

**SILOAM UNITED CHURCH**  
**Minutes of Council Meeting**  
**Tuesday, June 27, 2017**

**Present:**

**Council:** Ric Graham (Chair), 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), Allyn Todd (Trustees), Jim Sweitzer (Congregational Resources), Anita Elworthy (Congregational Life), Mike Ashton (Communications) Lyn McClary, Heather Elliott

**Staff:** Rev. Isaac Mundy, Rev. Sheila Macgregor

**Regrets:** Catherine Glover (Outreach and Social Justice),

Ric called the meeting to order at 10:30 a.m. and welcomed the new council. Sheila led us in an opening prayer.

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

Moved by Jim, seconded by Allyn. Carried.

**ACTION:** Isaac to check on voting privileges for Trustees as well as extended voting privileges for Randy and Margaret.

**Correspondence:** We received from Presbytery a copy of the completed paperwork for Jennifer Prince receiving her as a candidate for Diaconal Ministry.

**Minutes**

**MOTION:** To approve the minutes of the May 16<sup>th</sup>, 2017 council meeting as presented. Moved by Randy, seconded by Steve. Carried.

**MOTION:** To approve the minutes of the June 25<sup>th</sup>, 2017 council meeting as presented. Moved by John, seconded by Steve. Carried.

The agenda was approved with the addition of the Lambeth Refugee money.

**Amalgamation Update:** Randy reported that the amalgamation committee has been broken down into three sub-committees.

- Amalgamation Integration chaired by Catherine Glover: the first phase was completed on June 25<sup>th</sup> with the second service of celebration to take place on September 17<sup>th</sup>.
- Trustees chaired by Allyn Todd: They will be responsible for the sale of the Arva properties.
- Heritage chaired by Anita Elworthy: The committee consists of Anita Elworthy, Jane Hilton, Margaret Smith, Heather Elliott and Lyn McClary. They will determine the best way to display the heritage items from both Arva and Siloam. This may require the purchase of another glass cabinet, reframing of some of the pieces, mounting of the stained glass window in the sanctuary and the purchase of

letters for the Arva Atrium similar to the wooden letters over the door with our mission statement. Expenses for the above will be funded through the sale of the Arva properties. Most of this work will be done over the summer to be ready for the September 17<sup>th</sup> service of celebration.

Allyn Todd advised council that Pete and Lyn McClary have loaned \$15,000 to the trustees to cover such things as the moving of the Cairn stones, the moving and display box for the stained glass window and the moving of the Arva 150<sup>th</sup> anniversary tree. He felt there would be sufficient funds to also cover other expenses incurred by the heritage committee. All expenses will flow through the trustees and the loan will be repaid after the sale of the property.

It was felt that with all of the rain we have had that we might be able to move the tree now rather than waiting until fall. A rep from the property committee will work with the heritage committee to select an appropriate location for the tree,

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

**Rev. Sheila:** Submitted a written report to all members of council.

- Note the correction to Kerry Stover's summer holidays: July 1 – 7 and Aug. 1-7.
- Sheila also expanded on the Boomerfest that we are hoping to host in 2018 or early 2019. She has received an email from renowned Canadian scholar and sociologist of Religion, Dr. Reginald Bibby, indicating that he would be happy to be part of this event. His presence would be a big draw.

**Rev. Isaac:** Isaac has submitted a request for a three month sabbatical from January 1 to March 31, 2018 in compliance with United Church policy.

**MOTION:** That Siloam United Church Council grant Rev. Isaac Mundy a three month sabbatical from January 1 to March 31, 2018 and that the council secretary send a notification of the planned sabbatical period to Presbytery before July 1, 2017. Moved by Steve, seconded by Randy. Carried.

Isaac indicated that he felt Jen and Kerry could cover the three intergenerational services in his absence. The letter to Presbytery has been sent.

**Property:** The property committee hosted a complimentary pancake breakfast prior to the service on Fathers Day.

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

- Jim reviewed the Congregational Resources Committee Report for May and June which is shown as an attachment.
- Dick reported that the New Ministries bank account is now open and that he will be picking up the cheque book. An amount of \$6,200 has been transferred into this account. However, in the interim some new ministries expenses have been paid out of the general account and this money will have to be repaid from the new account.
- Dick also reported that the HST rebate request for the last six months of 2016 has been sent to Famme and will be filed this week. He is also working with Famme to arrange for the renewal of Siloam's charitable status – Dick to be the signer for this document.

- Mike is looking into an offsite backup system for all or Siloam's computer generated files.
- Margaret asked where the HST rebates are shown. Jim responded that they go into general operating revenue.
- Sheila reported a good news moment in that we have received \$2,936 so far in Wedding gift donations.
- Jim reported the revenue and expenses for the chicken barbecue with a net profit of \$7,437.
- A report for all fundraising events must be submitted listing all revenue and expenses with receipts attached.
- To date we have 99 families on PAR. Margaret suggested that we need to put together a narrative to other churches about our success in this area. As a result of the BBQ ticket incentive introduced at our April meeting, we added 2 or 3 new PAR givers with another 8 or 9 increasing their Par givings.

#### **Ministry and Personnel:**

- Randy indicated that their mandate over the summer is to update the job descriptions for staff. They will be meeting on July 4 to start this process and will bring the updated job descriptions to council in the fall for approval.

#### **Outreach and Social Justice: (reported by Ric in Catherine's absence)**

- We received a receipt from the Canadian Foodgrains Bank for \$2,016.25. Jim asked if we could have more detail, i.e. how many people contributed.
- As a result of Kerry's most recent sermon regarding the lack of fresh water in First Nation Reserves in our local area, letters have been sent to MP Peter Fragiskatos and MP Kate Young asking them to address this issue with their government
- In response to those people in Africa facing immediate starvation, the committee has committed \$500 from the benevolent fund toward the Extreme Hunger Appeal.
- Jim asked that O&SJ use the same form as mentioned above for reporting of fundraising events.
- Lyn reported that Arva has 23 acres of foodgrains which raises approximately \$10,000 per year. Mike to put this information on the website.

#### **Congregational Life:** The new coordinator is Anita Elworthy

- Will be serving refreshment after church in July and August
- Will look after the potluck for the September 17<sup>th</sup> Celebration /Rally Sunday Service
- World Food Sunday – baskets of food.

#### **Trustees:**

- A process is in place for the Arva expenses. Doug Colley will track the income and expenses. Siloam will pay the bills and maintain a separate record.
- The Ministry Formation Fund request to Trustees is returned to Council with the request they provide the following:
  - a. a detailed description of the fund,
  - b. applicant qualification parameters and the processes for applying/evaluating,

- c. method of and responsibility for promotion,
  - d. an explanation as to why this fund should be the responsibility of the Trustees and not Council.
- New Board of Trustees: Carole Echlin, Peggy Rivard, Dorothy Foster, Karen Thyret, Rob Elliot, Pete McClary, Allyn Todd, Janet Fradette, Sheridan Griffin, Sheila Macgregor, Dave Donaldson, Ross Douglas, John Little, Beth Roberts
  - Allyn Todd and Rob Elliott to meet with the Finance Committee of Presbytery at 6:30 with a signed copy of the Certificate of Trustees Asking Consent of Presbytery to list the property to be presented at the 7:00 Presbytery meeting on June 27<sup>th</sup>. The listing target is July 10<sup>th</sup> and the listing realtor will be Dan Fraleigh, Broker, The Realty Firm Inc.. They will allow 2-3 weeks to get offers in before making a decision.
  - The removal of the stained glass window will happen this week with the Cairn stones to be installed in August.
  - Allyn distributed a copy of the Trustees Memorial Account Financial Report. Stu raised a question about the \$2,000 scholarship fund. We need a plan for what it is to be used for.
  - Transaction records currently hand written in a Trustees Ledger book and stored in the Church Office cabinet (where it will remain on file), from this point forward will be entered in an online spreadsheet format to simplify data entry and access, with secure offsite cloud-storage. Beth, Sheridan and Allyn have access.
  - On July 8<sup>th</sup> there will be a yard sale of Arva chattels. Items already sold total \$2,000. Proceeds of the sale will go to the trustees to offset the \$15,000 loan.

#### **Anniversary Update:**

- The Anniversary Gala at the Spinney hasn't captured the momentum of the congregation and Margaret is asking for help to promote the event and sell tickets as a successful event could raise significant dollars for Siloam.
- We have 50-60 silent auction items.

#### **Presbytery**

- Steve, Margaret Nelson, Sheila and Isaac attended London Conference workshop led by Ryan McMahon on Truth and Reconciliation
- Steve said that he saw being an affirming church put into action in that all the washrooms were labelled gender neutral
- Steve indicated that there was considerable opposition to Remit 1 with only one minister and one representative for each church.

#### **Communications:**

- The Next Step Website is up and running – this is an information gathering website. We need to send as much information to Mike as possible for the website.

#### **New Business**

- It was agreed by consensus that the position title for Rev. Janet Fradette would be Minister of Pastoral Care and Healing and Wellness

- The Arva congregation had donated \$1,000 to help Lambeth United Church sponsor a refugee family from Syria. They have since learned that this family does not qualify. However they do have a new family they would like to sponsor. Council agreed by consensus that Lambeth use the \$1,000 in good faith for sponsorship of the new family. (They have been notified).
- As a result of their experience with Presbytery during the amalgamation process, Lyn has put together a submission for presbytery with a recommended change in the process that would help future amalgamation committees as well as suggestions we found helpful in our Amalgamation process. Lyn received the support of council to send the submission to Presbytery.
- Publication of the Arva Church story. A copy to be sent to Mike for the website.
- Storage Options: Ric to gather information on storage options over the summer. Heather indicated that they have storage containers as a part of their business and will discuss possible options with Ric.

**Budget:**

- Jim has prepared an overview document of the amalgamated budget which he will send out electronically to all council members.
- Erin is to return to full-time administrative duties. The responsibility for all financial input, printing of cheques and producing the operating statement will fall to the new position of Finance Coordinator. This will be a part time 6 month position from July 1 to December 31 to evaluate our needs and will pay a total salary of \$1,500. The position is being offered to David Parisi who has extensive background to qualify him for the position.

**MOTION:** To create the position of Finance Coordinator for 6 months with duties as determined by the Congregational Resources Committee and that David Parisi be contracted for the position from July 1 to December 31, 2017 for the sum of \$1,500. Moved by Allyn, seconded by Sharon. 12 in favour, 1 opposed. Carried.

The Finance Coordinator will be responsible to the chair of Congregational Resources. Congregational Resources to establish an new email address for this position.

**MOTION:** To adopt the proposed 2017 Amalgamated Budget for the balance of 2017 with revisions to restore the Spiritual Life budget amount to the original budget plan as well as contract services for the nursery. Moved by Randy, seconded by Margaret. Carried.

There will be a congregational meeting on July 23<sup>rd</sup> to approve the 2017 Amalgamated Budget. Ric Graham will chair the meeting and Heather Elliott will act as Recording Secretary.

The meeting was adjourned.

**Next Meeting Date: September 19, 2017 at 10:30 a.m.**

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Ric Graham, Chair

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Pauline Newton, Recording