

**ST. ANDREW'S UNITED CHURCH COMMUNITY OF FAITH
CONGREGATIONAL BOARD MEETING MINUTES
JANUARY 19, 2021 ZOOM**

Chair

Secretary

ZOOM AND PHONE PRESENT: Alain Beaudin, Janis Peters, Paul Holder, Rich Cooke, Joan Cooke, Doris Coulter, Bob Thomas, Donna Dunlop, Dave Lelievre, Ken MacDonald, Tom Allin, Barbara Brockway, Laurie White, Cindy Juriga

REGRETS: Diane Cowley, Marilyn Atanas

WELCOME – Alain welcomed and thanked everyone for joining the meeting and lit the Christ Candle in his home.

DEVOTION: Janis Peters read an excerpt from Holding God's Hand, "Spread Encouragement" by The Editors of Guideposts.

AGENDA REVIEW – approved as distributed.

PREVIOUS MINUTES

MOTION was made by Janis Peters that, "the December 15, 2020 Board Minutes be approved as distributed." Seconded by Donna Dunlop. Carried.

BUSINESS ARISING FROM PREVIOUS MINUTES

BASEMENT LIGHTING CONVERSION – See Building & Grounds Report. This project will be completed as planned.

2021 BOARD MEMBERS – Bob Thomas, Chair of the Nominating Committee, reported that

- Paul Holder, Dave Lelievre, Leon Mitchell, Ian Waltenbury, Jim Pollock, Marie Hill, Marilyn Atanas, and Rich Cooke will be coming off the Board as of January 31, 2021
- Lenore Lennox, John Lennox, Cathy O'Neill, Irene Mordeca and Nathan Best are coming on the Board as of January 31, 2021.

Bob will update the Board and Committee lists and send out to all involved.

LIVE-STREAMING – See Building & Grounds Report

ANNUAL MEETING – Zoom, 11:15 a.m., Sunday, January 31, 2021. Discussion took place around voting options during the AGM. It was agreed that "a show of hands" procedure will take place.

DEFERRED AGENDA ITEMS

PEW CUSHIONS - deferred

HFRC COVENANTING AGREEMENT – submission deadline in spring 2022

RICK HANSEN FOUNDATION ACCESSIBILITY CERTIFICATION APPLICATION – The visit will be rescheduled later in 2021

CORRESPONDENCE

LETTER FROM LAURIE WHITE – confirming her retirement date as June 30, 2021.

LETTER FROM HFRC - Alain reviewed the contents of the December 2020 letter and will send this document to Board Members. Items will be addressed and action taken by St. Andrew's as necessary.

NEW BUSINESS

ZOOM PURCHASE – Alain requested that this App be purchased for one year as opposed to him registering and paying monthly. The cost would be \$40 less for a one-year registration.

**MOTION was made by Janis Peters to, “purchase a one-year subscription to Zoom at a cost of \$200.”
Seconded by Bob Thomas. Carried.**

SOFTWARE 4 NONPROFITS – Alain, 2021 Treasurer, explained the two programs (Accounts and Donations) and how they would enhance the St. Andrew's financial operations and support the Treasurer and Finance/Stewardship Committee volunteers. Question? Can the current data be transferred easily to these new software programs? Yes.

MOTION was made by Rich Cooke that “St. Andrew's upgrade Software 4 Nonprofits app to ‘Donation’ software On Demand at \$110/year and purchase Software 4 Nonprofits app ‘Accounts’ software On Demand at \$220 the first year and \$110 every year following.” Seconded by Paul Holder. Carried.

NEW SEARCH COMMITTEE – UPDATE – Bob Thomas spoke to personnel from Pastoral Relations, HFRC. He made this contact to review our previous Search protocol and procedure to determine if and where we can improve and ensure success with the upcoming Search.

Discussion and Comments

- When will the Needs Assessment, Profile, etc. be ready to move forward? NA Chair will present these documents to the Board at the March 2021 meeting.
 - Do we need a meeting with a Regional Pastoral Relations rep to ensure success of this Search?
- HFRC suggested possible St. Andrew's ministry personnel options -- F-T Minister and ½ time Minister or F-T Minister who has strong leadership skills with pastoral care and youth or a F-T Minister and a youth leader church employee not Ministry personnel. A new Team Ministry is highly unlikely. NOTE – from November 17, 2020 Board Minutes -- *MOTION made by Tom Allin that, “St. Andrew's continue to benefit from Team ministry by calling a new ministry team of 1 ½ positions.” Seconded by Rich Cooke. Unanimously Carried.*
- - Is it possible that Interim Ministry may be needed for 2 – 3 years if we cannot move forward with this new search?
 - Concern was expressed that we have become stalled with this search process. The amount of work needing to be accomplished and the short period of time before the July 1 hiring deadline are tight. NA Chair indicated that it is a matter of following the process and not panicking.

COMMITTEE REPORTS

BUILDING & GROUNDS

Routine maintenance and periodic security checks continue. The custodian has agreed to cut his hours and charges by half, starting in February, until the Church reopens. Refinements to the "live streaming" continues, as the bugs are worked out, but is hampered by parts not being available. The lighting project is being delayed due to the unavailability of equipment, and the electrical works are delayed by the Contractor, who sees our works in a closed Church as having a lower priority than his other health related projects.

Board Minutes January 19, 2021

CHRISTIAN DEVELOPMENT

1. Final Inside Out Church was held Dec. 20 -- simple Living Nativity, complete with a Guide Dog Sheep! Inside Out church could resume later in winter/spring depending on the lifting of the Provincial "Stay at Home Order".
2. Ten stockings were filled and delivered to Wesley Preschool on Dec. 18th, as our youth group usually does. Thanks to Terry McNally for donations. Each child received 3 new books, and an additional 3 boxes of books were donated thanks to Book Depot and Jennifer Harwood.
3. Laurie has attended Group Committee meetings for 1st Hamilton West Mountain scouting -- Beavers, Cubs and Venturers continue online, while youth members of the Scout group have withdrawn from online and will resume once in person meetings are possible. Hoping Scouting & Guiding can have a present in our online church service on Feb. 21, which would normally be Baden Powell/Thinking Day Sunday.
4. Drive-by "Sock it to me" is being planned for Sunday, Feb. 21, 1-2 pm in the back parking lot at St. Andrew's. New socks in packaging please. For Wesley Urban Ministries, and for the warming & hygiene center at New Vision UC.
5. CD Discussing what we can offer to support people, while recognizing that our families and kids are already spending their max time online for school/work.
6. May 1 "One Stop Shopping" event is still being planned as an outdoor event on the church lawn, depending on Provincial health rules at that time.

FINANCE COMMITTEE

2020 BUDGET PERFORMANCE

Planned revenue as of December 31 was approx. **\$44,500** below budget, offset by the reduction in Human Resources costs, & under budget spending in B & G, Christian Development & Worship.

In addition, applications were made to the CRA for CEWS subsidies. To date we have received \$50,840.90 in cash plus a UC of C payroll credit of \$2,487.45 for a subsidy grand total as of Dec. 1 of \$53,328.35. The final claim for December has been filed & we will receive an additional \$3876.44.

Offerings increased significantly to approx. \$25,000 in December compared to the previous months, but ended the year \$30,000 below budget.

\$40,000 in cash was entrusted to the Trustees who have invested this in a 180 day GIC at 0.75% & Matures in April 2021.

Maria has forwarded the year-end Financial Reports & the previously approved 2021 budget to Josie for inclusion in the Annual Report. The Finance & Stewardship Annual Report has also been forwarded to Josie.

MINISTRY AND PERSONNEL – No report

OUTREACH – No report

PASTORAL CARE/FRIENDLY VISITORS – No report

TRUSTEES' REPORT

MEMORIAL FUND

Revenue for the 12 months totaled \$2,253, \$2,243 from donations & \$10 in interest. Expenses Nil. The balance in the fund is \$4,197.

TRUSTEES' FUND

Revenue for the 12 months was \$58,277 consisting of \$5,206 in GIC interest, \$3,874 in Building Fund GIC interest, \$40,000 in entrusted Operating Fund monies, \$43 in bank interest, & \$9,104 transferred from the Operating Fund to cover the insurance premiums. Expenses for the period were \$5,276 for insurance for 2020, \$216 brokerage fee, \$2,036 for 2021 insurance premiums, \$3,874 in Building Fund GIC interest rolled over, & \$40,000 for the purchase of an Operating Fund GIC.

The balance in the fund is \$269,696, an increase of \$2,957 for the year.

As GICs matured, it was learned that interest rates have dropped substantially. Rather than draw monies from GICs, the Board approved the transfer of sufficient monies to pay the insurance premium for 2021.

Our year-end report has been submitted to Josie as requested.

UCM – No report

UCW – No report

WORSHIP – No report

MINISTRY TEAM

KEN MACDONALD – “Fishing Tips” group will reconvene on January 27th, 7 p.m., Zoom. Everyone is welcome to join the discussion of how we can continue to grow, move forward, and build St. Andrew’s.

LAURIE WHITE – is looking at different ideas of supporting our youth. Now that they are doing on line learning, it is hard to ask them to also meet on line as a Youth Group. Laurie is going to write “handwritten letter” to every youth as a means of support and letting each one of our youth know they are supported in this difficult, isolated time.

Adjourned 8:30 p.m. with Laurie closing in prayer.

AGM Sunday, January 31, 2021
Board Meeting: Tuesday, February 16, 2021