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MINUTES OF  
THE EXECUTIVE TEAM OF  
**JUBILEE UNITED CHURCH**

The United Church of Canada

September 1<sup>st</sup>, 2021

Virtual Meeting

JUBILEE UNITED CHURCH  
BURNABY, BRITISH COLUMBIA

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**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

**INDIGENOUS  
RELATIONS**

Jubilee United Church gives thanks and acknowledges that we are situated on the shared, ancestral and unceded territories of the hən̓q̓əmi̓nəḥ̓ and Skwxwú7mesh speaking peoples. We equally respect each of the Nations who share territory in what we call Burnaby.

**PRESENT:**

Rev. Graham Brownmiller (Lead Minister), Ken Tunnicliffe, Nancy Baird, Lorna Gross, Anne McCannel, Christina Burge (Treasurer), and Debra Legge (Chair)

Regrets: Sara Coyne, Barry Morley

The Executive Team joined via Zoom, a platform that allowed all members to communicate with one another at the same time.

**OPENING PRAYER**

The meeting began with prayer and check-in at 7:00 pm.

**PREVIOUS MINUTES**

**Motion:** that the Minutes of the Executive Team meeting on June 8<sup>th</sup>, 2021 and August 7, 2021 be adopted as distributed.

**Moved by:** K. Tunnicliffe **Seconded by:** A. McCannel

**CARRIED**

**ITEMS FOR  
CONVERSATION**

**Restart Plan** Rev. Graham outlined some of the materials received from the Public Health Office. While Faith Groups are exempt from the mask mandate and vaccine passport, faith leaders may choose to implement policies for in-person services should they choose to do so.

Discretionary (i.e., social or non-essential) meetings taking place at places of worship will be subject to proof of vaccination requirements, while non-discretionary meetings (i.e., NA, AA, and other support groups) are exempt.

Previously, we had used the benchmark of the Province moving to stage 4; at this point we have not reached that. The Executive Team of Jubilee United Church does not want to put anyone in harms way with the potential rise in case counts, and a random, informal survey of a handful of congregants indicates that opening in-person worship on September 12 is too early.

**Motion:** that Jubilee United Church continue to hold off on re-opening for in-person worship until such time as the pandemic seems more in control, and the Province moves to stage 4 of the restart plan.

**Moved by:** C. Burge

**Seconded by:** N. Baird

**CARRIED**

Following this conversation, the question about other services and our user groups was raised (e.g., funerals). As long as our user groups are following the rules of the Provincial Health Office and continuing to sanitize, they are allowed to continue. For a funeral service, we would suggest a limit of fifty (50) people by invitation, and no reception at this time.

CMG: Worship The CMG: Worship met to discuss what would happen if we were to return to in-person worship in September. Many of the plans are transferrable to any date: fewer hymns, no passing of the peace, offering plates will not be passed, Communion will be offered using pre-packaged communion. Greeters will have a list of information to share when folks enter, and we agreed to implement a colour-coded system to demonstrate people's personal comfort with social distancing.

Andrew Burge and Rev. Graham have ordered new technology for the sanctuary; Andrew will do most of the install himself.

CMG: Service Gratitude was expressed for the Thrift Shop which has been operating all summer.

A small group of interested individuals gathered to discuss the Community Lunch; it was agreed that we would not return to a Tuesday sit-down lunch at this time, and we will continue to explore options for providing food to those in need. We will also continue our Cobbs Bread donation program and re-distribute to other organizations for their use.

CMG: Belonging Dave Ellis has been working at a schedule for fellowship time, but based on the Executive Team's decision tonight, plans will be put on hold.

A Family Matters event was scheduled to happen in early September, but it was cancelled due to low response.

CMG: Learning Sunday School will continue online until the church resumes in-person worship. The team came up with a plan for what will happen when we do return to in-person worship, and thought about some ideas for beyond that.

Another Thanksgiving Food Drive is being planned for October 9<sup>th</sup> from 11-2.

Ministry Profile The Search Team has met and reviewed profiles on Church Hub and invited a few other  
Search Team candidates to apply. The deadline for applications was yesterday; the search will remain  
Update open.

Music Director The offer made to a successful candidate in early August was declined. The Search Team  
Update interviewed and auditioned another candidate whom they feel meets the criteria we are seeking.

With over 25 years of experience serving as Music Director and Organist at various churches, this candidate comes with Masters degrees in piano performance and choral conducting. The interview went well and the search team is happy to recommend offering this position to the candidate.

**Motion:** that Rev. Graham be authorized to negotiate with the successful candidate up to thirty three dollars (\$33.00) per hour.

**Moved by:** C. Burge

**Seconded by:** A. McCannel

**CARRIED**

Faithful Public Witness Shaughnessy Heights United Church has offered to share their Pride Doors with a few churches, including us. While we have not entered into the Affirming Ministry process, as a stated desire in 2020, this is a way for Jubilee United Church to be P.I.E. (Public, Intentional and Explicit) in its Faithful Public Witness. The Pride doors are painted in rainbow colours and read "God's Doors Are Open For All" and includes a progressive pride flag.

There was general consensus that we would like to have these doors at some point, but not now. We will express appreciation to Shaughnessy Heights United Church and continue conversation with them.

There were a few comments shared about the rainbow steps leading into the sanctuary. There was some surprise at the location, but a majority of comments have been positive. Sadly, one member reported that someone felt unwelcome by the painting of the stairs.

**DEVELOPMENT** The Development Team walked through the new Sussex building and report that it is beautiful design and that some spaces are somewhat smaller than anticipated. We are aware that we will have to be flexible in use and storage.

A lease with the Pacific Mountain Regional Council is being developed, and after comments from the Development Team and Trustees, is with the Lawyer. It will come to the Executive Team prior to signing.

**PRIORITIES** There are some renovation and building upgrades that could be undertaken at JUC: Rumble (e.g., carpet and chancel design in the sanctuary, hall painting and minor fixes). While some of these items have been spoken about previously, there has not been any movement on them. Now feels like a good time to investigate the possibilities for renovation to the chancel and sanctuary. Depending on schedules, this might delay our return to our worship space even beyond the pandemic.

**Motion:** that the Administration Working Group be given permission to speak with contractors for quotes on sanctuary renovations.

**Moved by:** C. Burge      **Seconded by:** A. McCannel      **CARRIED**

**ADJOURNMENT** Being no further items on the agenda, the chair declared the meeting adjourned at 8:20.

**NEXT MEETING:** Tuesday, October 5th, at 7:00 pm.

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Debra Legge, Chair

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Sara Coyne, Secretary

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