



MINUTES OF
MANAGEMENT TEAM
Kamloops Okanagan Presbytery

OF BRITISH COLUMBIA CONFERENCE
The United Church of Canada

January 19, 2010
KAMLOOPS UNITED CHURCH
KAMLOOPS, BRITISH COLUMBIA

PRESENT	Kent Israel (Chair), Leslie Stirling, Norma Fraser, Graham Brownmiller (Secretary), Ivy Thomas (Conference Minister), Martha Ashbaugh, Louise Burton
REGRETS	Joanne Koster
AUTHORITY & CALL TO ORDER	Pursuant to the authority of the 2009 Fall Meeting of Kamloops-Okanagan Presbytery (KOP), the Management Team of Kamloops Okanagan Presbytery was Called to Order at 10:15 am at Kamloops United Church, Kamloops, BC and was declared open to conduct the business properly before it, Chair Kent Israel presiding. A quorum was present.
CHECK-IN	We checked in with each other.
OPENING WORSHIP	Worship was led by Norma Fraser based on Joyce Rupp's <i>Reflections for a New Year</i> .
AGENDA	We looked over the agenda for the day and made some priorities for items. We set the order of the day as 3:00 pm
MINUTES	<p><i>MS (L. Stirling/N. Fraser) that the minutes of the September 9, 2009 Management Team Meeting be adopted as received. Carried</i></p> <p><i>MS (L. Stirling/N. Fraser) that the minutes of the November 10-12, 2009 Management Team Email Meeting be adopted as received. Carried</i></p> <p><i>MS (L. Stirling/N. Fraser) that the minutes of the December 9-11, 2009 Management Team Email Meeting be adopted as received. Carried</i></p>
TREASURER'S REPORT	There was no report as the books are at the Auditors, but Leslie Stirling reported that we are in good financial position and all 2009 assessments have been paid.
CORRESPONDENCE	Graham presented a Correspondence Report to the Management Team. (Appendix I) Some conversation was had about what and how to forward information.

**INFORMATION FROM
LEADERSHIP CIRCLE**

Spring Presbytery Meeting – It has been noted that with Presbytery always being the third weekend of February, there is a chance of the meeting falling during Lent which causes some issue for Congregations and their Ministry Personnel. It was recommended by Leadership circle that it be the weekend preceding Ash Wednesday; however this would mean that it would fall on Transfiguration Sunday. Some discussion followed about precedent and options for the future.

We discussed and agreed by consensus that it is Management Team's responsibility to set these dates and locations and we will inform Leadership Circle of these decisions.

MS (L. Stirling / L. Burton) that the Spring Meeting of KOP in 2011 be February 25-27 (at Westbank United Church) and in 2012 be February 17-19 (at Winfield United Church) to accommodate the Liturgical Year. Carried

For information, the fall meetings will be October 22-24, 2010 at First United – Kelowna and October 21-23, 2011 at St. Andrew's United Church and Centre for Peace in Goldon.

These dates are chosen in consideration of: Liturgical Year, Conference Executive, Congregational Annual Meetings.

Presbytery Executive Meeting – It has been suggested that it would be good to meet as a full executive (with a joint time) twice a year, before each full meeting of Presbytery, and that the other meetings would be separate.

Conference Executive Rep - Fred Duck is KOP's Conference Executive Rep and his term is up in May and he will not be seeking re-appointment.

**HUMAN RESOURCES:
PASTORAL RELATIONS**

Joint Needs Assessment Committee (JNAC) for Youth Ministry Position – Martha has some names to recommend to this committee; Pastoral Relations will appoint these positions tonight on their conference call.

Penticton Commission – Martha has not heard from the Commission and will contact Kelly to see where the process is.

Licensed Lay Worship Leaders (LLWLs) – There is an annual licensing that needs to happen for the LLWLs and there is a policy consideration about who and where this licensing happens (i.e., where accountability happens and how to be evaluated).

A few other Confidential Items of Pastoral Relations were shared.

Permission to Solemnize Marriages – Conversation was held regarding the policy and procedure for authorizing permission to solemnize marriages.

Congregational Designated / Designated Lay Ministries (CDM/DLM) – Information was shared regarding the CDM/DLM designations, accountability, management and responsibilities.

LUNCH

Lunch, prepared by Leslie Stirling, was enjoyed after grace was delivered by Kent Israel. Dessert was prepared by Norma Fraser.

HUMAN RESOURCES	<p>Pastoral Oversight Manual – some changes have been proposed. These will be temporary changes as BC Conference is looking at creating a manual for the entire Conference. We received these proposed changes and have given our blessing to those who need to make the changes.</p> <p>LLWL Policy (draft Policy 4.4.1) – Leadership Circle has raised a few questions:</p> <ul style="list-style-type: none"> a) should the Modules be shared? b) that the Policy needs to state where training has not been received and where there should be no involvement in the Ministry of the Congregation they are providing Worship Leadership for (i.e., sacraments). c) should the course itself be evaluated now that it's done a full two year cycle: content, confines of objectives, is there a way to fail the course – how does discernment take place. <p>Pastoral Relations and Education & Students (E&S) need to review this draft policy as well. This is an ongoing process (in part driven by the General Council Office).</p> <p>Ivy will follow up with Dawne Taylor regarding the next steps with this policy.</p>
POLICIES	<p>We need to consider a policy group, as there are a number of policies that have not yet been adopted.</p>
CONSTITUTIONS	<p>Presbyteries are to approve Constitutions of Congregations that do not follow the normal operating system of the United Church of Canada.</p> <p>MS (N. Fraser / L. Burton) that we approve the Constitution of the Church of St. Paul (Barriere) to become a Shared Ministry. Carried Leslie Stirling and Graham Brownmiller abstained from voting on this matter, citing Conflict of Interest.</p> <p>MS (L. Stirling / G. Brownmiller) that we approve the Constitution of Oasis United Church in Penticton, BC. Carried</p>
GIFTS & CALLINGS	<p>Louise Burton and Reta Robertson (with some additional input) will be forwarding a letter through the Presbytery Secretary to the KOP Email List. This letter will outline the positions available that need to be filled.</p> <p>Conversation regarding the BC Conference Executive representative and their role in Presbytery and on the KOP Executive occurred.</p>
KAMLOOPS UNITED CHURCH (KUC) PROPERTY MATTER	<p>Kent has made us aware that the congregation (KUC) is looking at redevelopment of part of their property. KUC is voting on the principle of this matter at their Congregational Meeting in coming weeks.</p> <p>We will approach Doug Goodwin and Jon Jessiman with a request to be involved in this venture of KUC as needed.</p> <p>At this time there is neither a Property & Manse person nor a committee in Presbytery. That would be the Working Unit that might have some input for this venture at the appropriate time.</p>

DISCIPLESHIP	<p>Policy - Norma Fraser handed out the draft Policies to the working units at the Fall Presbytery Meeting. Global & Societal Concerns Working Unit would like to change their names to Peace & Justice. This will be referred back, via Norma to the Working Unit.</p> <p>Once a Working Unit has a policy that names their Mission and Limitations, they may develop guidelines that would not require Management Team to approve those changes.</p> <p>Outdoor Ministries – Marg Bailey has become a member of Presbytery as the chair of Outdoor Ministries. Her registration for Presbytery will come from the Outdoor Ministry Budget.</p> <p>Camp Hurlburt – The Camp has become an independent society. This has not gone through Property & Manse and has not been approved by Management Team or the KOP Executive. Ivy Thomas will follow through with this piece of work and will report back to Management Team.</p> <p>Youth and Young Adults – there has been interest voiced by someone who might be willing to take on the role of chair of this committee. After some more discernment, this person will be back in touch with Norma Fraser.</p> <p>Stewardship – Ken English is the chair of Stewardship. KOP is \$7,600 behind in Mission & Service Fund (M&S) 2009 goals and BC Conference is \$400,000 behind, although General Council is \$300,000 above.</p> <p>Christian Formation – This working unit has met and is beginning to share resources amongst the Presbytery.</p> <p>Worship Animation – The theme for worship at the Spring Presbytery meeting is “Change as a Spiritual Practice”</p>
FINANCE & ADMINISTRATION (F&A)	<p>BC Conference Grants Committee Applications</p> <p>We have received three Van Dusen applications to be forwarded to BC Conference Grants Committee.</p> <ul style="list-style-type: none"> a) Oasis United: Holy Manners Workshop in the amount of \$170 b) KOP Clergy Retreat in the amount of \$1,300 c) Kamloops Okanagan Resource Centre: Resource Fair in the amount of \$1,000 <p><i>MS (L. Stirling / L. Burton) that we forward these Applications to BC Conference.</i></p>
F&A: TRAVEL CLAIM POLICY	<p>Policy on Website – Leslie Stirling will follow up on the status of the policy in order that it might be updated on the website. Because it is a policy, it cannot be changed on the website until Management Team minutes show that the policy is approved.</p>
F&A: WORKER’S COMPENSATION BOARD	<p>There has been an inquiry asking if we should be paying to have Worker’s Compensation Board coverage for the Youth Ministry Position. We think yes, and Leslie Stirling will follow up on this work.</p>

ADMINISTRATION	<p>Communications – Would like to be able to communicate and promote the Resource Fair earlier to give awareness. This is their responsibility to promote.</p> <p>Website – KOP has been asked to be a test Presbytery for the new Drupal platform that BC Conference is moving to. We have agreed to be a test Presbytery.</p> <p>Email – Conversation about continuing to use the Yahoo group or not. We agreed to stop using the Yahoo group and simply use email systems as they are designed, creating our own groups in our individual computers.</p> <p>Travel Policy – At the Fall Presbytery Meeting, we were requested to refer the Travel Policy to Presbytery back to the Executive (Management Team) and then returned to the Floor of Presbytery in the Spring.</p> <p>In the fall of 2008 there was a decision made regarding the payment of mileage to and from Presbytery Meetings. If a member of presbytery left early, they would be paid 50% of their travel. After much discussion, the Management Team upheld the Policy as presented. This will be presented back to the Spring Presbytery Meeting recognizing that there will need to be some agenda time assigned for discussion from the floor.</p>
REMITTS	Remit #3 – Transfer & Settlement as Optional will be voted on at the Spring Meeting.
BC CONFERENCE GENERAL MEETING 2011 (GM11)	A group from the South Okanagan (Penticton) and a group from Kamloops have alerted Doug Goodwin that there is interest in both areas about hosting the BC Conference General Meeting in 2011. Doug Goodwin has asked for more information and for a Regional Planning Chair or Co-Chair. As more information becomes available, conversations will happen with Doug, with Presbytery and with interested folks in the area that is chosen.
SPRING PRESBYTERY MEETING	<p>Pre-Presbytery Workshop – There needs to be clear direction around the Pre-Presbytery Workshop. This is a mandatory workshop for all Ministry Personnel and this is not an optional workshop. If Ministry Personnel choose not to attend to this workshop, they are required to find another one of these workshops put on by another Presbytery. Richard Chung is one of the facilitators and will be letting us know how much time is needed.</p> <p>Other Items for Meeting – Ivy needs to have some clarification with Leadership Circle and Worship Animation because the theme was going to be Transformational Ministry and then this Pre-Presbytery Workshop came up. There will be more conversation around brainstorming of how to present this theme over a number of Presbytery Meetings.</p> <p>Suggested that we set aside some table group time at the Spring Presbytery to talk about Transformative Ministry.</p> <p>Will there be that “down-time” and Talent Night on the Saturday Night? We do think that it is important for the fellowship of our Presbytery.</p> <p>The mixer on Friday night is important and Jim Taylor will be asked to lead this again.</p>
NEXT MEETING	We will next meet, jointly with the Leadership Circle, on
ADJOURNMENT	Moved by L. Burton that we adjourn (at 3:00 pm)

 Kent Israel, Chair

 Graham Brownmiller, Acting Secretary

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