**Minutes**

**Jubilee Council Meeting**

**April 11, 2023**

Present: Kevin Collins (Chair), Rev Norm Seli (Minister), Rev Bri-anne Swan (Minister), Kathy Coats (Finance), Elizabeth Clarke (Trustees), Fran Crabe (UCW), Brian Kalanda (Property), Pam Lock (Regional Representative / Outreach), Jeanette May (M&P), Gary Norris (Treasurer), Judy Olson (Secretary), Barbara Rutherford (Facilities)

Regrets: Cheryl Colford (Pastoral Care), Pat Lansche (Fundraising and Event Support)

**Call to Order**

Kevin Collins

* Called the Zoom meeting to order at 7:05 pm

**Prayer**

Rev Norm

**Agenda Review**

The agenda was approved as distributed.

**Approval of Minutes of March 13, 2023 Council Meeting**

*Moved by Jeanette May and seconded by Barbara Rutherford that the minutes of the March 13, 2023 Council Meeting be approved.*

*Carried*

**Business Arising from March 13, 2023 Minutes**

**ACTION:** Gary Norris will ask Diane Clare to conduct an analysis of Jubilee givings and report to Council in May 2023.

Jubilee Photo Directory

**ACTION:** Kevin will contact the photo directory company to obtain further details on updating Jubilee’s photo directory and bring it to a future Council meeting.

Legacy Gifts Policy

**ACTION:** Rev Norm will continue to search for a family contact of Muriel Hopkins in order to thank them for the legacy gift to Jubilee.

**ACTION:** The Finance Committee will draft the recommended Legacy Gift Policies and bring them to a future Council meeting for approval.

**Ministers’ Reports**

Rev Norm Seli and Rev Bri-anne Swan

* Holy Week was successful with amazing energy: Palm Sunday ~100 in attendance; Good Friday ~60; Easter Sunday ~180. Additional chairs needed to be set up.Thanks to Gary for the Easter breakfast.
* There was a positive response from the congregation re the liturgical movement of asking the congregation to bring t-shirts to wave and throw for Palm Sunday, placing them in the tomb for Good Friday and then receiving a new shirt Easter Sunday.
* New families attending in-person worship, and more engagement from new digital community members.
* Online services: 100 - 125 views by the end of the week. Approximately 30 people watch during the premiere on Sundays at 10:30 am.
* Bri-anne is starting a book study with core Jubilee and Resistance Church communities on Amy Kenny’s, “My Body is Not a Prayer Request”, about disability justice and the church. An invitation will be coming for a dance performance on May 7 called, “Finding Helix”, featuring a circus sling performer with a dancer who uses a wheelchair.
* Norm held a daily Bible Study during Holy Week.
* Positive feedback from the community about the messaging on Jubilee’s sign, that Dianne is mostly responsible for.
* Resistance Church is seeing new people who say the music is an important part of their week.
* Coronation Tea planned for Saturday, May 6 at 11:30 am while watching the Coronation on TV
* Rev Norm is chairing a Youth Bible Study Group held on Sundays

**Treasurer’s Report**

Gary Norris

* Financial Statements can be viewed on Jubilee’s Google drive.

**New Business**

**M&P Update – Choir Leads**

Jeanette May

* Marie Criscione, soprano choir lead, has submitted her resignation from the choir but will remain until a replacement is found.
  + Marie has been with the choir for 27 years so it was agreed that a celebration be planned to thank her for her years of service and dedication to the music program

**ACTION:** Rev Norm will meet with Jeannie Wyse, the Worship Committee and M&P to plan an event.

* A contract has been signed with Henry Paterson to fill the bass choir lead position.
  + Henry has been singing with the choir for several weeks, and Jeannie is very pleased with the quality of his voice and his contribution to the choir.

Reimbursement of Choir Leads

* Due to the fact that the choir leads have not had any rate adjustment for several years, and the fact that the $60 rate is no longer competitive, Council approved a rate increase in the 2023 budget to $65, effective September 1, 2023.
* Given the difficulty Jeannie Wyse has had in filling the bass and soprano choir lead vacancies, and the feedback she is receiving from potential candidates that the rate is not competitive, M&P recommended an increase to the choir lead rate to $70, effective April 1, 2023.
  + By reducing the number of recording sessions from seven to two per year and adding two concerts per year, this change comes in well under budget.
* It was recommended that the rate be applied to all paid leads and substitutes so as to avoid a tiered pay structure.

*Moved by Jeanette May and seconded by Rev Norm Seli that the per practise/per service rate of pay for the choir leads and substitutes be increased to $70 effective April 1, 2023.*

*Carried*

**Jubilee Capital Campaign Committee**

Elizabeth Clarke

* A Capital Campaign Committee entitled ‘Building into our Future’ has been struck that consists of Elizabeth Clarke (Trustees), Brian Kalanda (Property) and Kathy Coats (Finance).
* Funds raised will initially be earmarked for the sanctuary ramp, and later will be directed to other improvements to the building.
* The Committee has obtained support from the Trustees and the Finance Committee Co-Chairs.
* The Capital Campaign Committee will report progress to Council.

*Moved by Elizabeth Clarke and seconded by Brian Kalanda that a Capital Campaign Committee be established as a joint effort between Trustees, the Finance Committee and Council and will focus initially on the sanctuary ramp.*

*Carried*

**Chair Reports**

Trustee Report

Elizabeth Clarke

* Jubilee’s insurance premium has increased due to a higher valuation of the building and chattels. The Trustees are working with other churches to investigate obtaining a lower collective group rate.
* It was suggested that Jubilee have a Naloxone kit on hand that is prominently displayed and that rental groups be made aware of its location and use. Rev Norm clarified that Jubilee does have a Naloxone kit and he will ensure it is moved to a visible location.

**ACTION:** Rev Norm will follow up to ensure the Naloxone kit is moved to a visible location and that rental groups are aware of its location and use.

**ACTION:** Kevin will ask Cher Colford to provide a report on the ‘Getting to Know You’ cards at the May Council meeting.

**Closing Prayer**

Rev Bri-anne

Meeting adjourned at 7:52 pm.

**Date of Next Meeting** Monday, May 8, 2023, 7:00 pm, in-person at Jubilee United Church