

Cochrane Street United Church Annual Congregational Meeting

Meeting held at Cochrane Centre's sanctuary,
81 Cochrane Street, St. John's, Newfoundland

October 14, 2020

Attendance: Attendance was taken by the AGM Secretary. There were 14 persons in attendance.

The meeting started at 7:05 PM. The Cochrane Street United Church (CSUC) Annual Congregational Meeting (ACM) agenda, 2020 nominations, and the annual report for 2019 were distributed by congregational email on October 6, 2020, as well as made available before worship service on October 4 and October 11, 2020, and at the commencement of today's ACM.

1. CALL TO ORDER

The meeting was called to order by Jim Oakley who advised the congregants that if the ACM is not completed by 9:00 PM, unless a motion to continue is made, a congregational meeting to complete outstanding items will be held at earliest next date.

ACM Chair noted that there were insufficient members in attendance for quorum. Stephen Jewczyk, Chair of CSUC Council, recommended that the meeting go ahead. A brief congregational meeting will be held after worship service to confirm the motions that will be passed at today's meeting. The draft minutes of this meeting will be prepared and distributed prior to the November 8, 2020, meeting. This approach was agreed to unanimously by those in attendance.

2. ELECTION OF CHAIR OF CONGREGATION AND AGM SECRETARY

Reverend Miriam Bowlby then opened the meeting with the election of the Chair of the Congregation (Chair) and Secretary of the Annual General Meeting.

Motion: to elect Jim Oakley as Chair of the Congregation moved by Stephen Jewczyk/Heather McMaster. Motion Carried.

Motion: to elect Robyn McMaster as Secretary for the AGM moved by Tim Reynolds/ Stephen Jewczyk. Motion Carried.

3. OPENING PRAYER & MOMENT OF SILENCE

Rev. Miriam Bowlby led the congregation with a Prayer for Guidance and a moment of silence for members who passed away in 2019.

4. APPROVAL OF AGENDA

Motion: to approve Agenda as presented, Moved by Stephen Jewczyk/Heather McMaster. Motion Carried.

5. APPROVAL OF AGM MINUTES OF March 24, 2019 - - CHECK DATE ON 2019 ACM minutes

Motion: to approve Minutes from AGM of March 24, 2019, with adjustment to date of minutes that were in the heading as March 26, 2017, moved by Stephen Jewczyk/Linda Facey. Motion Carried.

5. a BUSINESS ARISING FROM THE MINUTES

There was no business arising from the 2019 ACM and Congregation Meeting minutes.

6. ACCEPTANCE OF 2019 FINANCIAL STATEMENTS

CSUC Council's Treasurer, Tim Reynolds, was pleased to present the report to the congregation. However, CSUC continues to struggle to meet its budgetary expectations – more and more pronounced every year. This is not sustainable. Our congregation is too small. We have to get bigger or increase funds in a different way in order to

get back to fundraising levels that were met in the past. If CSUC doesn't meet its revenue targets, ministries will have to be reviewed and potentially reduced.

REVENUES AND EXPENDITURES

Regular givings were \$103,083.00 – a \$10,000.00 drop from 2018. A considerable amount of this decline was because of Snowmageddon 2020 – no Christmas services or concerts.

Special givings are mostly the memorial givings.

Fundraising is still well below target for 2019. Expenditures were able to be reduced a little bit, but not enough.

ASSETS AND LIABILITIES

From the second page, - \$6,116.00 is carried over to Page 4. Current cash for 2019 is \$14,654.00 – CSUC's lowest fluidity yet. Ninety-five percent (95%) of marketable securities is Peters' Organ Fund. There is also a grant from the National Church about 3-4 years ago that still hasn't been used for the project, Embracing The Spirit.

The \$112.00 for the UCOF Picnic is part of cash assets.

OPERATING ACTIVITIES

There is a negative number for operating activities which transfers over from Page 2 to Page 5. This page basically summarizes the flow of the funds through to the cash at year end.

CONTRIBUTIONS TO PARTNERS

Another part of operations is the money given to CSUC partners. A special service was held at Cochrane Centre in the spring in which money was raised for them.

The assessment is kept lower when total revenue is lower.

Motion: to accept 2019 Financial Statements, moved by Tim Reynolds/Heather McMaster. Motion Carried.

7. APPROVAL OF 2020 BUDGET

Employee related expenses of \$102,277.00 are a little off from Winsor Coombs, but that's because Tim Reynolds calculated his differently. There are a few mitigating factors. The employee related expenses were reduced by \$7,000.00 due to Rev. Miriam Bowlby being on leave from September 2019 into March 2020. As well, the Music Ministry expenses were less due to not having choral scholars during that same time span.

Tim has the bank carry-over included, which accounts for the difference in revenue.

Fundraising continues to be a challenge.

Patricia Young enquired about the account for the project, Embracing The Spirit. Tim responded that an application was sent to the National Church for \$5,000.00 to find ways to reach out to the community and generate interest in CSUC.

CSUC must determine how to deal with the deficit dilemma to maintain its ministry and other expenses. Only about \$14,000.00 is in the bank which is why CSUC Council has been encouraging people to volunteer and come up with ideas to raise money.

Pages 16 and 17 of the 2019 ACM Report are a detailed breakdown on how the funds are used. This is how the budget is broken out so anyone can see how the money is spent.

Funds for the Peters' Organ Fund have increased from \$48,561.45 to \$54,413.21.

Tim noted he missed an error by the accountants. A very small amount of funds from operating budget was from operations expenses.

Fraser Ellis enquired whether Cochrane Street United Church would have to close due to its ongoing financial situation. Tim replied that, with exception of the significant deficit in fundraising, the church is generally meeting its financial obligations. However, this situation cannot continue as we are continuing to decrease our financial resources year over year and we are at a stage where we will have difficult decisions to make. However, givings are up, including special purpose givings, so CSUC is in very good shape for this time of year – better than other years. But fundraising remains a challenge. CSUC cannot operate without it. It's a fundamental requirement.

The Canadian Employment Wage Subsidy from the federal government helps. This only keeps CSUC afloat until a solution is found. We would not have been here today if Rev. Miriam had not taken unpaid leave from January to March, 2020.

The congregation is too small to do this on givings alone. Another solution is needed and quickly. CSUC has been skating on ice for a long time. The account cannot go any lower. We are in dire straits.

Sandy Stavlo asked if there was any movement in amalgamating churches. Tim said there was nothing being done. CSUC is an older congregation and doesn't have the strength to do the traditional things it used to do. A viable way needs to be found in order to raise extra revenue or make expense adjustments.

Motion: to approve 2020 Budget, Moved by Tim Reynolds/Robyn McMaster. Motion Carried.

8. APPROVAL OF AUDITORS FOR 2020

Motion: to approve Winsor Coombs (merged with MNP since June 1, 2020), as Official Accountants for 2020 moved by Tim Reynolds/Stephen Jewczyk. Motion Carried.

9. ACCEPTANCE OF REPORTS IN 2019 ANNUAL REPORT

Motion: to approve all reports moved by Heather McMaster/Paula Reynolds. Motion Carried.

10. ELECTION OF CHURCH COUNCIL FOR 2020

A nominations report was presented to the congregation with names of nominees for the various individual positions. The Chair went through each position that was to be voted on at the Congregational meeting.

Stephen Jewczyk informed attendees that Cheryl Sullivan Critch has asked to be a nominee to be a representative on behalf of CSUC on Bridges To Hope Board.

NOMINATIONS FOR 2020 CHURCH COUNCIL:

| | |
|-------------------------|--------------------------|
| Chair, Church Council: | Stephen Jewczyk. |
| Vice-Chair: | VACANT |
| Secretary: | Robyn McMaster |
| Treasurer: | Tim Reynolds |
| Property Committee: | VACANT |
| Ministries: | VACANT |
| Worship: | Paula Reynolds |
| Ministry and Personnel: | Judy Kay |
| Regional Council Reps: | Karen Critch, Bill Evans |

This section does not require elections as they are on the council by position or appointment from another group:

Men's Club Rep: Fraser Ellis
Women's Groups: Linda Facey
Trustees Rep: Jean Brown
Chair of the congregation: Jim Oakley
Minister: Rev. Miriam Bowlby

The following outreach programs require representatives:

General Protestant Cemetery Committee: VACANT
Bridges To Hope Incorporated Ministry: Cheryl Sullivan Critch

Motion: to approve Nominations for 2020 Church Council, moved by Stephen Jewczyk/Paula Reynolds. Motion Carried.

Sandy Stavlo wished to know whether the property committee was necessary since First Light now manages the building and the congregation does not own any property.

Stephen Jewczyk explained that we are still using an old governance model with respect to CSUC Council. The governance model needs to be revised to reflect the changes in the church and the congregation. As a congregation, CSUC doesn't really own a property anymore except decorative and liturgical items and certain furniture. The members of the congregation are members of Cochrane Centre. So if there's a concern about the property, they can raise it to the Cochrane Centre Board.

In response to a question about the church organ, legally, the church organ belongs to Cochrane Centre since the ownership of the CSUC property including attachments were transferred to Cochrane Centre. However, this is still United Church of Canada property, so any changes need approval from Regional council and the National Church. But directly, the congregation don't have final say as CSUC.

11. OTHER BUSINESS

Stephen Jewczyk spoke up about the financial situation being a challenge to the congregation and their Council. He said that CSUC has come through in so many different ways despite financial shortcomings – not to down play the seriousness of the situation. But in the long run this will not help us. New sources of revenue are needed in different ways or ministries will be affected. Stephen is proud of all the challenges CSUC has overcome in 2019. Especially the Worship and Pastoral Care Committee leader, Paula Reynolds, coming through for us in planning Sunday worship services. It has been quite a learning experience on how the operation works! He thanks all our congregation for their support in ministries and fundraising.

Patricia Young brought attention to how well the recent Harvest Sale was organized, and thanked those who made or brought items and purchased them. She thanked Stephen Jewczyk for doing a terrific job as Chair of CSUC as well as Tim Reynolds, CSUC's Treasurer, for doing so well holding the leash on finances yet open to financial possibilities. She said it's great having our Minister back. The thought and work into ministries and reaching out to the congregation is very much appreciated. Patricia added that churches all over the world are affected negatively by COVID-19, not just CSUC.

Stephen Jewczyk stated that given the size and age of CSUC's congregation, it is no longer possible to do labor intensive fundraising that takes up a lot of energy. Judy Kay spoke up, saying that she is looking into fundraising which will be discussed in the next council meeting – "If the Spirit moves us all in different ways, then maybe we should follow those solutions".

Fraser Ellis asked if persons using the mike have to wear a mask. The mask muffles the sound too much for those who are hard of hearing to understand what is being said. Rev. Miriam responded that while the ACM's Chair has the use of one mike, the other one is shared. She shared the safety guidelines with Fraser immediately after the meeting.

12. MOTION TO ADJOURN

Motion: to adjourn meeting, Moved by Heather McMaster/Robyn McMaster. Motion Carried.

Meeting adjourned at 8:19 PM.

13. CLOSING PRAYER

Rev. Bowlby closed the October 14, 2020, meeting in a prayer.

Minutes submitted by Robyn McMaster, Church Council Secretary

Jim Oakley
Congregation Chair

Robyn McMaster
Secretary

DRAFT