

## Agenda /Minutes

<b>Meeting Type:</b>	FAUC Governing Council - Zoom		
	Recording Secretary: John Ryerson		
<b>Date:</b>	Feb 8, 2022 4:00 pm		
<b>Attendees:</b>	Rev. Douglas duCharme, Steve Dunk, Amanda Hancox, Laura Schlee, John Ryerson, Katherine Dalziel, Vicki Stuart, Allan Hux, Mary Ellen Richardson (Chair)		
<b>Regrets:</b>	Derek Wishart	<b>Time:</b>	4:00 – 6:00

1. **Opening prayer/reflection** – Douglas duCharme
2. **Guiding principles** review by Amanda Hancox
3. **Approval of minutes** Nov 23, 2021  
 Moved by Vicki Stuart  
 Seconded by Allan Hux  
 Approved
3. **Financial Update and budget approval for 2022** – Steve Dunk  
 The year end consolidated financial report was circulated in advance to be included in the annual report to the community of faith. Statements reviewed by Bill Dines and Steve Dunk

Steve Dunk presented the 2022 budget. Appended

On the revenue side projection reflects a reduction in donations, last year generous donors made large one off gifts.

The budget covers an investment in Ministerial capacity increase and transition support.

Inflationary pressure on fixed costs like service contracts and utilities, an increase of \$6000 in UCC support . has allowed for a stabilization of contributions from fluctuating contributions based on gifts and earned revenue. And a 35% increase of insurance \$4000 . UCC treasurers meeting last week have launched investigation into options.

Capital budget: The aging building and surprises continue to be a challenge. Fire code retrofit work will be finished this year. A recent water problem is under investigation.

The deficit projection of \$192,000 is covered by Trustee investment earnings. ?

Markets have been robust the past two years, maintaining our investment portfolio.

Relative to many other churches impacted by the pandemic we have fared well with government grants and generous donors. Prudence going forward is necessary.

Motion to approve the budget for 2022

Moved by Amanda Hancox

Seconded by Vicki Stuart

Approved

Steve Dunk left the meeting

4. **Business brought forward**

“Contract support: The following enabling motion is presented for approval:

To approve entering into short term contractual agreements for incremental resources to support the re-entry into the building, provide additional ministerial support, and technical and administrative expertise to support hybrid program offerings. The dollar amount is up to \$100, 000 for 2022. All position job descriptions and contracts will be prepared by HR&R”

5. **Future plans:** Next steps to June 2023 – Mary Ellen Richardson and Douglas duCharme.

An update on the members of the new Transition Team, and their work towards a plan was provided. The plan goals have been adjusted to reflect the significant operational challenges that face the church post COVID, and within the period of Douglas’ extension to June 30, 2023. See appendix.

Appointment of Transition team members

Morrey Ewing, Amanda, Hancox, Steve Dunk, Mary-Ellen Richardson, Douglas duCharme , Philip Blackford and Maureen Davey

Moved by Katherine Dalziel

Seconded by Allan Hux

Approved

6. **Governance**

AGM Agenda is the same as last year subject to GC and Trustee slates

Board nominations – Mary -Ellen Richardson

Laura Schlee is not returning, John Ryerson and Sandy Giles will Co Chair Embrace Action . All others are staying on. There was discussion about the need for recruiting replacements for 2023 and beyond. All Council members are encouraged to work towards their own replacement as good governance practice. We have space on Council to add persons at anytime i.e. not just wait until an AGM. If committee leads wish to recruit volunteers, they are encouraged to a) prepare some documentation of the needs, the skills/experience and use Greetings as a vehicle to ask people to contact them if interested and b) reach out individually to people of interest and c) feedback any committee changes to John Ryerson so that we can continue to have an updated list of need for the AGM.

Annual report lead is Jim Pollock. Deadlines for content was circulated by Jim

7. **Reports**

- HR&R Report by Katherine Dalziel  
Katherine reported that our custodial support staffing has been realigned to workload since our building use has changed.  
Two committee members of the HR&R Committee and Amanda Hancox are working with Joanne with a goal to reducing her weekend hours.  
Thanks was conveyed for Elaine Perkins technical support for the on line services.  
Rev Jean Ward has been given contract through to June 2023 for 20 hours per week, to support Ministry and the transition process.
- Vaccination Policy for staff is coming forward and will reflect the changes that have occurred legally on employer’s rights in recent weeks.

Steve Dunk returned to the meeting

- Reopening – The date for the next potential reduction of provincial restrictions is February, the next meeting Feb 23
- Property – Vicki Stuart - sent in advance  
The Property Committee’s Tom Gifford, did an exhaustive search of records and some probing to confirm that Fairlawn was in compliance with the removal of an old oil tank in the early 2000’s on the east lawn. The following motion from GC to convey to the Trustees is proposed

That Governing Council accepts and approves the report provided by Property Council as to the existence of an underground oil storage tank and recommends at this time to the Trustees that no further action be taken for testing in respect of a possible tank

Moved by Vicki Stuart  
Seconded by Amanda Hancox  
Approved  
(Conveyed to Derek Wishart)

- Embrace Action – Laura Schlee - report sent in advance
- Pastoral Care –Jan Schlee -report sent in advance, to be continued as a regular report
- Region Liaison – no report
- Explore Spirituality – Amanda Hancox – report sent in advance
- Cluster – John Ryerson , Next meeting Mar 8<sup>th</sup>
- Communications-Gary Schlee- report sent in advance

#### 8. **Other business**

##### Celebrations

Laura Schlee made the top ten CPA Emerging Leaders list

Laura conveyed her appreciation to Governing Council for her experience with a wish to get together . John to find a date on or about April 24.

#### 9. **Future meeting dates**

May 17, Sept 13, Nov 22 and a planning session Saturday Oct 22 late morning

Future agenda items: policy handbook deferred to Oct. John Cowan report on online Ministry will be considered by the Transition Team., when it is practical and logical to do so.

10. Guiding principles review of meeting - Amanda

11. Adjournment Moved by John Ryerson

#### **Appendices**

##### **Report of the New Transition Team – 2022-2023**

Fairlawn Avenue Governing Council – 8 February 2022

After the decision was made at the end of October 2021 by Shining Waters Regional Council to renew Rev. Douglas duCharme’s Intentional Interim Ministry appointment with Fairlawn through to June 2023, efforts resumed to return us to the Transition work that had been overtaken in some (but not all!) respects by the various pandemic waves.

Building on the core team who had worked from January–October 2021 to negotiate the IIM extension, attention turned to: identifying the Transition work on the March 2020 Transition Goals that had been accomplished in 2020-2021; revising those Transition Goals in light of our changed context; developing a work plan for what remained to be pursued, and; approaching a number of people to consider being a part of the 18-month resumption of Transition work on Fairlawn’s future directions and strategic planning.

Preliminary discussions were also held with Toronto United Church Council staff, Ron Ewart, Jill Strapp, and Susan Graham-Walker to explore how TUCC might assist Fairlawn by taking on a body of consulting work with us to guide a decision-making process involving broad congregational input and discussion. The intended outcome of that process would be a decision among the future options that were identified in the course of the work that Governing Council did with Jerry Hogeveen in early 2021.

Following preliminary discussions with TUCC, an expanded new Transition Team then met on 17 January 2022. A meeting of the new Transition Team with TUCC will take place over a ½ day on 29 January 2022 to work towards a work plan covering the period through to September 2022.

As context for beginning this new, third phase of Transition work, a document outlining “the story to here” was prepared - Background to Transition Work 2022-23. This has been shared with Transition Team members, TUCC, and has been circulated to Governing Council. As it outlines, the work that is resuming is clearly building upon the work of the initial Transition phase (2018-2020), the Community Research Project “Taking the Call Forward” (2019), the work that the Governing Council did in 2021 on vision and strategic priorities with Jerry Hogeveen, and the identification of clear options or scenarios for Fairlawn’s future that was one of the outcomes of those sessions.

The specific role of TUCC in the next few months will draw upon their long and varied experience in working with congregations to develop a compelling and positive narrative for an alternative future. For Fairlawn, that future will be built on viable options that the congregation identifies as being shaped by its mission and identity. This will be informed by the work GC has done to condense potential future directions down to three broad scenarios.

The work with TUCC will seek to equip the congregation: to clarify and refine those options; explore the viability of each, and; provide effective opportunities (both on-line and in-person as we are able) for broad congregational involvement and feedback throughout the decision-making process.

Alongside this, the work with TUCC will also allow Fairlawn to begin to develop a clear and compelling Community of Faith Profile that will inform the search for a new minister in 2023. The plan is for that document to be submitted to the United Church’s ChurchHub by September 2022.

Apart from the work plan being developed with TUCC, the Transition Team has now revised the seven Transition Goals that had been approved by Shining Waters in March 2020, and work will be done on those aspects of the Goals that are not covered by the work with TUCC. The revised Transition Goals will be shared with Shining Waters in February 2022 through their liaison on the Transition Team, Chris Bennett.

As even a short summary makes apparent, managing the scope of this multi-faceted Transition work – particularly as we try to peer into a future beyond immediate pandemic restrictions – will require a significant amount of discipline.

It will also require renewed work on strengthening communication, both within Fairlawn and with the community around us. That is already receiving attention through the timely work of preparing the 2021 Annual Report, which includes identifying our core message as Fairlawn looks forward and works to equip our faith community with the directions and the tools that will guide our way into a somewhat different, but certainly promising and lively future.

In conclusion, the Transition Team asks the Governing Council to approve the following people as members of the 2022-2023 Transition Team:

Philip Blackford, Maureen Davey, Steve Dunk, Morrey Ewing, Amanda Hancox, and Mary Ellen Richardson, with John Cowan as a corresponding member, and Rev. Douglas duCharme as Transition Minister.