



MINUTES OF
JUBILEE UNITED CHURCH
The United Church of Canada

November 28, 2017
JUBILEE UNITED CHURCH
RUMBLE SITE, BURNABY, BRITISH COLUMBIA

Vision: Together we are Called by God to be One by

Mission: Living Faith - Knowing Love - Voicing Hope

Ministry Priorities: Worship | Belonging | Service | Learning

Values: Honest Respectful Relationships | Joy, Laughter, Fun, Hospitality
Inclusiveness | Adaptability | Worship

PRESENT: Bill Medland, Chair, Linda Wray, Elizabeth Baird, Lorna Gross, Ken Tunnicliffe, Karl Sturmanis, Debra Legge, the Rev. Graham Brownmiller, Lead Minister

Visitor: Marie Paul

OPENING PRAYER The meeting began with prayer at 6:01 pm.

RESPECTFUL COMMUNICATION GUIDELINES Council members reviewed and agreed to follow the Guidelines.

Biblical Reflection Psalm 24 was read by Rev. Graham Brownmiller and reflected on by Council Members.

TREASURER'S REPORT a. Linda is working on the Budget for 2018, and we will discuss it at our January meeting, in preparation for the Annual Congregational Meeting.

BUDGET **MOTION:** To accept the Financial Report as circulated
Moved by: Linda Wray **Seconded by:** Ken Tunnicliffe
CARRIED

b. Christmas Advertising (Burnaby NOW) – We agreed to pay for an ad with the Burnaby NOW for Dec. 8 & 15. It was felt that getting the Jubilee UC name out into the community was a good idea.

MOTION: To participate in the Advent Ad in Burnaby NOW at the cost of \$250 for two weeks.

Moved by: Debra Legge **Seconded by:** Ken Tunnicliffe
CARRIED

REMIT #6 In response to Remit #6 - One Order of Ministry, the Council voted **No**.

CARLA WILKS The Council noted with regret, and much appreciation, the resignation of Carla Wilks from the Transitional Council. We wish her well in her new role.

**ADMINISTRATION
WORKING GROUP**

Contract Updates – User groups from West were inherited by Jubilee United so they were put on simplified contracts with the terms and conditions of using the facilities. They were for one year and renewable. With the new name they had to be updated and recognizing that the rental rates were reasonable therefore a slight increase was put in place. The group has put together 6 or 7 simple contracts and working on getting them distributed by November 30 to the user groups. The intention is try to put everyone on the January 1st anniversary date to keep it consistent.

The group is working on the performance of the before and after school care in the hall basement. There was concern about the quality of the program that was offered. They only have 5 students on any given day. The concern was mentioned to the head staff. The Fraser Health has written the school a letter outlining the improvements that were necessary for the program to continue. The group felt it was time to terminate the program. Although there is a need for such program in the community there has not been a positive response in registering with this program. We are therefore terminating this agreement with 90 days notice. If the teacher wishes to continue to the end of the school year, it may be considered. A letter will be sent prior to November 30. There is possibly another teacher and program that can take over the space.

The church staff is supported by this group. The paper towel and toilet paper dispensers are being changed so they are all the same. Justin will start installing these once he is back from holidays. Kathy has asked for an internet switch from Telus to Shaw which will reduce our expense and improve internet access.

Ministers' Report See attached

New Business

a. The five year plan – we will start thinking over the advent season and bring the discussion to the next meeting. Each member of Council is requested to have at least one conversation with another Council member before that meeting.

b. Congregational meeting – It was agreed by Council that Bill Medland will continue to serve as single Chair. The annual congregational meeting will be held on Sunday, February 25, 2018. Two nominations will be needed for one member to the Transitional Council and one member for the Trustees.

c. Time capsule – there was a time capsule at WBUC which is now housed in Rev. Graham's office. It was buried in September 1948 behind the corner stone of the church. There is a suggestion to do the official opening at the 70th anniversary which is in 2018. It can be displayed at the congregational meeting. A suggestion was made to do a video which will be buried when we do a new time capsule. It was also suggested that we speak to BC Conference Archivist – Blair Galston for suggestions on what to do with the contents of the time capsule.

ACTION: Debra Legge and Lorna Gross will contact the archivist and organize this display.

**Motion to
Adjourn**

Meeting was adjourned at 8:20 pm.

Closing Prayer**Next Meeting**

Tuesday, January 23, 2018 at 6:00 pm.
Wednesday, February 21, 2018 at 6:00 pm

Bill Medland, Chair

Debra Legge, Secretary

Minister's Report

Thanksgiving – it was noted that even though it was discussed the folks who were the decorators were not around so there were no decorations in the sanctuary. The service went well.

Database (with Maureen) – continue to update the database

LNP – Leadership of the New Parish program – it is an intense project due in a month. The plan is to map the parish with the help of folks from the congregation. This will be done in December. “Small enough to be known but large enough to live a lot of life” Do we have meeting points where we people in the neighbourhood.

Baptism - Dec 10 – double baptism – Janet Woron – both daughters gave birth so both Benjamin and Rhys will be baptized. The same day as the breakfast with Santa

Time to go to London – Graham really appreciated the chance to go to a funeral of a friend who passed away suddenly in London, Ontario

Presbytery re: Remit 6 – we had a number of congregational members attend the meeting at Presbytery.

GCE –

Advent starts this December 3 – we will have our usual 10:30 service as well as an evening service

How are Core Ministry groups doing – Graham feels they are doing well. Those who are not sure what these groups do not attend the meetings. Our volunteer base seems to be small and the same people are doing what needs to be done or it's done by Graham. There is some worry about the work load of these volunteers. The groups Service and Learning have not met or have co-ordinators in place.

CMG: Worship Precis

The Core Ministry Group: Worship met on Tuesday, October 17th, 2017. There were 5 people present, plus the Lead Minister, Music Director and Field Placement Student; at the end of the gathering Barb Tunnicliffe and Melissa White continued on as the co-ordinators until the next meeting, February 20, 2018 (Tuesday 7:00 pm).

The bible study focused on the Exodus story in chapter 35 about the willing hearts being brought in service to the creation of the Ark of the Covenant. We continued this conversation into our learning time.

During our review time, we focused on what has been happening since the CMG last met. Some affirmation of what has been happening was offered: the 10 am Summer Service was well received, though some confusion about the reason, and some dissenting voices, we will consider this again next year; Bev Shippam had to stop doing the scheduling of greeters, readers, and prayers and this has become a staff function, this will be discussed further later on in this gathering. Since September Marcus and Rev. Graham have been trying some new “Sunday format” ideas, and these will continue to be monitored and communicated.

In terms of lay participation scheduling and tasks (readers, prayers, greeters, offering takers, communion servers, candle lighters and (?) offering counters), it would be helpful to have some ‘helpful hints’ written for those who are being asked. **Barb** will write some regarding

communion, and **Dorothy** will create some regarding Reading and Pastoral Prayers. We will see what other hints might be needed. **Christina** has agreed to take over scheduling of all lay participation, and seeks assistance from other members of CMG:W and beyond to find those who are willing and able to fill those roles.

In terms of preparation for the coming months, we spoke about All Saints, Remembrance Day, Advent, Christmas Eve, Shrove Tuesday and Lent.

Christmas Eve will be at 7:00 pm, we will have a Shrove Tuesday Pancake Supper and **Barry** will find someone to organize that meal. During Lent we will have some form of series, and a visual reaction to that series - probably on prayer and The Lord's Prayer.

We discussed dates for Communion through to the end of June, and pulpit supply that is required for Sundays when the Minister is absent.

A final conversation was held regarding space allocation which is a multi CMG conversation that will need to be hosted. Spaces like the Flower Room, space for Sunday School and the June Burritt Lounge were named. **Rev. Graham** will try to facilitate this conversation.

In preparation for the budgeting process, we agreed on the following recommendations:

Pulpit Supply	\$2,500
Music Leader Supply	\$700
Choir & Music	\$750 (the choir fund of \$1,650 rolled into church acct)
Instruments	\$2,000 (tuning of pianos and organ maintenance)
Worship	\$1,000

There may be a need for a new computer for recording, but we did not include that in this budget request.

CMG: Belonging Precip

The Core Ministry Group: Belonging met on Saturday, October 28th, 2017. There were 10 people present, including the Lead Minister; at the end of the gathering Kathy Prasad continued and Dave Ellis joined her as the co-ordinators until the next meeting, February 17, 2017.

The CMG reflected on Exodus 22.20-27 and the learning time was focused on the Sexual Misconduct Prevention & Response Policy of the UCCan.

In reviewing and planning for the ministry of Belonging we spoke about:

1. Pastoral Care: Facilitated by Randolph Bruce, visits are happening, though it is always helpful to know who else might need a visit from members of this team. A request was made regarding the Prayer List; Kathy will send the prayer list to whomever is leading the Prayers of the People that week.

2. Fellowship: The small group that met after the last CMG:B offered some suggestions for this fall such as different set-up for the actual fellowship time. They also wanted to remind teams to keep it simple and that it is not a competition. For each Fellowship Team there is up to \$20 available if needed to help supplement for a specific week. There is still a need for a new Scheduler for the Roster. It was made clear that those who are Team Captains are responsible for switching their schedule Sunday if they are not available (or encourage their team to do it without them!) Once per year, each team should take home one of the coffee urns to clean. We will remind people that we are working hard at not using Styrofoam, and that donations of it will not be accepted.
3. Fun-raisers: Appreciation for the events that have taken place this year already, and looking forward to the next pancake breakfast on Nov. 4. The Robbie Burns' Dinner will be January 27, and dates for events in 2018 will be forthcoming.
4. Community Meals: The one-pot Maundy Thursday Service went well. The Thanksgiving lunch went well, though some cannot attend due to their own family meals taking place; though the meal should still happen for those who would not get one anywhere else. There will be Breakfast with Santa on December 10th. There will be a Shrove Tuesday Pancake Supper on February 13.
5. Welcomers / Ushers: Dorothy Jeffrey and Barb Tunnicliffe updated us on their conversations regarding a new role for a "Welcomer" or "Usher" (name still TBD). This person will be knowledgeable about the activities of the church and available to help the Greeters (a different role) by seating people and introducing new people if they desire it. These will be people who have contact, but they won't be hovering. Dorothy and Barb will continue to develop some "helpful hints" for this role, which will distinguish between Greeters and this new role.

We also mentioned, though didn't talk about in depth: a Jubilee "this is what we do" brochure, meals for Lenten Lunch (CMG: Learning), communication and advertising, and Transportation.

In preparation for the budgeting process, we agreed on the following recommendations:

Fellowship	\$800
Family Matters	\$800
Website	\$100
Transportation	\$500
Belonging Misc.	\$300