting if St. Andrew's would be interested in the sponsorship of a refugee family from Afghanistan. St. Brice's is currently sponsoring another family and it not in a position to help in this situation. Family members already living in Canada are willing to provide financial backing and this would lessen the burden on any sponsorship group. After a brief discussion, it was agreed that unfortunately St. Andrew's is not in a position to take on this type of project right now largely due to a lack of volunteers. Caitlin offered to contact to Peter to let him know of our decision.

Business Arising

Search Committee
Update

Following our last Council meeting, the Search Committee met with Caitlin Smithers and presented her with the Minister Job Description and the financial offer for a provisional call. Following the meeting, an email was circulated to Council members asking for feedback on a couple of issues.

- Caitlin requested that the line 'to work collaboratively with the music director, to ensure the music supports the music themes for services' be added to the Worship section of the description to reflect language used in the Music Director's Job Description and to reflect what is already happening each week.
- Caitlin asked that the Continuing Education amount be set at \$2,000 rather than the minimum. Council had agreed at the last meeting to offer up to \$2,000
- Caitlin will use part of her Transportation allowance of \$100 per to pay for taxis or bus fare if needed for her work and requested that some of this money be used to help her get and Ontario driver's license.
- Although Council initially resisted the idea of offering lieu time for overtime hours, the Search Committee is recommending that the right thing to do is to offer one week of lieu time, to be taken the week after Easter annually, in consultation with the Ministry and Personnel Committee; this would involve Caitlin having the Sunday after Easter off. This is considerably less lieu time than was offered when we first hired Caitlin.
- Caitlin also requested that we honour the stipulation in her original agreement that she be eligible for a sabbatical 5 years after she started working for us which means she would be able to take a 3 month sabbatical after August 2028 – terms of which will be negotiated with the M&P Committee.
- There we a few responses received from Council members, but there was a general agreement that we accept the proposed changes. It was felt we should be encouraging Caitlin to find ways to avoid a lot of overtime. It should be recognized that there is a large burden placed on the Worship Team whenever our Minister takes a Sunday off.
- The offer of a provisional call was presented to and accepted unanimously by the congregation as amended at a meeting on May 4th, 2025.

New Business

Financial Report **Appendices I, II, III**

The following financial information was offered.

- Month-end Statement – The month-end statement for April 30th, 2025 (Appendix I) was presented showing general fund revenue of \$59,305 with expenses of \$95,045 for a deficit of \$35,740. The deficit at the end of April 2024 was \$12,552. General fund revenue to the end of April 2025 was considerably less than last year. This is due in large part to a few one-time revenue sources (totaling about \$43,740) including the \$15,000 Walsh bequest, an overpayment refund from our insurance and a large 2023 HST rebate. There was \$6,485 raised through our Easter appeal. When you remove the renovation costs (paid for by the Walsh bequest) from the 2025 expenses, total expenses for this year are in line with 2024.

Motion 054/25

Lorie Fairburn/ Karen Gooch moved that St. Andrew's Council approve the April 30th, 2025 financial statement as presented. **Carried**

- Credit Card Policy – The Credit Card Policy (Appendix II) as developed by the Finance Team presented to Council members at the April 16th, 2025. After a discussion about the policy, a motion was passed to defer the vote on acceptance of the policy to this Council meeting.
 - Derek Stott took over as Chair for this portion of the meeting. He began by reading the motion to approve the Credit Card Policy as it was presented at the last Council meeting.
 - As discussed at the last Council meeting, Finance Chair Lorie Fairburn met with the Trustees review the Credit Card Policy. Although Trustee approval is not required, Karen Gooch read a letter signed by all the Trustees offering their support of the policy as presented. (Appendix III)
 - Lorie informed Council that she spoke with Melody Duncanson-Hales from the Canadian Shield Regional Council and Melody confirmed that the United Church does not have a policy regarding the use of credits cards by congregations to purchase required supplies.
 - Derek took made a speaker's list of those who wished to address Council on this matter.
 - Doug McCausland expressed he was thankful for many things about St. Andrew's including the choir, the minister and congregation members but expressed concern about the state of our finances due in part to the lack of a long-term Treasurer being in place. He feels that not having our books completely in order means we should not get credit cards as this will only complicate things further. He feels people should be accountable for expenses before the church makes payment for items that people purchase on our behalf. This is to ensure accountability to the congregation.
 - In response, it was noted that just because our finances are not perfect doesn't mean that we cannot move forward with this policy. Having a credit card statement each month may make it easier to track expenses. It was also felt the individuals should not be personally on the hook for larger church expenses.

- Bill Ingwersen noted that things have changed since COVID when we were in survival mode. We are not professionals and are all doing our best. He stated that he feels credit cards will not help our financial situation and that it is not a good idea to make a change like this until things are in order.
- Other comments included: that using credit cards may open up another avenue for error, that extra merchant fees may be paid and that there was some general nervousness about the use of credit cards.
- On the plus side it was noted that being able to use a credit card will enable the immediate purchase of sale items for the food bank or for property or worship supplies – there will not be a need to wait for a cheque to be signed.
- No policy can absolutely protect us from problems in all situations. We were reminded that trust is important and that the policy presented lays out some good checks and balances for credit card use.
- There was a call for a recorded vote on the motion below. Kathie Smith offered a prayer after the vote was completed and Doug McCausland returned to the Chair.

Motion 055/25

Lorie Fairburn/ William Downey moved that St. Andrew's Council approve the Credit Card Policy as presented in Appendix II. **Carried**

Yes – Stephen Park, Karen Gooch, Lorie Fairburn, Elizabeth Brownlee, William Downey, Kathie Smith, Ed Mounce and Kim Delarosbel (8)

No – Bill Ingwersen, Bill Holmes, Doug McCausland (3)

Abstention – Marg Fleming

Liaisons **Appendices IV, V, VI**

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

- Administration – Karen Gooch reported that she and Jean Jaimeson are reviewing the Building Use Policy. They are beginning to gather information about how the policy is currently working by looking at rental rates and which groups are using the building They will talk with the Office Administrator to help determine how things are currently working. Any changes to the policy or how the policy is enforced will be presented to Council for approval likely in September. There was some talk that the role of the Office Administrator with regards to this policy will be changed. Currently there is no plan to do this, but if it is felt a change of job description is needed there will be discussion with the M&P Committee and Council approval would be sought.
- Facility – Jean Jaimeson, the Property Committee Chair provided a written report highlighting the work of the Committee (Appendix IV). Karen Gooch read the report aloud.
- Spiritual Life – Elizabeth Brownlee provided a written report (Appendix V) with details about the activities of the Worship, Congregational Life/Fundraising and Pastoral Care Teams. Elizabeth added that Strawberry Social will be held on Saturday June 28th.
- Living Our Mission – Derek Stott offered the following:

- Inclusivity - The Inclusivity Committee will work with the Church School on the Inclusivity Garden.
- Loaves & Fishes - Lorie Fairburn provided a written Loaves & Fishes report for April 2025 (Appendix VI) for Council members to review. Lorie added that Elizabeth and Jim Westbrook will receive an Ontario Volunteer Service Award at a ceremony on July 10th. They were nominated for their work with our Loaves & Fishes Community Food Bank.
- Outreach – No report.

M&P Committee Bill Holmes offered the following from the M&P Committee.

- The Committee have almost completed draft staff job descriptions and reviewing salary differences between staff members as requested at the recent AGM.
- The Committee has determined that the cleaner position is a contract position and they are reviewing her contract to ensure we are paying her appropriately. Currently, Amanda Lalonde is filling the cleaner position.

Minister's Report **Appendix VII**

Caitlin Smithers provided a written report outlining her activities for April 2025 (Appendix VII) for members to review. Caitlin has been busy preparing for her ordination on June 15th in Sudbury. She feels that things went well over the Easter season.

Ordination Caitlin Smithers ordination will take place on June 15th as part of the Festival of Faith. The service will begin at 11:00 a.m. and will be held at Bell Park in Sudbury. The Moderator Carmen Lansdowne will be in attendance and John Bell will speak at the service. St. Andrew's will be closed so that members of the Worship Team can attend the service. Carpooling is being arranged for others who wish to attend.

UC 100th Anniversary The North Bay and area United Churches will gather for an anniversary service on June 8th at the Callander Community Centre. St. Andrew's will be closed on that day. Derek Stott and Tim Robertson will be recording the service which will be posted on our *YouTube* page. Volunteers are still needed for service setup. The weekend also includes a Mustard Seed production at Trinity United, a tour of local stained glass windows and *Hops and Hymns* on Saturday night. The St. Andrew's Choir sponsored the printing of a booklet with the words of the hymns.

Other Business

Next Meeting The next Council meeting will be held at 6:45 p.m. on Wednesday June 18th. This will be our last meeting with Diane Matheson-Jimenez. Diane has requested that everyone bring their favorite ice cream sundae topping and she will provide the ice cream.

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

- As this was her final meeting with us as our Pastoral Charge Supervisor, Kathie Smith offered a few words of thanks as she recognized all the work that goes on behind the scenes to keep St. Andrew's running. She reminded us that when all else fails, we need to stop and pray.

- Caitlin Smithers stated she was proud that we took the time to listen tonight as we reached a decision about the Credit Card Policy. We got through a tough meeting together.
- Lorie Fairburn announced that she has completed her course work to become a Licensed Lay Worship Leader (LLWL). She will be applying for her license in the coming weeks. Donna Sinclair and Eliabeth Brownlee have provided references for her application.

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 June 18th, 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 April 2025**

	Actual 2024/01/01 to 2024/04/30	Actual 2025/01/01 to 2025/04/30	Budget 2025 to date	% of Budget
REVENUE				
General Fund Revenue				
Offerings - General Fund	\$78,309.30	\$49,215.90		
Offerings - Envelopes	\$59.05	\$44.00		
Offerings - Broadview	\$255.00	\$270.00		
Offerings - Church School	\$200.00	\$130.00		
Offerings - Renovations	\$775.00	\$0.00		
Other Revenue	\$0.00	\$0.00		
Total Offerings	\$79,598.35	\$49,659.90	\$59,297.67	27.9%
Manse Interest	\$0.00	\$0.00		
Fund Raising Committee	\$235.00	\$0.00		
Rent for Use of Church	\$7,871.00	\$7,055.00		
Christian Dev. Income	\$0.00	\$0.00		
Congregational Life Income	\$200.00	\$2,400.00		
Inclusivity Committee	\$610.00	\$40.00		
Worship Income	\$0.00	\$150.00		
Misc. Income	\$2,826.73	\$0.00		
Can. Helps-Gen Fund	\$0.00	\$0.00		
Other Revenue	\$0.00	\$0.00		
Total Other Revenue	\$11,742.73	\$9,645.00	\$23,533.33	13.6%
Total General Fund Revenue	\$91,341.08	\$59,304.90	\$82,831.00	21.4%
EXPENSES				
PERSONNEL				
Salaries	\$33,182.02	\$36,894.79	\$40,432.67	30.4%
Vehicle Allowance	\$800.00	\$800.00	\$1,200.00	22.2%
Telephone Allowance	\$300.00	\$300.00	\$300.00	33.3%
Book/Educ Allowance	\$847.68	\$847.68	\$833.33	33.9%
Benefits/Pensions	\$6,016.62	\$6,946.87	\$2,535.25	91.3%
Other Personnel Expenses	\$0.00	\$0.00	\$3,093.00	0.0%
Total Personnel Expenses	\$41,146.32	\$45,789.34	\$48,394.25	31.5%
PROPERTY				
Heating Fuel	\$10,430.53	\$4,853.47	\$7,333.33	22.1%
Utilities	\$2,887.09	\$3,106.83	\$2,166.67	47.8%
Maintenance/ Security Contracts	\$2,213.97	\$830.99	\$1,500.00	18.5%
Repairs/ Maintenance	\$1,381.21	\$4,345.41	\$4,000.00	36.2%
Property Supplies	\$1,127.62	\$1,033.54	\$1,000.00	34.5%
Insurance	\$5,850.24	\$6,367.92	\$6,333.33	33.5%
Special property purchases	\$613.25	\$13,220.78	\$0.00	0.0%
Total Property Expenses	\$24,503.91	\$33,758.94	\$22,333.33	50.4%

ADMINISTRATION

Office Supplies/ Postage	\$1,408.30	\$2,297.49	\$2,066.67	37.1%
Telephone/Internet	\$962.82	\$1,104.39	\$1,000.00	36.8%
Office Equipment	\$860.00	\$860.00	\$1,000.00	28.7%
Computer Upgrades	\$0.00	\$0.00	\$166.67	0.0%
Regional Dues	\$6,773.00	\$8,749.00	\$2,916.67	100.0%
CSRC Supervisor Fee	\$360.00	\$90.00	\$120.00	25.0%
Total Administration Expenses	\$10,364.12	\$13,100.88	\$7,270.00	60.1%

WORSHIP

Pulpit Supply	\$741.00	\$0.00	\$400.00	0.0%
Worship Supplies	\$0.00	\$0.00	\$500.00	0.0%
Other Worship Expenses	\$0.00	\$285.42	\$0.00	0.0%
Total Worship Expenses	\$741.00	\$285.42	\$900.00	10.6%

CHRISTIAN DEVELOPMENT

Church School Expenses	\$0.00	\$0.00	\$300.00	0.0%
Nursery Care	\$0.00	\$0.00		
Church School Assistant	\$0.00	\$0.00		
Adult C.D. Expenses	\$0.00	\$0.00		
Total Christian Dev. Expenses	\$0.00	\$0.00	\$300.00	0.0%

FINANCE

Professional Fees (Audit)	\$0.00	\$0.00	\$733.33	0.0%
Bank Service Charges	\$505.14	\$458.18		
Interest/ Finance Expense	\$0.00	\$0.00		
Total Finance Expenses	\$505.14	\$458.18	\$733.33	20.8%

OTHER GENERAL FUND

Outreach Committee	\$0.00	\$49.06	\$133.33	12.3%
Pastoral Care	\$228.67	\$103.11	\$333.33	10.3%
Congregational Life	\$0.00	\$0.00	\$0.00	0.0%
Inclusivity Committee	\$100.00	\$100.00	\$333.33	10.0%
Building Use	\$0.00	\$200.00	\$0.00	0.0%
Broadview	\$0.00	\$0.00	\$500.00	0.0%
Allocation for Capital	\$1,200.00	\$1,200.00	\$1,200.00	33.3%
Contingency Expenses	\$0.00	\$0.00	\$0.00	0.0%
Total Other General Expenses	\$1,528.67	\$1,652.17	\$2,500.00	22.0%

TOTAL GENERAL EXPENSES **\$78,789.16** **\$95,044.93** **\$82,530.91**

NET GENERAL FUND INCOME **\$12,551.92** **-\$35,740.03**

Other Revenue

Mission & Service Fund Revenue	\$6,251.64	\$5,942.40
Loaves & Fishes Revenue	\$24,689.00	\$5,971.65
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	\$34,645.60	\$12,854.05

Other Expenses

Mission & Service Remittance	\$0.00	\$0.00
Loaves & Fishes Expense	\$18,815.12	\$13,805.96
Memorial Committee Transfer	\$0.00	\$0.00
Choir Fund Expense	\$0.00	\$364.73
Capital Fund Expense	\$0.00	\$3,036.00
PGF Fund Expense	\$0.00	\$0.00
Total Other Expenses	\$18,815.12	\$17,206.69

Total Revenue	\$125,986.68	\$72,158.95
Total Expenses	\$97,604.28	\$112,251.62
	\$28,382.40	-\$40,092.67

Current Bank Account Balances

General	\$16,148.80
Building	\$1,845.90
Loaves & Fishes	\$73,984.71
Memorial Fund	\$22,817.98
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
\$13,805.96	to General from L&F
<u>-\$940.00</u>	to Memorial from General
\$6,922.60	Total to General Account

Appendix II

St. Andrew's United Church
Credit Card Policy

Background

Having credit cards for use by authorized users offers more flexible payment options and provides a number of other advantages:

- Reduces the need to write reimbursement cheques to people purchasing on behalf of St. Andrew's
- Ensures people paying church related expenses are not disadvantaged financially.
- Allows a rapid payment option to take advantage of sale pricing
- Allows for easier online purchase options

Authorized Users

- The following people shall receive a credit card with their name on it for their exclusive use: Minister, Office Administrator, Loaves & Fishes Community Food Bank Manager and Property Committee Chair.
- When credit card users receive their card, they must sign a form which states they have read the St. Andrew's Credit Card Policy and have reviewed the terms of the credit card issuer.

Conditions of Use

- Each user will have an upper limit for what they can spend during each credit card cycle and a lower limit that can be spent without any additional authorization from one of St. Andrew's RBC business account signing officers.

	Limit	Unauthorized
• Minister	\$1,000.00	\$500.00
• Office Administrator	\$4,000.00	\$1,000.00
• Loaves & Fishes Manager	\$8,000.00	\$2,000.00
• Property Committee Chair	\$12,000.00	\$2,000.00

- Users must provide the Bookkeeper with a signed requisition along with receipts or invoices for all spending as soon as possible after any purchase.
- For any purchase over the unauthorized use limit, the requisition must also be signed by one of St. Andrew's signing officers.
- Users must not spend over their assigned limits and will lose use of the credit card if they do so without previous authorization. Users will be required to reimburse St. Andrew's for any unauthorized expenses before the statement payment date.

Other

- The Bookkeeper will track credit card spending and inform the Treasurer and/or Finance Team Chair of any potential unauthorized use.
- The Bookkeeper will ensure that all credit card statements are paid in full, on time, every month. If there are any concerns about being able to do this, the Bookkeeper must inform the Treasurer and/or Finance Team Chair as soon as they become aware of these concerns.
- The Finance Team will be authorized to impose a short-term spending freeze if required.

Appendix III

To St. Andrew's Church Council:

St Andrew's United Church Credit Card Policy:

As requested, the trustees have reviewed the Credit Card Policy prepared by the Finance Committee on April 16, 2025. We would recommend that the Church Council pass a motion to obtain credit cards for our RBC Bank Account as outlined in the policy and adopt the rules for their use as in the Credit Card Policy.

Lorie Fairburn, Committee Chair, met with us and we discussed some of the features of a credit card system. She and some of her committee had been discussing some of our church's banking issues with a representative from our branch of the RBC. He recommended that we consider using credit cards for some of our purchases.

With credit cards the purchase transaction and payment for the items is carried out immediately. No time wasted with receipts and cheques moving back and forth in the mail. Take advantage of limited-time special price offers. All transaction details are recorded and appear in the monthly credit card statement.

The Finance Committee have developed procedures for secure use of the cards and approval of purchases (see attachment). The Accountant is responsible for keeping purchases within our budgets and paying credit card accounts on time to avoid bank interest charges.

May 7, 2025

Trustees:

Tom Arens

Ed Mounce

Pat Kirton Bailey

John Wallace

Kathie Smith (Pastoral Charge Supervisor)

Appendix IV

Property Committee Report

This report will bring you up to date with all the renovations and work that is being done within the Church.

1. Chapel is complete except for a couple of pictures that are being framed.
2. Parlour is near completion except for some finishing touches and couple of pieces of furniture that is ordered.
3. Cleaning of the Cave has been started and items removed.
4. Side door off of Algonquin Avenue needed repair work done weather striping was attached and hopefully this stops the little critters from coming in as well as the cold.
5. Pews needed to be fastened back down as they were loose and wobbling
6. Door to the Club Room was broken so it was repaired as well as the door to the nursery that was hanging on by the screws.
7. 3 loads to the City Dump.
8. Cleaning of the Sanctuary and grounds were cleaned and grass mowed.

There are still many projects to complete and we are slowly working on them.

The one major project I am working on is the rentals within our Church and hoping to have all costs sooner than later which will help us establish where we are going in the future. I have spoken with Trinity and they are sharing information regarding how they deal with rentals.

We are making headway and hopefully by September we can start out fresh and have a good fall and winter.

Were all in this together so let's make St. Andrews the shining star it used to be together we can do this.

Regards

Jean Jamieson

Appendix V

Spiritual Life Liaison Report – May 28, 2025

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

The Worship Team has met twice in the past few weeks to finalize worship plans for June and August. The service on June 1 will include recognition of Pride month. June 8 is the city-wide gathered service at the Callander Community Center. St. Andrew's is closed for the 8th and also the 15th to allow the Worship Team and congregation to attend Caitlin's ordination in Sudbury. We are back at St. Andrew's for June 22, which is the 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, there will be a Linger Lunch after worship.

Caitlin has been gifted with a beautiful ordination stole created by our very talented Donna Landry. Over the past few Sundays, the congregation has been encouraged to write blessings on coloured index cards to accompany the stole to the ordination. The blessing cards will be housed in a lovely vintage wooden box provided by Derek Stott.

St. Andrew's is closed June 29 and all of July. The congregation is asked to remember that church expenses continue during this time 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, "Devotions for a Summer Sunday", based on the poetry of Mary Oliver. This was inspired by the Divine Poetry series held during Advent and Lent. By request, Sam, Lizzie and friends will return to worship.....thank you, Lorie Fairburn! August 31 is a designated Fifth Sunday, scheduled to be held at Carmichael UC.

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

The Monday study program, Reading the Bible in One Year, led by Tim Robertson and Marg Reid continues to meet weekly. Feedback continues to be very positive!

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

Sunday refreshments have resumed in the chapel. Not a week goes by where there isn't a comment about the lovely, welcoming space! Thanks to Jean Jamieson and her team Who continue their amazing work in the parlour! We are grateful for such beautiful, airy, restful spaces! We are still trying to establish a roster where a different team of folks provides the refreshments once a month.

Congregational Life has recently catered two 90th birthday parties in the gym. Both were joyful, lively celebrations.

A Linger Lunch is planned following worship on June 22. We are also planning our annual Strawberry Social for the end of June.

The first draft of the new fee schedule is under review. We hope to have it finalized in the next few weeks. Janet has been asked not to quote for catering until the new schedule is in place.

A clean-up day for the kitchens is scheduled for July 3 when the church is closed.

Pastoral Care: Donna Landry (chair)

Pastoral visits with Caitlin and Donna continue. Lorie Fairburn, Mary Marrs and Trish Mills have also been active in this regard. Liz Brownlee has been in touch with a number of home-bound folks. The summer cards are under construction and will be written by the card ministry team in early June. At present the postal strike is limited to work-to-rule, so we are hoping to get those cards out before the situation escalates.

Submitted by Liz Brownlee

Appendix VI



**Loaves & Fishes Community Food Bank
 Report to Council May 28, 2025 Meeting**

2025	# of Clients	2024	# of Clients	% Difference	2025 # of Students	2024 # of Students	% Difference
Apr 3	61	Apr 4	79	-22.8%	5	16	-68.8%
Apr 10	66	Apr 11	59	-11.9%	16	27	-40.7%
Apr 17	81	Apr 17	91	-11.0%	10	8	25.0%
Apr 24	79	Apr 25	70	12.9%	5	6	-16.7%
	287		299	-4.0%	36	57	-36.8%

Total Visits

2025	287	36	323
2024	299	57	356
	-4.0%	-36.8%	-9.3%

2025 New Clients	17
2024 New Clients	21
	-19.0%
2025 New Students	0
2024 New Students	9
	-100.0%
2025 Volunteer Hours	328
2024 Volunteer Hours	313
	4.8%

In-Kind Donations

2024 Food Rescue	\$1,100.00	2025 Food Rescue	\$4,800.00	336.4%
2024 In-Kind Donations	\$841.00	2025 In-Kind Donations	\$766.00	-8.9%

Overview of Activities

- Successful Volunteer Appreciation Lunch - May 1, 2025
- Volunteers received a certificate of appreciation from MP Anthony Rota, MPP Vic Fideli and Mayor Peter Chirico
- Anonymous donor made it possible to order aprons for The Café
- Participating in TP North Bay Campaign and will assist at Metro on Saturday, May 31, 2025
- One of our volunteers told us that she has been clean for 11 months because of the people at Loaves & Fishes
- Summer Hours - closed July 3, 10, 17, 24, and will reopen on July 31st

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

Appendix VII

Minister's Report April 2025

Happy Easter and Spring Season!

With the seasons of Easter and spring come signs of new life and new growth, as we have been seeing as a community, all around us, and as we experienced as a cleanup team on Saturday, May 24th. Thank you to all who helped out!

Thank you all for your unanimous yes, to offering 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 share 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!

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 we support and get to know our neighbours.

The local clergy and party planners continue to plan the events and worship surrounding our 100th anniversary celebrations in June, and throughout the year. Donna Sinclair will be providing a press release with quotes and photos to spread the word. It will be available May 30th!

Our time as a council working with Diane Matheson-Jimenez, will be finishing up soon, as we will have many of the tools and skills we need to strategically plan into the future. Next month we will be coming together for one last session on Strategic planning 101, with some ice cream including dairy free options! Please bring your favourite topping to share!

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.

All my best, Caitlin Smithers