

St. Andrew’s United Church Congregational Meeting

Held in the sanctuary

Sunday May 4th 2025 at 10:00 a.m.

- Welcome (11:45 a.m.)** Catherine Somerville welcomed everyone and called the meeting to order.
- Attendance** Everyone was invited to sign the attendance sheet before the meeting started. There were 51 members and adherents from St. Andrew’s attending this Congregational Meeting. Two members attended by *Zoom*. Rev. Catherine Somerville, Pastoral Relations Liaison (appointed by the Canadian Shield Regional Council) was also in attendance.
- Opening** Catherine Somerville opened the meeting with a prayer.
- Chair/ Secretary** A motion to appoint a Chair and Secretary for this meeting was presented for a vote:
Motion 049/25
 Eliabeth Brownlee/ Lorie Fairburn moved that Catherine Somerville act as Chair and Karen Gooch as Secretary for this Congregational Meeting. **Carried**
- Voting Privileges** A motion to extend voting privileges to adherents of St. Andrew’s.
Motion 050/25
 Elizabeth Brownlee/ Lorie Fairburn moved that in accordance with *The Manual 2025* (Section B.3.7.2) voting privileges be extended to all those who are adherents of St. Andrew’s United Community of Faith and are participating in this in-person Annual General Meeting. **Carried**
- Agenda** The purpose of this this meeting was for the Search Committee to present the terms of a provisional call to St. Andrew’s for Caitlin Smithers to be voted on by the congregation.
- New Business**
- Motion for Provisional Call Karen Gooch and Judy Borden reviewed the motion for a provisional call for Caitlin Smithers. The terms of the call were recommended by the Search Committee and approved at the by the Church Council at the April 18th, 2025 meeting. The terms of the call come into effect July 1st, 2025 following Caitlin’s ordination on June 15th, 2025.
Motion 051/25
 Karen Gooch/ Judy Borden moved that the Congregation of St. Andrew’s United Church approve the recommendation of the Search Committee that Caitlin Smithers be provisionally called to St. Andrew’s United, North Bay ON effective July 1st, 2025 with the following terms:
- | | |
|---------------------------|--------------------|
| Full-time (40 hours) | |
| Step/increment category | A |
| Cost of Living Category | 2 |
| Is manse included | No |
| Minimum Full-Time Salary | \$59,139.00 |
| Additional Salary (in \$) | \$0.00 |
| Total Salary | \$59,139.00 |

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Phone/Communications (annually)	\$900.00
Continuing Education (annually)	\$2,000.00
Other (monthly)	\$100.00

Other Details

In lieu of reimbursement for a personal vehicle a transportation fund of \$100 per month will be paid. Caitlin will use the funds to finance her Ontario Driver's License and for bus/taxi fare (\$300).

Total Remuneration \$62,139.00

Other Terms

- Vacation – one month (including 5 Sundays) to be taken in the summer
- Administrative Assistance – defined as Office Administrator in the office 15 hours per week.
- Lieu Time - 1 week to be taken the week after Easter (for extra hours accumulated during Lent/Holy Week)
- Sabbatical - to be considered after three years. (This offer was made when Caitlin was originally appointed two years ago.) Caitlin would be eligible for sabbatical in August 2028. She needs to apply one year prior. A sabbatical is three months.

Carried

Other Business None

Adjournment Catherine Somerville offered a closing prayer before the meeting adjourned at 10:15 a.m.

Next Council Meeting Council meetings are held the 3rd Wednesday of the month at 6:45 p.m. in the Lois E. Carey Parlour.

Chairperson, Catherine Sommerville

Secretary, Karen Gooch