

Siloam United Church - Minutes of Council Meeting

September 21, 2021 at 10:30 a.m.

Meeting held both via ZOOM and in person at Siloam United Church

Present:

Rev. Dr. Sheila Macgregor, Catherine Glover (chair), Steve Britton (Regional Representative), John Davidson (Outreach and Social Justice), Dave Dunham (Property), Dick Huffman (Treasurer and Congregational Resources), Pauline Newton (M&P), Margaret Smith (Spiritual Life & Worship), Allyn Todd (Trustees and Communications), Peggy Rivard (Congregational Life and Secretary)

Opening:

Chair Glover welcomed everyone and called the meeting to order. Rev. Sheila opened the meeting with prayer.

Approval of Minutes:

Motion: Moved by Margaret Smith and seconded by Pauline Newton that the minutes of June 15, June 30, July 26 (with an amendment) and September 8 be adopted.

CARRIED

Business Arising from Minutes:

With regard to a motion made at the June 15, 2021 Council meeting, the Board of Trustees is to move \$30 000.00 from its Non-Designated Fund to a designated Siloam asset account as soon as possible.

Approval of Agenda:

Motion: Moved by Pauline Newton and seconded by Dick Huffman that the agenda set out for today's meeting be approved with the addition of one item concerning M&P.

CARRIED

Correspondence:

The following items were noted: letter of resignation from Erin Salter; Council Chair's letter to Erin acknowledging her letter; Council Chair's letter to Peggy Dunham and Search Committee thanking them for their work selecting a new music director; e-mails from Allison O'Connor, Rev. Ann Corbet and Rev. Sheila Macgregor thanking Council for gifts received on Sunday, September 19; card from Rev. Sheila thanking Council for flowers received on September 19; request from a Spiritual Life & Worship member about storage for chancel items (Dave Dunham and Margaret Smith will discuss this

matter and report to Council at the October meeting).

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Continuing Business:

Youth and Young Adult Minister Recruitment

Chair Glover announced that the job description for the Youth and Young Adult Ministry is approved and ready to be posted. Abby Keunecke and Bill Gillan will represent Siloam on the search committee for a candidate to fill this position. The Antler River Watershed Regional Council will provide some training for all members of the search committee.

Treasurer's Report

Dick Huffman went over the financial statements for June, July and August. It was decided that Lynn McClary should remain as a signee for cheques distributed by Siloam. Dick will check to see if money from Antler River Watershed Regional Council intended for the Rabbi Address event has been received.

Discussion was held about the need for a new laptop after concerns were expressed by our bookkeeper about the one available to her now. Allyn and Mike Ashton are speaking with TechSoup about the possibility of getting a new one for a very reasonable price if available within a timely manner. Otherwise, a new laptop will be purchased through a major retailer. **Motion:** Moved by Dick Huffman and seconded by Allyn Todd that a new laptop be purchased immediately. CARRIED

A donation has already been made for Affirm United. A budget line will be added under Spiritual Life and Worship for further transactions. The Affirming Committee for Siloam has the following members: Natasha and Vincent Chacko, Randy and Anne Donkervoort, Bill Gillan, Catherine Glover, Lynn McClary (chair) and Rev. Sheila.

New Business:

Motion: Moved by Pauline Newton and seconded by Allyn Todd to move to In Camera meeting. CARRIED

Motion: Moved by Pauline Newton and seconded by Dave Dunham that we return to open council meeting. CARRIED

Summary of in-camera discussion

Our Clergy Team has requested an increase of 5 hours/week to Rev. Ann Corbet's

contract related to the increased volume of Pastoral Care needs of the Congregation. Council requests Rev. Ann and Rev. Sheila to share data regarding the number of pastoral visits so that M&P and Council can gain an understanding of the workload. John Davidson, Elaine Woodley and Pauline Newton will meet to discuss the report generated. Information from the report will be shared at the October council meeting. **Motion:** Moved by Pauline Newton and seconded by John Davidson that we approve that one Sunday a month when Rev. Sheila is not in the pulpit that the service be

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allocated to Rev. Ann Corbet or other presenters (i.e. Collaborative Youth Minister, guest speaker, etc.) and should be aligned with already approved Sundays off such as three weeks of Study Leave, Anniversary Sunday, Regional Annual Meeting and Christmas Cantata. CARRIED

Refugee Co-Sponsorship

John Davidson outlined the information stated in the Memorandum of Understanding between Siloam and Alayham Hammami. **Motion:** Moved by John Davidson and seconded by Pauline Newton that Council approve the Memorandum of Understanding to facilitate the creation of a trust account at Libro when Mr. Hammami provides the sum of \$26 850.00 for deposit to said trust account. CARRIED

Property Committee

Dave Dunham reported that results from the most recent water test are back and the water at Siloam is safe to drink. At the October Property Committee meeting, members will be discussing the need to hire a new grounds maintenance provider and to update rental agreements for Siloam. Results from their discussion will be presented at Council's next meeting.

Communication Staff Position

Allyn Todd and Mike Ashton have discussed the requirements and duties of a technical position to be made available at the church. They feel that Rock Neto, one of the current contract people, would be ideal for the position and it was noted that Mr. Neto is interested. The work needed could simply be an extension of what Mr. Neto is already doing. Allyn and Mike will continue to work on this issue and a report will be forthcoming to Council.

Motion: Moved by Allyn Todd and seconded by Steve Britton that the Communication

Committee accept responsibility for technical support no longer included in the newly created office administrator position. CARRIED

The Communications Committee report to Council contains information outlining a plan by the AV Team to offer a film-making service to external customers on a cost-quotation basis with the idea that success in this area could move the AV Production Facility at Siloam towards eventual financial self-sufficiency.

It was noted that there is a problem with lighting within the sanctuary and filming worship services. Sunlight streaming in and then receding through the skylights is creating difficulty for the lighting crew. Different solutions have been suggested but the most feasible is to coat the skylights with a translucent paint.

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Motion: Moved by Allyn Todd and seconded by Pauline Newton that the Communications and Property Committees work together and take responsibility for coating the skylights with the stipulation that proper safety equipment be used by whoever does the job. CARRIED Rev. Sheila expressed her opinion that Siloam members were not to go up on the roof to do the painting.

Rose Birrell Unit Update

Margaret Smith reported that plans are well underway for the Rose Birrell Bazaar on November 6. There will be no lunchroom or tea service offered at this event. Margaret requested that Dave Dunham and John Davidson bring information to the October Council meeting about this year's Ham and Turkey Drive.

Spiritual Life and Worship Report

Spiritual Life and Worship has chosen to use "Illustrated Ministries", as recommended by Jen Prince and Allison O'Connor, for the Sunday School programme. Sunday, September 26 has been declared Truth and Reconciliation Sunday. Orange ribbons will be handed out to those in attendance that day and some orange T-shirts will be available for a few children and adults. Communion Sunday will be October 3; three families will be involved for baptism on October 10, Thanksgiving Sunday; and plans are in place for Anniversary Sunday on October 17 with Rev. Isaac Mundy giving the address. For any of these special services, it is hoped that extra chairs can be placed in the library chapel if needed. Margaret expressed thanks to the Congregational Life Committee for its help with refreshments on Rally Day Sunday.

Closing Prayer: Rev. Sheila closed the meeting with a prayer.

Adjournment: The meeting adjourned at 12:45 p.m.

Catherine Glover, Chair

Peggy Rivard, Secretary