

# **Minutes**

## **Jubilee Council Meeting**

### **June 11, 2025**

Present: Kye Andrews (Music School), John Barr (Finance), Susan-Jane Bynoe (Worship), Spencer Clinton (Christian Development), Cher Colford (Jubilee Cares), Fran Crabe (UCW), Christine Crosby (Facilities), Rev. Anne Dionisio (Minister), Doris Doidge (Member-at-Large), Sue Hawton (Trustees), Deborah Johnston (Secretary), Pam Lock (Outreach/Regional Representative), Jeanette May (Chair), Gary Norris (Treasurer), Rev. Norm Seli (Minister),

Regrets: Kathy Coats (M&P), Pat Lansche (Fundraising and Event Support), Bill Watson (Trustees), Valerie Winters (AIC-Property)

#### **Call to Order**

Jeanette May

The meeting was called to order at 7:30 pm after a Council Appreciation Social.

Jeanette thanked all the Council members for their commitment.

Jeanette introduced Spencer as the Chair of the Christian Development Committee and welcomed him as a new member of Council.

She also congratulated Anne on being approved at the Congregational Meeting for a full-time Call with Jubilee.

#### **Agenda Review**

Outreach and UCW will be added to the Committee Reports.

#### **Approval of Minutes of Council Meeting on April 9, 2025**

*Moved by Susan-Jane Bynoe and seconded by Doris Dodge that the minutes of the April 9, 2025 Council meeting be approved.*

*Carried*

#### **Business Arising from the April 9, 2025 Minutes**

- Norm reported that the Photo Directory has still not been received, and that he will continue to follow up on it.
- Kathy had reported by email that Elections Canada mobile voting can be done wherever a person is located - at the hospital, rehabilitation place or home if there are accessibility issues. A call must be made to the local office listed on the registration card.
- John reported that Jubilee's investment firm, CC&L, presented their proposal to the Finance Committee and Trustees for investing Jubilee's money, including the funds received from the Forest Grove amalgamation. They stated that there was going to be a change in the allocation between equity funds and fixed income funds. CC&L also presented how they handle sustainable investing within their organization. While there is a minor amount of investment in fossil fuel companies, the Finance Committee and Trustees were satisfied and approved the proposal.

## **Confirmation of Council's Email Vote re Rev. Anne Dionisio's Call to Jubilee**

Jeanette May

- At the January Council meeting, Council agreed to contact Shining Waters to discuss the possibility of pursuing a Call for Anne given her contract was ending on June 30, 2025.
- Vivienne Wit, representing M&P, and Jeanette were asked to form a Working Group and to work with a Shining Waters Liaison, Lynella Reid-James, to take the necessary steps to pursue a Call.
- Jeanette sent out an email to Council outlining the steps that had been taken, including the terms that had been negotiated with Anne. Council members were asked to vote by return email on whether they accepted the recommendation of the Working Group and Jeanette received 18 votes unanimously in favour of the recommendation. This was the last step that was needed before taking the recommendation to the congregation for a vote.
- As there wasn't enough time to hold this Council vote during a scheduled meeting, Council was required to document the motion in their minutes. The motion was:

*Moved by Jeanette May, Chair of Council, and seconded by Kathy Coats, Chair of M&P, that Jubilee Council accept the recommendation of the Working Group that Rev. Anne Dionisio be Called to Jubilee United Church, commencing July 1, 2025 with the following terms:*

- *40 hours/week*
  - *Based on category E11, Jubilee's Cost of Living Category 5, and a premium of 20%, for a monthly salary of \$8,100*
  - *Phone allowance - \$800/year*
  - *Continuing Education allowance - \$2,000/year*
  - *Vacation - 1 month/year (23 days including 5 Sundays)*
  - *Study Leave - 3 weeks/year, including Sundays*
  - *Administrative support by Jubilee's Office Administrator*
  - *Participation in the centralized payroll service; pension and group insurance payments as assessed*
  - *Mileage - \$0.55/km*
- Carried*

## **Ministers' Reports**

Anne Dionisio

- Ukelele Camp is in place for July 21-25. There are currently 8 campers registered, and a group of volunteers, staff and teachers is developing. The central theme is Neighbourliness.
- Since the last Council meeting, there have been two Common Ground Worship services with the Grove Band. André Latchman preached at the first meeting, and the service went very well. June's service explored themes of welcome and community. The plan is to meet with a group in the summer to do some planning for the fall. Coming dates: September 7, October 5, November 2, December 7 (1st Sunday of the month at 7pm).

- The 20 Somethings group went for brunch on May 25. They will plan at least one outing in the summer.
- Women's Bible Study continues with dates on June 17 and June 24 and will break for the summer.
- There have been two events in the Path of the Wise Woman series and the next one is scheduled on June 20. Roz Espin and Anne traveled to Five Oaks Retreat Centre in Paris, Ontario to see the space that has been booked for an October 17-19 women's retreat. Information about the retreat will be coming out shortly.
- Anne continues to make Pastoral Care connections over the phone, by email and in person.

#### Norm Seli

- 100th Anniversary tea had over 100 attendees, 6 staff and over 30 volunteers with music from Neil Johnson and "The Westenders".
- Plans are now underway for Jubilee's 25th Anniversary celebration in the Fall. There will be a number of events taking place throughout October and into November.
- Summer plans for Sunday worship are in progress. There will be a Jamaican themed picnic after church on Sunday, August 3 to celebrate both "Emancipation Day" and Jamaican Independence Day. Rev. Marlene Britton will be the guest preacher.
- Pastoral care needs are being met at the moment. There is a small phone call network which may increase in size and scope over the summer.
- As a result of last Sunday's Congregational Meeting, a Covenanting Service for Anne will likely be in September.
- Ulterior Worship and Community Table will continue through the summer, but Tuesday coffee may take a break for July and August.
- As a follow-up on a previous discussion regarding how people can be involved in meetings who are unable to attend, Norm spoke about the "Owl" system. He explained how it works and stated that it is very user friendly.

*Moved by Fran Crabe and seconded by Pam Lock, that Norm and Kye investigate the Owl System and are authorized to spend up to \$2,500 to obtain a Meeting Owl system.  
Carried*

- Norm also mentioned that the new hymn book, called "Together We Sing", is now available in hard copy. Norm suggested that the Worship Committee and especially Jeannie Wyse take a look at it. There was discussion about possible fundraising to help pay for the hymn books.

**ACTION:** The Worship committee will discuss the new hymn book and bring a recommendation back to the next Council meeting.

#### Treasurer

Gary Norris (see attached report)

- Gary noted that Envelopes and PAR revenue were slightly below what was budgeted. Facility rentals are going well.
- He also is reviewing the necessity of maintaining two Clover machines, which cost \$60 monthly, and is considering consolidating to one since most payments are made by e-transfer.

- Gary requested that bills for expenses be given to him soon after an event has ended.

*Moved by Gary Norris and seconded by John Barr that the financial report be accepted as presented.*

*Carried*

### **Christian Development**

Spencer Clinton

- The Christian Development Committee has considered the possibility of getting volunteers who work with young people trained in First Aid and CPR.
- Spencer said that he could reach out to those who work with young people in the church and inquire about their interest.
- He stated that the Red Cross offers an in-person course for \$75 per person. Council members suggested other training options.
- There was discussion about whether this training might be opened up to any interested church members and whether subsidies should be provided and to whom.

**ACTION:** Cher will provide the contact information of the paramedic who conducted First Aid and CPR training at Jubilee previously.

**ACTION:** Christine Crosby will provide contact information for other companies that provide First Aid Training.

*Moved by Rev. Norm Seli and seconded by Sue Hawton that the Christian Development Committee discuss the issues surrounding First Aid and CPR training, and Council will provide up to \$500 to fund the program.*

*Carried*

### **Outreach/Regional Council**

Pam Lock

- Pam outlined the challenges of distributing the Broadview anniversary issue to individuals who signed up to receive a copy but do not attend church regularly to pick up their copy. Various Council members volunteered to hand deliver copies to those individuals.

### **UCW**

Fran Crabe

- The UCW meeting in June was successful, with 20 - 25 attendees enjoying lunch and Chair Yoga.
- For September, the plan is to have a picnic with family picnic-type games.

### **Other Business**

Committee Feedback re Visioning Survey

Jeanette May

- Jeanette outlined the visioning process that the congregation had participated in. After reviewing the results with Council in March, it was agreed that committee members and others leading events would be asked for feedback on their interpretation of the survey data

and how it informs their committee on what they should be focusing on. The feedback was compiled by Deborah and Council was asked for their reactions.

- Norm stated that he looks at the visioning results every month, and it informs some of the decisions that he makes.
- Some stated that the results show that people are generally satisfied with the variety of programs that are available at Jubilee, and they want more.
- A strong interest in community involvement and outreach projects was also noted.
- Norm mentioned that the minister at St Luke's United Church is looking for ways to partner with Jubilee on external outreach projects.
- Anne stated that she sees a need to communicate more effectively on what's going on at Jubilee, and how to get more people interested in leadership roles. She is going to think over the summer about how to communicate the results of the survey with the congregation.
- Gary suggested that a monthly spotlight on an activity might be effective in informing people about the different activities that happen at Jubilee.

**ACTION:** Anne will turn her mind to developing a communication strategy and will report back to Council in September.

#### **Next Meeting Dates**

- It was agreed that any issues that arise during the summer months will be dealt with by the Council Executive (Chair, Secretary, Treasurer, M&P and Trustee), but all Council members will be invited to any meeting and can choose to attend if they wish.
- It was agreed that meetings will continue to be held on the second Wednesday of each month at 7:00 pm. from September through June.
- The fall meetings are scheduled as follows:

September 10  
October 8  
November 12  
December 10

Meeting adjourned at 9:30 pm

Approved September 10, 2025

*Jeanette May*