

MINUTES OF THE ANNUAL CONGREGATIONAL MEETING
St. Andrew's Presbyterian Church, Sackville, New Brunswick
Sunday, February 6, 2022

Place and Time

The Congregation of St. Andrew's Presbyterian Church, Sackville, New Brunswick held its annual meeting at the church on Sunday, February 6, 2022 at 12:15 in the afternoon, with some people attending virtually, via Zoom.

Attendance:

Present: Rev. Jeff Murray, Helen Amos, Mary and Paul Bogaard, Jean Cameron, Barb and Lew Clarke, Beth Cockburn-Savoie, Elizabeth Craig, Richard Fillmore, Barb Jardine, Mona Meldrum, Anne and Art Miller, Brian Neilson, Laura Snyder, Debbie Stewart, Linda Trentini, and Marc Truitt.

Rev. Murray, Chair, opened the meeting with the reading of Colossians 3:12-16, followed by prayer. In his remarks on this passage, he provided an introduction to the self-assessment process in which the Session has been engaged, and invited the congregation to participate by answering a set of questions during the month of February.

Secretary:

It was moved by Brian Neilson and seconded by Mona Meldrum, that Laura Snyder serve as Recording Secretary for the Annual Congregational Meeting. Carried.

Agenda:

It was moved by Linda Trentini and seconded by Paul Bogaard, that the agenda distributed with the *Annual Reports for 2021* be adopted. Carried.

Minutes:

It was moved by Mary Bogaard and seconded by Art Miller, that the minutes of the Annual Congregational Meeting held on February 7, 2021 distributed with the *Annual Reports for 2021* be adopted. Carried.

2021 Reports:

It was moved by Anne Miller and seconded by Mona Meldrum, that the following 2021 reports be adopted as distributed: Atlantic Mission Society and Ladies' Aid, Atlantic Mission Society Financial Report, Board, Flower Committee, Greeting & Reading, Ladies' Bible Study, Library & Archives, Music Support, Publications, Session, Social Committee, and Teddies for Tragedies. Carried.

Nominating Committee Report:

The Nominating Committee report was presented by Linda Trentini.

It was moved by Linda Trentini and seconded by Barb Jardine, that the Recommendations 1 to 7 be adopted by consent. Carried.

1. That Barbara Jardine and Alex Whitla be appointed to the Board of Managers for a three-year term (2022-2024).
2. That Linda Trentini be appointed as Chair of the Board of Managers for 2022.
3. That Anne Miller be re-appointed as the church Treasurer for 2022.
4. That Alex Whitla be re-appointed as Secretary of the Board of Managers for 2022.
5. That Elizabeth Millar be appointed Envelope Secretary for a one-year term (2022).
6. That Becky Estabrooks be appointed as the Financial Reviewer for 2022.
7. That Richard Fillmore be re-appointed as a Trustee for St. Andrew's for a three-year period (2022-2024).

Linda Trentini noted that Art Miller is stepping down as Chair of the Board of Managers after 11 years of dedicated service in this capacity. She listed just a few of the many wonderful things that have been accomplished under his leadership during this time, including the installation of the elevator and the renovation of the washroom. Rev. Murray also commended Art Miller for his dedication, leadership, stewardship, and guidance as Board Chair.

It was moved by Linda Trentini and seconded by Barb Jardine, that all other nominations and the Nominating Committee report as a whole be adopted. Carried.

Financial Reports and Review:

Anne Miller presented the financial statements. 2021 was an amazingly good year for St. Andrew's, financially. The Operating and Building & Reserve funds ended the year with nice net gains. Donations to the Operating fund were 98% of the budgeted amount, and additions to the Building & Reserve fund included a large estate bequest, as well as other generous gifts. During 2021 total revenue received was \$113,351, while expenses totalled \$88,966, for a net gain of \$24,385. Anne noted that B&R expenses were higher than budgeted, due to needed replacement of the furnace thermostat in the church and a couple of appliances in the manse.

It was moved by Anne Miller and seconded by Art Miller, that all Income and Expense statements for 2021 be adopted as distributed. Carried.

Anne noted that our assets have taken a nice jump in the past two years, but our liabilities are also higher. A total of \$60,000 has been received in CEBA (Canadian Emergency Bank Account) loans. \$40,000 of this will need to be paid back by the end of 2022, and the remaining \$20,000 will become income.

It was moved by Anne Miller and seconded by Paul Bogaard, that the Balance Sheet, and Financial Review for 2021 be adopted as distributed. Carried.

Anne Miller reported that the proposed budget for 2022 is about \$10,000 higher than for 2021.

Linda Trentini took over as Chair while Rev. Murray vacated the room for discussion of the payroll budget. The Board has proposed in the 2022 budget to have Rev. Murray return to full-time status, and the Session is in agreement with this. The resources are currently available to support this increased cost and Rev. Murray has indicated his willingness to return to full-time ministry. In discussion, Anne clarified that we would be paying at the top of the minimum stipend schedule. This will increase every year, based on the COLA (cost of living adjustment), and we would aim to stay committed to that. Based on our current financial situation, this change is definitely affordable at this time. Linda Trentini noted that Rev. Murray should be encouraged to utilize his Continuing Education allowance. This amount is required by the PCC and is used for formal programs such as courses and workshops. The Professional Development line is an extra allocation that we provide, and is generally used for book purchases.

It was moved by Anne Miller and seconded by Paul Bogaard, that the payroll budget be approved as submitted. Carried, in a unanimous vote.

Rev. Murray returned to the meeting as Chair.

Continuing with her presentation of the rest of the 2022 budget, Anne Miller explained that the aim is to have about \$1000 per month in revenue for the Building & Reserve fund, in order to cover normal maintenance costs. Additional funds will be required to replace the roof.

Anne also noted that there is currently \$8000 in the Memorial Fund. Linda Trentini presented a proposal from the Board to utilize these funds to purchase audio-visual equipment that will improve capabilities for livestreaming and recording of services and other events. A vendor has met with the Board and proposed a basic system for the church that would cost around \$8500, including equipment and installation. A few questions were raised and answered during discussion. The system will not require upgrading of our current WiFi service. No regular maintenance of the system will be required, though repair or replacement of components may be required later. Our current insurance policy will include coverage for this equipment. A security system for the church is not currently part of this proposal. Linda Trentini will investigate this possibility; it would require an additional quote. She will also inquire about the feasibility of leaving the camera on when the building is closed, to record incidents of concern.

It was moved by Linda Trentini and seconded by Paul Bogaard, that the Board be authorized to proceed with this project, to be funded by the Memorial Fund. Carried.

In concluding her financial report, Anne Miller noted that our collective giving to missions such as Presbyterian Sharing and PWS&D increased in 2021. The current system of basing these contributions on designated giving rather than specific budgeted amounts seems to be working well.

It was moved by Anne Miller and seconded by Art Miller, that the Budget for 2022, totalling \$111,849.00, be approved. Carried.

Brian Neilson asked whether an energy assessment could be done on the manse, in order to get some money back on later improvements such as replacement of windows. An energy assessment was done some years ago; it might be a good idea to have another assessment and also to have the church building assessed. This was received as a suggestion for further investigation by the Board.

Rev. Murray thanked Anne Miller for her thorough, clear report and her continued excellent service in her work as treasurer.

New business:

Mary Bogaard thanked Rev. Murray for another year of extraordinary leadership.

There being no further business, Rev. Murray called for a motion to adjourn.

It was moved by Mona Meldrum and seconded by Brian Neilson, that the meeting be adjourned. Carried.

Rev. Murray closed the meeting with prayer at 1:15 p.m.

Respectfully submitted,

Laura Snyder
Recording Secretary