



MINUTES OF
THE COUNCIL OF
JUBILEE UNITED CHURCH

The United Church of Canada

August 30, 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 hən̓qəmiñəm 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), Gabrielle McLarty (Community Life Minister), Debra Legge (Chair), Lorna Gross, Spencer Peters, Ken Tunnicliffe, Anne McCannel (Secretary)
REGRETS:	Regrets: Nancy Baird, Christina Burge (Treasurer)
GUEST:	Jason Meyer (Office & Facility Coordinator)
OPENING PRAYER	The meeting began with prayer at 7:33 pm.
PREVIOUS MINUTES	Motion: that the Minutes of the Council meetings on June 22, 2022 and July 19, 2022 be adopted as distributed. Moved by: Anne McCannel Seconded by: Spencer Peters CARRIED
FINANCIAL REPORT	It was noted that the offerings are down from the budgeted amount. It is hoped that people will feel more comfortable making donations when worship begins at Sussex, as we will return to the practice of bringing the offering plate forward during the service. Motion: that the financial report of June 30, 2022 be received for information. Moved by: Ken Tunnicliffe Seconded by: Spencer Peters CARRIED
ITEMS FOR CONVERSATION	
Administration	While Rev. Graham Brownmiller returns from Restorative Care on a graduated return to work plan, he is trying to get a handle on where things are at with Office, Rumble and Sussex Operations. He and Jason Meyer are beginning to work together to understand division of labour and tasks. There are some issues with getting finishing done at Sussex, but they're coming together.

Ministry & Personnel The M&P Committee met about a number of items and Rev. Graham brought their report and recommendations. Rev. Graham shared with Council about the ongoing graduated return to work plan and the need to remain flexible. Rev. Graham shared his thanks with M&P for their support during the past six (6) months and commended Jason for the work he’s done over the start of his work.

Shaughnessy Heights United Church has approached Rev. Graham about the possibility of sharing a caretaker– each congregation would have 20 hours/week. Consensus was reached that conversations continue with Shaughnessy Heights and the creation of two positions would be welcomed. Discussion will continue and be brought back to council.

The scope of the position which was previous called the ‘Facility Host’ will be renamed and expanded to 15 hours per week. This position will include some facility work, administration, maintenance, and cleaning. Rev. Graham emphasized that he is working to build a team where people can fill in for others, and all the required work is covered.

At this point, Jason Meyer and Gabrielle McLarty were invited to leave the meeting to discuss other items from M&P which were dealt with *in camera*. When the Council moved out of the *in camera* session, the following information and recommendation were recorded.

Having two (2) sites for ministry means that administrative staff are required to use their personal cell phones for work purposes. We are willing to sign Tax forms indicating that their phones and vehicles are used for this purpose, as well as providing an allowance. Rev. Graham will determine the allowance.

MOTION: Council agrees to pay a phone allowance for its administrative staff to be negotiated based on their percentage of time they work.

Moved by: S. Peters **Seconded by:** K. Tunncliffe **CARRIED**

Other items Rev. Graham recently walked through the Sussex site with Townline, and deficiencies were noted and will finally be dealt with. The kitchen at Sussex has been approved by Fraser Health, as it is a commercial kitchen.

The South Burnaby Metro Club Jubilee Festival will happen on September 10 at Bonsor Park. Bev Thacker suggested that Jubilee United Church be represented at the event. Volunteers will be sought once additional information is gathered. *Subsequent to the meeting, we were informed that Religious Groups are not allowed to participate in the event.*

Adjournment Having completed our agenda, the meeting was adjourned at 9:08 pm.

Next Meeting To be determined.

Debra Legge, Chair

Anne McCannel, Secretary

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