



MINUTES OF
THE TRANSITIONAL COUNCIL OF
JUBILEE UNITED CHURCH
The United Church of Canada

May 14, 2019
JUBILEE UNITED CHURCH
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: Rev. Graham Brownmiller (Lead Minister), Colin Brown (Associate Minister) Sara Coyne, Lorna Gross, Bill Medland, Ken Tunnicliffe and Debra Legge
Regrets: Linda Wray

OPENING PRAYER The meeting began with prayer at 6:30 pm.

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

BIBLE STUDY A short bible study was held.

CONSENT AGENDA (a) that the Minutes of April 3, 2019 be adopted as distributed;
(b) that the Minutes of the Extra Ordinary Meeting of April 23, be adopted as distributed.

Motion: To accept the Consent Agenda item motions as presented.

Moved by: Sara Coyne **Seconded by:** Lorna Gross

CARRIED

FINANCIAL REPORT Linda Wray emailed the financial report for April, 2019 prior to her departure.

Council agreed to accept the financial report for April, 2019 as circulated.

OTHER BUSINESS a. Caretaker - At the extraordinary meeting it was agreed that a position could be posted for a Casual Leave Coverage Caretaker as we await the return of Justin Harvey; this position was written to be 10-hours per week, with a cleaning company coming every Monday. It was decided that the temporary caretaker would start with 10 hours and then increase the hours in the fall. Colin Brown will oversee daily activities. There is a need for volunteers to take care of certain tasks e.g. recycling on Wednesday mornings. A selections committee to interview potential applicants include Rev. Graham, Sara and Ken. Ideally this person would start the second week of June. Rev. Graham was asked to make a list of duties for the caretaker.

b. Council Communication – The email that was sent by the Council in early May will be included as an insert this coming Sunday. Bill will address the congregation on May 26 during Life and Work of the Church.

c. An updated Sabbatical Plan has been given to Bill Medland. There are a number of tasks that will need to be overseen by the Transitional Council including purchasing of items that cannot be ordered. Colin, Bill or Debra will purchase items as needed. If items can be ordered (i.e. paper products etc.) the temporary caretaker will advise the Office Administrator who will order them. The process of reimbursements was also discussed.

MOTION: The limit for authorization of reimbursements and invoices for the office will remain at \$150, for associate minister \$1,000 and chair of TC will be \$2,000. Anything above \$2,000 will require a second TC member.

Moved by: Bill Medland **Seconded by:** Lorna **CARRIED**

d. Music Description - There was a gathering on May 2 to discuss the music ministry. The notes from that meeting are found at <http://www.tinyurl.com/JUCMusMin> It was a fruitful discussion, and gives some direction for when the position is to be filled.

When hired it will be someone to accompany the congregation on the organ and piano or any other instruments, to work with a variety of folks in small groups, and to oversee the music program as a whole; this could be one to three persons. The job description will be updated to reflect the conversations, but has not yet been posted. We have coverage through to the end of September, and during this time M&P will decide, with the Transitional Council, when hiring will happen.

e. Plans for Rumble on Gray are underway. This event is meant to be an engagement of the community event of the church and its main focus is not fundraising. During Rev. Graham's sabbatical, any questions for this event will go to Bill Medland, Transitional Council Chair.

CORRESPONDENCE **Fair Trade Coffee** – In response to correspondence received regarding fair trade coffee, Council discussed Fair Trade Coffee. It is expensive and not enough is donated to cover the cost. A quick search revealed that Costco has this product but only in bean format and if beans are used it will take quite a bit of time to grind the beans each week. Colin is going to check with West Point Grey United to see who their supplier is. More research will need to be done, though IKEA also has some Fair Trade Coffee which is ground.

MEETING ADJOURNED Meeting was adjourned at 8:30 pm.

NEXT MEETING Tuesday, June 25th, 2019
[Suggestions for the fall: early September, mid-October, November 25-27]

Bill Medland, Chair

Debra Legge, Secretary