

Siloam United Church Council

Minutes of the Meeting

Wednesday, August 20, 2025

7:00 p.m.

Present:

Rev. Christina Crawford, Chair Tracey Brown, Wendy Barbour (Social Justice and Outreach), Lynn McClary (Treasurer, HEAT), Pauline Newton (M & P), Peggy Rivard, (Secretary, Congregational Life), Margaret Smith (Spiritual Life & Worship)

Opening Prayer:

Rev. Christina opened the meeting with prayer.

New Business:

The focus of the meeting was to go over a job description outline for the position of Office Administrator for Siloam as compiled and distributed to Council members by Pauline Newton.

In discussion, Rev. Christina suggested we start using "Google Slides" (in lieu of Easy Worship) which is familiar to her, can be accessed by anyone and is something that Christine Taleski has agreed to manage. This eliminates something that an Office Administrator would need to do. Christine Taleski has agreed to look after everything that goes on the website.

MOTION: Moved by Pauline Newton and seconded by Lynn McClary that the position description for Office Administrator be accepted as circulated with one amendment: eliminate the five personal days as shown and offer five personal/sick days per year.
CARRIED 1 abstention

MOTION: Moved by Lynn McClary and seconded by Wendy Barbour that Christine Taleski's salary cap be increased from 10 hours per week to 13 hours per week.
CARRIED 2 abstentions

MOTION: Moved by Pauline Newton and seconded by Lynn McClary that Council move in camera. CARRIED

MOTION: Moved by Pauline Newton and seconded by Lynn McClary that Council move out of camera. CARRIED

MOTION: Moved by Pauline Newton and seconded by Lynn McClary that the position of Siloam Office Administrator be offered to Mary Dillon. CARRIED 1 abstention
If Mary accepts the position, it is understood that she will meet with Micol Cottrell at ARWRC to discuss the issues surrounding her dual role as VAM and Office Administrator at Siloam.

Other Business:

A Sunday in September will be selected based on Erin Salter's availability whereby Siloam will have a formal farewell for Erin. Pauline will submit an E-blast to the congregation inviting them to donate a farewell gift if they so choose.

Closing Prayer:

Rev. Christina closed our meeting with a thankful prayer.

Adjournment:

The meeting adjourned at 8:20 p.m.

Next Meeting: Wednesday, September 17 at 7:00 p.m.

Tracey Brown, Chair

Peggy Rivard, Secretary