

**SILOAM UNITED CHURCH**  
**Minutes of Council Meeting**  
**Tuesday, May 16, 2017**

**Present:**

**Council:** Randy Donkervoort (Amalgamation Committee), Stuart Cunningham (Spiritual Life and Worship), Pauline Newton (Secretary), Margaret Smith (Rose Birrell), Steve Britton (Presbytery), Dick Huffman (Treasurer), Sharon Ashton, (Presbytery), John Burns (Property), Catherine Glover (Outreach and Social Justice), Allyn Todd (Trustees), Jim Sweitzer (Congregational Resources), Judy Hunt (Congregational Life), Mike Ashton (Communications)

**Staff:** Rev. Isaac Mundy

Guests: Lyn McClary and Heather Elliott from Arva United Church

**Regrets:** Ric Graham (Chair), Rev. Sheila Macgregor,

Catherine Glover chaired the meeting in Ric's absence. She called the meeting to order at 10:30 a.m. and welcomed everyone. Isaac led us in an opening prayer.

Isaac then introduced to council the four students who will be working at Siloam this summer under the Canada Summer Jobs Grant: Maggie, Michael, Ramita and Sarah. Their major work this year will be the Siloam garden where their goal is to produce 160 baskets of food to be distributed to local foodbanks. In addition they will be working one day a week at the Middlesex Presbytery Resource Centre.

Catherine welcomed Lyn and Heather to our meeting.

**MOTION:** To make Randy Donkervoort and Margaret Smith voting members of council for this meeting.

Moved by Stu, seconded by Allyn. Carried.

**Minutes**

**MOTION:** To approve the minutes of the April 18<sup>th</sup>, 2017 council meeting as presented. Moved by Stu, seconded by John. Carried.

**Business arising from the minutes:** Stu asked if Ric had spoken with Jen Prince re the proposal to set up a Ministry Formation Fund through the Trustees. Jen is very comfortable with the formation of this fund which would allow members of the congregation to make donations to help offset some of the expenses for ministry students supported by Siloam United Church..

**Action:** Allyn to contact Ric re setting up a scholarship fund for Ministry Formation as well as some guidelines with regard to the disbursement of the funds.

Refugee Sponsorship: Catherine reported that she has heard from the United Church of Canada Office and the application for the Syrian mother and son that we have agreed to sponsor will not be submitted to Immigration Canada this month as reported. They are still dealing with 2015 applications – the relatives in Canada have been informed.

Name Tags: Stu approached St. Jude's Church re the success of their name tag board and they felt it was somewhat successful in getting members to wear a name tag. Instructions re ordering name tags will be printed in the bulletin.

Mike Ashton reported that he did not receive any quotes related to the upgrading of the lighting in the Sanctuary.

No update concerning the letter related to joining PAR or increasing PAR amounts.

**Agenda:** Under New Business, add request from Healing and Wellness Committee.

**Action:** Catherine to follow up with Ric re Siloam becoming an Affirming Congregation. We need to have all of the information re process before we bring this to council for a vote.

**Amalgamation Update:** Randy, Jim, Dick and Mary Ella will be meeting with Doug Colley on Friday, May 19<sup>th</sup> to see if he will be able to assist us in bringing some professional leadership to the financial operation of the church as well as to discuss the merging of the two budgets for the balance of 2017. Randy will also be meeting with the Arva M&P chair who will be supporting Rev. Janet Fradette.

Randy provided a list of Heritage items to be displayed at Siloam as well as a list of other inventory to be transferred to Siloam (attached)

The Heritage items are as follows:

- Historical Book – to be displayed in Library Chapel
- Arva United Church Plates – to be displayed in Library Chapel
- Arva United Church Watercolor Painting – to be displayed in Library Chapel
- War Veterans Framed Document – to be displayed in Library Chapel
- 150<sup>th</sup> Anniversary Quilted Banner – to be displayed on wall outside of the corridor by the Minister's Office
- Large Pulpit Bible and Pulpit Hymnary – Archive. Heather suggested the Middlesex Centre Archives if no space to display at Siloam.
- Stained Glass Window – to be displayed on the brick wall on the right hand side of the sanctuary. Arva is looking after the removal of the window, the mounting in a light box and the installation at Siloam.
- Dedication of Space to Arva – The Narthex to be renamed “The Arva Atrium”
- Six foot wooden pew – to be located in the narthex on the north side of the front doors
- Financial Records – Pertinent records required by law and the United Church of Canada will be transferred and stored in the Siloam Office. Some records will be sent to the United Church Office in Toronto. Both Arva and Siloam to purge files to make room for all pertinent files.
- Add microphone to the list of items to be transferred to Siloam.

**MOTION:** To accept the recommendations for Heritage Items and other inventory to be transferred to Siloam United Church as presented and to set up a committee to implement the recommendations as put forward. Moved by Randy, seconded John. Carried. Randy and Margaret to work on putting a committee together.

Catherine reported on Amalgamation Integration: There will be two worship services on Sunday, June 25<sup>th</sup>. The morning service will be at Siloam at which time the amalgamation agreement will be signed. There will be an evening service at Arva at which time each of the Historical items will be carried out by one Arva member and one Siloam member. These items will be stored until the September 17<sup>th</sup> Celebration Service at which time they will be processed in again carried by one Arva member and one Siloam member. There will be cake and coffee following the morning June 25<sup>th</sup> service and a potluck lunch following the September 17<sup>th</sup> Celebration Service.

Siloam will be participating in the PRIDE Parade on July 30<sup>th</sup>, an event that the Arva congregation has supported for many years. The McClary's will provide the truck and trailer for the float. Shirts to be ordered.

There will also be a new photo directory printed in the spring of 2018.

### **Financial/Congregational Resources Report:**

Catherine welcomed Jim Sweitzer, the new chair of Congregational Resources. Jim reviewed the Congregational Resources Action Plan dated May 1, 2017 and the Committee Report dated May 12, 2107. (copies attached).

Committee members are: Jim Sweitzer (Chair), Dick Huffman, June Sunseth, Jeff Bain, Mike Ashton, Mary Ella Pettigrew.

### **Highlights:**

- Weekly, Monthly and Quarterly action plans
- Focused revenue and expense analysis at the committee and GL levels
- Management of segregated funds
- Managing repayment requirements of any bank overdraft
- Repayment of member loans
- Credit card to be used by Treasurer or Admin Assistant – implement the “Squared Up” credit card processing system
- Fundscrip process
- Givings analysis
- Expenditure planning tools and controls
- Membership Analysis
- Project management
- Annual budget process
- Summary reporting to the congregation
- Future consideration – a new budget structure: Operating Budget, Capital Budget and Fundraising/Special Events Budget.
- As of the end of April we are still in a deficit position which could lead to serious consequences as we approach the summer months when attendance is traditionally lower.

### **Staff/Committee Reports:**

#### **Spiritual Life and Worship:** (report attached)

- Conference Sunday (May 28) SL&W will lead worship service
- Rev. John Lougheed will provide pulpit supply on Nov. 5<sup>th</sup>

- Kerry Stover will provide pulpit supply on June 11
- Tentative date of next communion is June 18
- New members Sunday has been postponed to late November or early December
- The “not-so-traditional book club” will meet June 16 at 10:00 in Library Chapel
- Boomer Spirituality group will begin meeting July 1

**MOTION:** To approve a budget request for \$3,860 to be included in the 2017/2018 budgets for the Healing and Wellness Committee. Moved by Stu, seconded by Randy. Carried.

**Isaac** (written report attached)

- Confirmation and baptism on May 7<sup>th</sup> of six young people
- Open Mic Coffee House – close to 50 young people in attendance this past month
- Hops and Hopes – 12 young adults in attendance
- Grant Applications – received \$27,054 from Canada Summer Jobs Program and \$2,310 from the Ministry and Employment Unit of the United Church of Canada to hire students to work on our garden and other related programming over the summer. Four college students have already been hired to work for 14 weeks and two high school students will be hired for 7 weeks starting in July.
- Isaac asked if the microwave in the kitchen could be replaced as it is not working. Heather volunteered that Arva has a working microwave that we can have.

**Property**

- The property committee will be putting on a congregational breakfast before church on Father’s Day, June 18<sup>th</sup>.
- Chicken BBQ – need people to sell tickets. John plans to order 800 chicken halves.

**Outreach and Social Justice**

- The Lenton Food grains project generated \$2,016 which will be matched x4 by the Canadian Government
- Two new members on the committee: John Davidson and Noralee Jacket

**Congregational Life**

- Will be looking after cake and refreshments after the June 25<sup>th</sup> Service
- Will organize potluck after the September 17th Celebration Service

**Trustees**

- Regular financial reporting
- Working with Amalgamation Committee
- Will work on the sale of the Arva property along with the Arva trustees pre and post June 25<sup>th</sup>
- Working on investment strategy
- Trust fund management
- Ensuring that insurance is in place and up-to-date including the Arva property now and after the sale
- To review asset value of Siloam property

### **Rose Birrell Group**

- The Fashion Show netted \$2,770.00
- June 1<sup>st</sup> Luncheon – ladies from Arva have been invited
- Craft Supplies for Camp Kee-Mo-Kee

### **Anniversary Update:**

- Anniversary tree planting on April 23<sup>rd</sup> – trees donated by Dave and Jane Hilton. Two trees dedicated for the 160<sup>th</sup> anniversary - plaques to be ordered. One tree to be dedicated to Zena Beckstead at a future date.
- Spinney Gala – the tickets will go on sale the Sunday after the Chicken BBQ.

### **Presbytery**

- Forty youth from Chippewa and Oneida have been sponsored to attend an integrated camp at Kee-Mo-Kee for Heritage week, the first week in July.

### **Communications:**

- To set up two websites, one with general information and one for members
- Next step website under development
- Communicate special requests on the website
- Looking at possibility of purchasing fundscrip cards on the website

**Action:** Committee to report back to council as to the person power and time commitment involved with these upgrades.

Allyn led us in a closing prayer.

**Next Meeting Date: June 20, 2017 at 10:30 a.m.**

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Catherine Glover, Acting Chair

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Pauline Newton, Recording