

## **Siloam United Church – Minutes of Council Meeting**

**September 20, 2023 at 7:00 p.m.**

**Siloam Library Chapel**

### **Present:**

Rev. Ann Corbet, Steven Britton (Chair), Wendy Barbour (Outreach and Social Justice), Dave Dunham (Property), Catherine Glover (Congregational Resources), Dick Huffman (Treasurer), Lynn McClary (HEAT), Pauline Newton (M & P), Peggy Rivard (Congregational Life/Secretary), Margaret Smith (Spiritual Life & Worship), Allyn Todd (Communications), Amy Vieira (Communications Specialist), Barbara Walters (Rose Birrell)

### **Welcome and Opening Prayer:**

Chair Britton welcomed everyone to the meeting and asked Rev. Corbet to lead us in an opening prayer.

### **Agenda Amendments and Approval:**

The agenda was approved as printed.

### **Approval of Minutes:**

**Motion:** Moved by Catherine Glover and seconded by Pauline Newton that the minutes of June 21 be approved as printed and circulated. CARRIED

### **Fall Topics and Other Business:**

#### Trustees and Communication Updates

- a. Allyn Todd introduced Amy Vieira who has accepted a half-time position with Siloam as the Communication Specialist. An Advisory Group will be working with Amy to establish specific and measurable goals as related to this new position. Amy will be liaising with Erin Salter, Marilyn Arthur, Mike Ashton and others in order to avoid workload overlaps. It is hoped that by the end of November we will have a much better idea of how beneficial this position is. Amy will be assisting with the upcoming Stewardship campaign and a social media review for the church.
- b. Allyn raised the question of Siloam's use of a Twitter account based on the fact that although the listed ethics of Twitter "sound" good we do not know if the service is actually policed. **ACTION:** Amy will speak with Alison O'Connor in particular who uses Twitter now to communicate with her youth associates and see if she might be willing to switch to Threads which is affiliated with Meta.
- c. Allyn reported that the new walkway along the front of the church is completed thanks to a lot of hard work by Bob Foster, Shawn Foster and Dave Dunham. There are still some finishing touches to the landscaping work that will be done this fall and next spring. Allyn also announced a new designated fund, The Dorothy Foster Memorial Walkway and Music Fund, which will be administered by the Trustees.

This fund was established in 2023 by Bob Foster, with his sons Shawn and Mark, by a significant investment to honour his wife Dorothy and the boys' mother who passed away in April of 2023. Their wish is to make monies available for the following:

- Support for the needs of the Siloam Choirs,
- Redevelopment for accessibility of the walkway along the Fanshawe Park Road side of the church, incorporating a memorial stone bench and flower bed to honour Dorothy,
- Ongoing maintenance of the walkway and memorial flower bed over the years to come

Annual contributions may be made by Bob and family to enable on-going maintenance of the walkway in the years ahead. Individuals may make monetary donations to this fund at any time with the understanding that their money will be used to follow the intent of the original wishes of the Foster family. The granting of money from this fund will be made by the Trustees in response to the intent of the fund as stated above and subject to the terms set out in the Trustees' Granting of Funds Policy. Prior to distribution of money from this fund, requests may be reviewed by Bob Foster and family to ensure they align with the family's wishes.

**MOTION:** Moved by Catherine Glover and seconded by Lynn McClary that Council approve the establishment of the Dorothy Foster Memorial Walkway and Music Fund as outlined above. CARRIED

**ACTION:** Allyn will send a note to Bob Foster thanking him for his generous donation to the walkway. A dedication service for the walkway project and garden will be held in the spring of 2024.

d. Lynn McClary and the members of the HEAT Committee will look into establishing the documentation needed for the Rev. Dr. Sheila Macgregor Adult Education Fund. There will be a need for financial planning to operate this fund.

e. In keeping with the restrictions from the ARWRC for use of the financial proceeds from amalgamations, the minister's housing allowance salary component funded by Trustees requires adjustment due to the fact that we have had no salary paid to Rev. Sheila since the end of June. **ACTION:** Pauline Newton and Allyn Todd will work together to get money figures established for new housing allowance figures for Rev. Ann and Marilyn Arthur.

f. There have been news items indicating that small businesses may be granted one more year to repay covid loans provided by the government. Dick Huffman will look into whether this would apply to the loan Siloam received from the government.

Allyn Todd and Amy Vieira left the meeting at this point.

### Financial Report

Financial statements were circulated prior to the meeting. Dick answered questions from Pauline Newton.

### Job Description—Minister of Worship, Pastoral Care and Outreach

Rev. Ann made suggestions concerning the job description for Minister of Worship, Pastoral Care and Outreach. These included: (1) Under the heading "Position Profile", add *Office Administrator*; (2) under the heading "Administration", add *Organize monthly staff meetings*; (3) under the heading "Self-Care", add wording *to include regularly scheduled time off work, i.e. a minimum of one full day per week*. These suggestions were all accepted. **MOTION:** Moved by Catherine Glover and seconded by Pauline Newton that Council accept the revised Position Description Worksheet. CARRIED The job description must be approved at a congregational meeting. Catherine will then send the document to the ARWRC who have to approve it before the position can be approved.

### Community of Faith—Living Faith Story Worksheet

**MOTION:** Moved by Catherine Glover and seconded by Pauline Newton that Council accept the revised Living Faith Story Worksheet. CARRIED Catherine will send this document to the ARWRC for approval before it is then posted to Church Hub.

### Approval of Members for Search Committee

**MOTION:** Moved by Pauline Newton and seconded by Dick Huffman that Council approve the following members for the Search Committee for a new minister: Catherine Glover, John Davidson, Wendy Barbour, Tracey Brown, Jim Anderson, Herb Hunter, Vince Chacko, Merielle Reed CARRIED Abstentions: Catherine Glover, Wendy Barbour

### Laptop for Rev. Ann

**MOTION:** Moved by Pauline Newton and seconded by Catherine Glover that a laptop for Rev. Ann be purchased to enable her to spend more time working from the church. CARRIED

### In-Camera Discussion

**MOTION:** Moved by Pauline Newton and seconded by Dave Dunham that Council enter an in-camera discussion. CARRIED

**MOTION:** Moved by Pauline Newton and seconded by Catherine Glover that Council move out of camera. CARRIED

Salary Adjustment for Allison O'Connor

**MOTION:** Moved by Pauline Newton and seconded by Catherine Glover that Siloam increase the salary for Allison O'Connor from \$16.30 per hour to \$20.00 per hour retroactive to September 1, 2023. CARRIED

Grant Updates

Siloam and Urban Roots are applying to be the chosen project for the annual Hunt Club Christmas fund raiser.

Discussion is taking place within the Congregational Resources Committee about submitting a request for the UCC Seeds of Hope Grant. This would also be for the Garden and program development related to the Garden.

Catherine and Dave are continuing their work with regard to purchasing new appliances and doors through the Faithful Footprints grant.

Fall Yard Sale

The yard sale raised just over \$3 100.00. A thank-you has been sent out to all volunteers via an e-blast. It is felt that going forward Siloam will have one yard sale per year. This thought is being expressed because of the volume of volunteer commitment required and the number of other events being held at the church. At our next yard sale, it was felt that better advertising of the event is needed and we should allow attendees to come and go through both the front and back exits. Catherine also announced that the Anderson Family will be inviting Siloam members to Anderson's Brewery for monthly pub nights. This time of fellowship will also raise funds for Siloam as a portion of food and beer sales will be donated to the church.

Anniversary Updates

Margaret Smith announced that Rev. Tracy Crick-Butler will be the guest speaker at Siloam's Anniversary Service on October 15. There will be a social time after the service.

Remit 1

There will be a region presentation (approximately two hours) at Siloam outlining Remit 1 on October 20 at 10 a.m. Our Siloam Council will discuss the issue and conduct a ballot vote at our November meeting. It is felt that a regional vote will likely take place via ZOOM on October 27 or 28.

Committee Reports

a. Spiritual Life and Worship

Margaret Smith has been in contact with the Congregational Life Committee and it is felt that we need to have one social time after a service once a month. Coffee, cold drinks and treats would be served in Tolpuddle Hall.

Communion will be served to seated congregants on October 1.  
Diana Butler-Bass will be the guest speaker on Sunday, November 12.

b. Rose Birrell Group

Barbara Walters announced that Nancy Howard will speak at the group's October 5 meeting at 1 o'clock. Nancy will outline the history of ELUCO. The speaker at the November meeting will be Mona Wieytenburg from Karen's Place, a home for women who have experienced severe challenges.

**Next Meeting:**

Our next meeting will be Wednesday, October 18 at 7:00 p.m.

**Closing Prayer:**

Rev. Ann closed the meeting with prayer.

**Adjournment:**

The meeting adjourned at 8:45 p.m.

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Steven Britton, Chair

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Peggy Rivard, Secretary