



MINUTES OF  
THE COUNCIL OF  
**JUBILEE UNITED CHURCH**

The United Church of Canada

June 1, 2022

Held in-person at the Sussex Site

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

**INDIGENOUS  
RELATIONS**

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

**PRESENT:**

Rev. Stevan Mirkovich (Supply Minister), Debra Legge (Chair) Nancy Baird, Christina Burge (Treasurer), Ken Tunnicliffe, Anne McCannel (Secretary)

Guest: Jason Meyer

Regrets: Lorna Gross, Barry Morley, Spencer Peters

**REFLECTION, OPENING  
PRAYER**

The meeting began at 7:30 pm with a brief time of reflection, followed by prayer.

**PREVIOUS MINUTES**

**Motion:** that the Minutes of the Executive Team meeting on April 27th, 2022, be adopted as distributed.

**Moved by:** Anne McCannel

**Seconded by:** Nancy Baird

**CARRIED**

**ITEMS FOR  
CONVERSATION**

**FINANCIAL REPORT**

Christina Burge presented the year-to-date figures as of end April 2022. See [Appendix 1](#).

**Pacific Mountain  
Region Council:  
request to pay  
\$600,000 balance  
over 6 months**

As of April 1, the Pacific Mountain Region Council (PMRC) owed Jubilee United \$800,000, associated with the new Sussex building. They paid \$200,000 in April, but have requested to defer payment of the \$600,000 balance, because the financial markets are down. They have proposed payment of \$100,000 per month over six months from July to December.

Christina Burge explained that there is not an immediate need for the outstanding \$600,000. The money was to be put into an investment fund, and an account at RBC was to be closed and used to cover expenses. Instead, the RBC account has not been closed, and the \$200,00 that has been received is being used to cover expenses. There was discussion around potential lost financial growth because the money is not received and

invested, and possible differences in fees associated with lump-sum vs staggered addition to the investment account.

We discussed our partnership with PMRC, our desire to build a positive relationship, challenges that have already arisen with sharing the Sussex site, and our need for a conversation with PMRC.

It was agreed to ask Trustees to review PMRC's request, and report back to Council.

**Chairs at Sussex site** New chairs received at Sussex were not of the design that was ordered. We will keep the chairs, but a credit of 50% has been negotiated.

**Extension of Stevan's appointment** **MOTION:** That Jubilee United approve the extension of Stevan Mirkovich's short term supply appointment to June 30, 2022.  
**Moved by:** Nancy Baird **Seconded by:** Christina Burge **CARRIED**

**Sussex Launch events** About thirty people attended the coffee hour held at Sussex after church on Sunday May 29. Good feedback was received.

Orientation/tours for the congregation will be held on Sunday, June 26 after church. Coffee and sandwiches will be supplied. An invitation will be extended to PMRC.

The first Open House for the public will be held on Saturday July 16 from 5:00 pm to 8:00 pm. Jason will work on advertising and promotional materials. Food will be supplied.

The second Open House will be on Saturday, August 27 from 2:00 pm to 5:00 pm. The Launch Team will work on details.

**Sussex site kitchen** While most of the kitchen is functional, the dishwasher is not working. Jason is following up on it.

Missing push plates on the doors have been noted in the deficiency report.

A number of items such as glasses, racks, and a cart still need to be purchased.

**Motion:** approve spending of up to \$10,000 toward outfitting the kitchen at the Sussex site.  
**Moved by:** Christina Burge **Seconded by:** Ken Tunnicliffe **CARRIED**

**Social Media Privacy** There is a privacy concern around children being streamed and recorded on zoom during our service.

Our policy document from 2020 will be reviewed and updated with respect to privacy around our social media. A reminder that we are live streaming can be printed in the bulletin and on the screen during the service. If people wish to opt out, they can let us know.

**Fall Events at Sussex** It was agreed to give the Fun-Raisers approval to begin planning events to be held at Sussex in the fall.

**Coffee Time** Coffee time after church can resume, once David Ellis has an opportunity to organize volunteers.

**Requested Event to be held at Sussex** A request to have a funeral at Sussex in June or July has been received from a family who were past congregants of West Burnaby United Church. Jason and Stevan will follow up with the family to discuss options, as the kitchen is not fully functional, and we don't have a minister in July.

**Rental Requests by current congregations at Rumble** A congregation that currently rents the Rumble site has asked to rent the Rumble hall for a Saturday. Jason will develop guidelines for rentals with groups that have existing relationships with Jubilee, and he will follow-up with the congregation that has made the request.

**Camp Spirit** Jubilee will be hosting this camp on site at Rumble August 22 to 26, 2022. Our Camp Director is Heather. The camp is full at this time but applications are still being taken for the waitlist. We are arranging for Heather to meet Debra, Gabrielle and Jason to tour the site and talk about community engagement ideas.

**Adjournment** Having completed our agenda, the meeting was adjourned at 9:38 pm by prayer offered by Rev. Stevan.

**Next Meeting** To be set by the Chair.

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Debra Legge, Chair

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Anne McCannel, Secretary

Appendix 1

Jubilee United Church

April 2022

Year to Date - April 30, 2022

**REVENUE**

Contributions	28,530.66	
Use of Facilities - Rumble	29,495.15	
Use of Facilities - Sussex	0.00	
Other	59.82	
		<u>58,085.63</u>

**TOTAL REVENUE**

58,085.63

**EXPENSE**

Administrative	4,239.12	
Facilities - Rumble	30,650.44	
Facilities - Sussex	14,690.50	
Personnel	62,377.35	
Ministry (CMG's)	5,725.49	
		<u>117,682.90</u>

**TOTAL EXPENSE**

117,682.90

**NET INCOME (LOSS)**

-59,597.27

<u>2022 Annual Budget</u>		<u>% of YTD</u>
181,250.00		15.74%
109,958.00		26.82%
35,500.00		0.00%
20,505.00		0.29%
	<u>347,213.00</u>	16.73%
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20,280.00		20.90%
70,450.00		43.51%
261,950.00		5.61%
292,055.00		21.36%
42,800.00		13.38%
	<u>687,535.00</u>	17.12%
	<u>687,535.00</u>	17.12%
	<u><u>-340,322.00</u></u>	17.51%