



CHRIST FIRST
THE UNITED CHURCH OF CANADA

1700 Mazo Cres. - 151 Lakeshore Rd.
Mississauga, Ontario
Phone: (905) 822-9834
Email: office@christfirst.ca
Website: christfirst.ca

Minutes
Semi-annual Congregational Meeting
Sunday February 6, 2022 at 1400h
Via Videoconference

Reports & Attachments for this meeting: Meeting agenda, Attendance List, December 31, 2021 Annual Report, Emergency Preparedness Update, Board of Trustees Report, Real Estate Oversight Committee Report, 2021 Financial Statements, Treasurer's Report, 2022 Budget Summary, 2022 Budget Report, February 6 2022 Slide Presentation

Opening Prayer:

The Rev. Dr. Morar Murray-Hayes led the congregation in prayer.

Call to Order:

Richard Cranston, Chair of Council, called the Semi-annual Congregational Meeting of February 6, 2022 to order.

Attendance was taken. Ninety-seven (97) people were present. The meeting was recorded for administrative purposes, and the recording will be destroyed following approval of the minutes of this meeting.

Opening Remarks:

Richard welcomed everyone to this virtual congregational meeting and reviewed its purpose.

Carol Wilson, Council Secretary, reviewed videoconference courtesies and procedures, including voting by objection or abstention, as signalled by show of raised hands for Zoom registrants, or verbal responses by those who phoned in to the meeting. A slide presentation was shared on screen as a visual guide to the agenda and meeting content, and live captioning was enabled.

Introductions:

Richard acknowledged and invited today's meeting team consisting of technical crew, office staff and presenters, to greet the congregation in turn.

Richard offered words of thanks to the remaining Council members, along with their committee members, for their significant contributions to the life and work of Christ First.

Voting Privileges for Adherents:

Richard read the following motion:

MOVED by Christine Whiting, SECONDED by Barbara Abrams: To allow Adherents to vote on any or all matters under consideration at this Semi-annual Congregational meeting of February 6, 2022. Motion CARRIED unanimously.

Approval of the Agenda:

Richard referred to the agenda distributed to the congregation in advance and announced that an item would be brought forward from Community Outreach under New Business. He read the following motion:

MOVED by Pat Skinner, SECONDED by Louise Sinclair: To approve the agenda as printed.

There were no changes to the agenda as presented. Motion CARRIED unanimously.

Approval of Minutes of Semi-annual Congregational Meeting – June 13, 2021:

Richard referred to the minutes of the congregational meeting held on June 13, 2021, which were circulated in advance. He read the following motion:

MOVED by Andy Choles, SECONDED by Marg Shaver: To approve the minutes of the February 9, 2020 Semi-annual Congregational Meeting as printed.

There were no changes to the minutes as presented. Motion CARRIED unanimously.

Approval of the December 31, 2021 Annual Report:

Richard referred to the Annual Report, which had been circulated in advance. He expressed thanks to Al Hubbard, Chair of Communications, for collating and editing the report. Richard read the following motion:

MOVED by Susan Gittings, SECONDED by Mary Dowding-Paré: That the December 31, 2021 Annual Report be accepted as presented. Motion CARRIED unanimously.

Emergency Preparedness Committee (EPC) Report:

As an update to their detailed report as contained in the Annual Report, Heather McGillis and Kay Cranston, Co-chairs of the EPC, provided an overview of the committee's short-term plans which are in ongoing review and subject to changing guidelines. Thanks were expressed to Nancy Hori for updating the Covid-19 Health & Safety Guide, which will be posted on the Christ First website. It is hoped that Christ First will be able to return to in-person worship in early March. The EPC recommends continuation of social distancing and masks for the foreseeable future.

Board of Trustees Report:

Rick Donaldson, Chair of Board of Trustees, presented highlights of his report as contained in the Annual Report. He offered special thanks to the Board for their generous contributions of time and talent, as well as condolences to the family of Sandy Skinner, who was a long serving and valued Trustee at First United and Christ First.

Real Estate Oversight Committee (REOC) Report:

Steve Shaver referred to the report contained in the Annual Report. He reviewed the mandate of the Committee and spoke about REOC's exploration activities and key learnings to date, in the context of the economic outlook surrounding Covid. REOC proposes a facilitated discovery session for the congregation, most likely in May 2022, to assist the Committee in formulating a path that aligns with the vision of the congregation.

Finance Committee Reports:

- **Review and Approval of the 2021 Financial Statements**

The financial statements prepared by the accounting firm of Capstick McCollum & Associates (CMA), following their engagement review of Christ First's 2021 financial records and files, were distributed to the congregation in advance. Dana Bryant-Giguere, Treasurer, highlighted the following aspects of the statements:

- Statement of Financial Position (p. 1), which reports the assets and liabilities held in each of our Funds. The Reserve Fund is a new restricted fund established in December 2021 to be used for unforeseen expenses that may arise in the future.
- Statement of Operations (p. 2), which shows total Receipts vs Disbursements resulting in a year end net excess of \$32,081, which was adjusted to a net deficit of \$12,423 after deductions resulting from 2 interfund transfers. This result is favourable in comparison to the budgeted year end deficit of over \$50,000.
- Details of Receipts and Disbursements can be found on p. 3, Schedule 1.

Dana thanked Clarke Grice, Chair of Finance, and Committee members Ian MacDonald and Doug Mills. She also acknowledged the following individuals for their assistance: Christine Whiting (staff payroll), Shawn Bausch (wage subsidy claims), Christine Barlow (student grants), David Watters (bank deposits) and Janis Cowie (invoice payments).

MOVED by Dana Bryant-Giguere, SECONDED by Shawn Bausch: That the December 31, 2021 Year-end Review Engagement Financial Statements prepared by our accountants Capstick McCollum & Associates, be accepted as presented. Motion CARRIED unanimously.

- **Appointment of Accountants**

MOVED by Dana Bryant-Giguere, SECONDED by Clarke Grice: That the firm of Capstick McCollum & Associates, of Oakville ON, be appointed as Accountants for Christ First for the year 2022. Motion CARRIED unanimously.

- **Review and Approval of the 2022 Operating Budget Proposal**

The 2022 Budget was distributed to the congregation in advance. Clarke Grice presented highlights of the budget, with explanatory notes including the following:

- Ongoing impact of the Covid-19 pandemic and cancellation of the Canada Emergency Response benefit had a major effect on budget for 2022.
- There was an initial projected deficit of approximately \$155,000, which necessitated a detailed review by chairs of all committees, under the guidance of an established review committee led by Shawn Bausch.
- Revised budget resulted in an anticipated deficit of \$69,004.
- Many capital projects identified by the Property Committee have been excluded from this budget as they have been deemed non-essential at this time, but will need to be addressed in future.
- Finance Committee looks to future recommendations from the Real Estate Oversight Committee with interest.

MOVED by Clarke Grice, SECONDED by Elisabeth Evans: That the 2022 Christ First Operating Budget be accepted and approved as presented. Motion CARRIED unanimously.

Appointment of New Council Members:

Steve Shaver announced the addition of a few new Council members since the 2021-22 Nominations Report was approved at the June 13, 2021 Semi-annual Congregational Meeting. These appointments were approved by Council, subject to ratification by the congregation at today's meeting. Steve read the following motion:

MOVED by Steve Shaver, SECONDED by Rick Donaldson: To approve the appointment of the following Council members until the June 2022 semi-annual congregational meeting, when these positions will be re-confirmed during the Installation of the 2022-23 Council:

- Louise Sinclair – Chair of Stewardship
- David Wheeler – Chair of Property
- Elisabeth Evans and Joanne Quennell – Co-chairs of Welcoming and Fellowship

Motion CARRIED unanimously.

New Business:

Kay Cranston, Co-chair of Community Outreach, spoke about an outreach opportunity to assist Clarkson Presbyterian Church in bringing a Christian Afghan family of four to Canada. Funds have already been raised by an outside group and arrival time is projected to be two years. Our volunteer commitment would be to assist in settling this family into Canadian life in Mississauga.

Appreciations:

Richard Cranston began his final remarks by extending thanks to the following individuals whose work contributed to the financial results presented today:

- Finance Committee, especially Dana Bryant-Giguere and Clarke Grice
- Louise Sinclair, Chair of Stewardship
- Shawn Bausch, for his leadership of the budget review, along with the committees who thoughtfully reconsidered their budgets

Rick expressed appreciation as well to the following individuals:

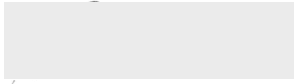
- Meeting cohosts – Al Hubbard, Ed Mock and Maia Choles
- Meeting coordinator – Carol Wilson
- Office staff – Christine Barlow, Janis Cowie
- Meeting presenters
- Ministry, music and building maintenance staff
- Council members who have stepped down:
 - Rob Blair who preceded David Wheeler as Property Chair
 - Christine Whiting – former Assistant Treasurer
 - John Fargey – former Recruitment Chair

Adjournment:

Having concluded all business, Rick Cranston declared the meeting closed and thanked all present for their attendance.

Closing Prayer:

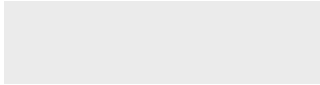
Rev. Scott Beckett led the congregation in a closing prayer.



Council Chair – Richard Cranston

June 12, 2022

Date



Council Secretary – Carol Wilson

Secretary: *CW*