

Minutes

Jubilee Council Meeting

November 13, 2024

Present: Kye Andrews (Music School), Kevin Collins (Past Chair), Fran Crabe (UCW), Rev. Anne Dionisio (Minister), Doris Doidge (Member-at-Large), Sue Hawton (Trustees), Deborah Johnston (Secretary), Barb M (Worship), Pam Lock (Outreach/Regional Representative), Jeanette May (Chair), Gary Norris (Treasurer), Christine Petrie (Finance), Valerie Winters (AIC-Property)

Regrets: Susan-Jane Bynoe (Worship), Kathy Coats (M&P), Cher Colford (Jubilee Cares), Pat Lansche (Fundraising and Event Support), Barbara Rutherford (Facilities), Rev. Norm Seli (Minister), Bill Watson (Trustees)

Call to Order

Jeanette May

The meeting was called to order at 7:05 pm

Agenda Review

No changes were made to the agenda.

Approval of Minutes of Council Meeting on October 9, 2024

Moved by Valerie Winters and seconded by Gary Norris that the minutes of the October 9, 2024 Council meeting be approved.

Carried

Business Arising from the October 9, 2024 Minutes

Most committees are working on their lists of program needs and wants for 2025 and 2026. Christine stated that it was not necessary to be exact, but if help is required, she would be pleased to assist.

ACTION: Christine will send an email on Monday, November 18 to Council Chairs to remind them to submit their list of program needs and wants for 2025 and 2026.

ACTION: All Council Chairs will submit their lists of program needs and wants for 2025 and 2026 to Christine and Kathy by Friday, November 22, 2024.

Minister's Report

Anne Dionisio

- Anne has forwarded drafts of three documents that she is working on, adjusting them for Jubilee's use: Annual Declaration; Duty of Care Policy; and Police Records Check Guidelines (see attached). These documents will apply to anyone working with children, teenagers and seniors, and who are conducting pastoral care. It was suggested that refugees be added to this list of vulnerable persons.

- Anne met with Rai Remmel to discuss Duty of Care work. He stated that any work in this area will be a step ahead from an insurance perspective. Rai will continue to work with Anne on these policies.
- The Grief Group is wrapping up this week but there are plans to have a one-day Grief session on December 5 for people who find the Christmas season particularly difficult.
- A “pop-up” Bible Study was held on November 5. Norm is also planning a “pop-up” online Bible Study for Advent.
- New members and communion will be celebrated on December 1.
- Plans are being made to split the Sunday School into two classes for pre-teens and teens and invite Jubilee’s previous youth to be part of the leadership.
- Roz Espin is facilitating a women’s retreat on November 23, Path of the Wise Woman Day - Into the Darkness. This event will be a day of spiritual rest and nourishment.
- There is now a link for prayer requests on Jubilee’s website to provide another opportunity for people at Jubilee and beyond to connect with Revs. Anne and Norm.

Treasurer’s Report

Gary Norris

- Gary reported on the sale of Forest Grove and disbursement of funds
- Gary presented the Operating Fund for September (see attached reports)
- Gary stated that his quarterly financial report will outline the offset of the Music School Instructors’ salaries by the fees paid by the Music School students
- There was discussion about the possibility of implementing an auto deposit system for e-transfers to simplify the process of receiving funds and avoid the need for passwords.

Moved by Gary Norris and seconded by Fran Crabe that the report on the closing of the sale of Forest Grove United Church and the disbursement of funds be accepted.

Carried

Moved by Gary Norris and seconded by Valerie Winters that the September Financial report be accepted as presented.

Carried

ACTION: Gary will speak with Jubilee’s Auditor regarding the possibility of implementing auto-deposits for e-transfers.

Refugees

Kevin Collins

- The Amiryar family moved into their home on Cassandra Boulevard on November 1.
- The family have received their permanent resident cards and have applied for health cards, and the children are in school.
- There is confusion about the family’s financial situation and their willingness to accept donations, as some items have already been offered but not accepted. They have supports in the community who have provided some of the items they need. The Refugee Committee is working on a list of needed items.
- The Committee had earlier committed to pay the family’s travel costs but have not received the travel bill from the government as yet.
- There is no further update on the Al Dahoul family.

DVRR

Kevin Collins

- There is uncertainty about the future of the DVRR.
- Forest Grove was contributing \$3,000 per year to DVRR and Jubilee will continue to do so as per the Amalgamation Agreement.
- Future activities with the DVRR will be assumed by Jubilee's Refugee committee.
- Kathy Young will continue the annual Amaryllis and Honey sale to fundraise for the Refugee fund.

ACTION: Kevin will follow up to determine the status of the DVRR.

ACTION: Kevin will follow up to determine whether the \$3,000 annual payment to DVRR has been paid for 2024 and will set it up with Gary for future years.

AIC-Property Committee

Valerie Winters

- The new soundboard has been wired and installed. The sanctuary was tested for acoustics after the ramp was completed. They are waiting to ascertain if there are any physical change recommendations.
- A *Tinybox* structure will be purchased for outdoor storage. The unit will be built off-site over the winter and delivered in early spring.
- They are scoping out digging a trench from the church to the storage unit to run an electrical conduit to power lights and electrical plugs and the possibility of adding a couple of EV charging stations.
- Cracks in the asphalt are being repaired and parking lot lines are scheduled to be painted on November 11.
- All the windows on the third level and the valleys on the metal roof will be caulked this fall to address a suspected leak.

ACTION: Val will advise Marcus to ensure the caulking contractor has the proper certification for working at heights.

- A contractor has been selected to replace the bee destroyed soffits and fascia in the spring.
- Kye's office is being sound proofed to enable the recording of music and scripture readers. Marcus is performing some of the work himself.

ACTION: Val will ask Marcus and Barb Secord to look into tightening the loose railings in the sanctuary.

Outreach

Pam Lock – written report (see attached)

- The Cram-A-Cruiser food donations pickup has been changed to December 2, from 10:30 am to 11:30 am. It was suggested that the promotion of the food drive be increased.
- The fall meeting of the Shining Waters Regional Council was held on November 12, 2024. Three items stood out:
 - The 2025 Annual General Meeting of SWRC will be held on Zoom, with an estimated savings of \$15,000 for the region.

- The Festival of Faith will be held on June 13-15, 2025 in Sudbury and will celebrate the 100th anniversary of the founding of the United Church of Canada. A new hymn book will be introduced as part of the celebration.
- A survey has been sent to all communities of faith to identify mission and ministry priorities, asking for a response before the end of January 2025. Rev. Norm has suggested that this item be added to Council's January agenda.

ACTION: Jeanette will add this survey to Council's January agenda.

Other Business

Volunteers

Pam Lock (see attached report)

- Pam noted that Jubilee is approaching volunteer burnout
- Many long-term volunteers are aging, and are no longer able to offer their time and skills.
- There is specific concern with providing refreshments following the Sunday services
- Pam will schedule a meeting with former Coffee Team members to brainstorm.
- Pam would like Council to identify areas where volunteers are needed and figure out how to encourage people to offer their time and skills to enrich congregational life.

ACTION: Jeanette will add a discussion regarding Volunteers to the December agenda.

Roll of the Archivist

Kevin Collins

- Kevin reported that he had a bag of documents that have been collected by previous Jubilee Archivists and he doesn't know who to give them to. Jeanette agreed to accept the items.
- He suggested the Archivist take on a more proactive role and collect documents and photographs, etc. from the various events taking place at Jubilee
- Jeanette clarified that the Archivist's primary responsibility is to ensure the church's vital records, such as membership rolls, baptism, wedding and funeral registries, and legal documents are forwarded to the United Church of Canada if the church closes or runs out of storage space.
- The church is also required to submit an Annual Report each year, which is done.
- Jeanette has been advised that the Church Administrator typically takes on this role. Jeanette approached Dianne Clare when the last Archivist stepped down and she was agreeable to take on the role.
- Norm keeps a photographic record of events and preserves them on portable hard-drives, and also produces a photo exhibit for the AGM every year.

Next Meeting Date

Wednesday, December 11
7:00 pm

There was discussion about whether Zoom meetings would be held during the winter months, and Council agreed that they would continue to meet in person, and only meet on Zoom in the event of poor weather.

Meeting adjourned at 9:50 pm

Approved December 11, 2024

Jeanette May