
MINUTES OF
THE EXECUTIVE OF BC CONFERENCE
The United Church of Canada
March 14-16, 2013
Mountain View Room, Burnaby, BC

PRESENT	Alyssa Anderson, Dave Anderson, Graham Brownmiller, Jenny Carter (President), Jean Daniels, Alvin Dixon, Al Fowler, Ian Fraser, Doug Goodwin (Executive Secretary), Murray Gordon, Robyn Green, Linda Gunn, Jake Highfield, Ray Jones, Karen Medland, Nancy O’Higgins, Jay Olson, Mark Paetkau, Jeff Seaton, Phil Spencer
REGRETS	Shelley Stickel-Miles, Jim White
STAFF PRESENT	Jacob Black-Lock, Doug Goodwin, Scott Reynolds
GUEST	Jacob Black-Lock
AUTHORITY	In the name of Jesus Christ, and by the authority of the 2012 General Meeting of BC Conference, the President, the Rev. Jenny Carter, declared the regular meeting of the Conference Executive duly opened for the purpose of conducting the business properly before it. A quorum was present.
WELCOME	The President welcomed the Executive members to the meeting, noting that Jean Daniels had been selected by Kootenay Presbytery to replace Shelly Stickel-Miles who could not attend. She then introduced Jacob Black-Lock in his role as governance trainer and theological reflector.
WORSHIP	The President led in worship and community building. The members briefly introduced themselves to the group and shared how the Spirit was at work in their constituencies.
AGENDA	<i>M/S/C (Goodwin/Green)</i> <i>that the agenda as presented be adopted (Appendix I, page 2013-__).</i>
CORRESPONDING PRIVILEGES	<i>M/S/C (Goodwin/Fraser)</i> <i>that corresponding privileges be extended to Jacob Black-Lock.</i>
GOVERNANCE TRAINING	Jacob Black-Lock facilitated a discussion on the Policy Governance system used by BC Conference. The Executive named some of the benefits of Policy Governance and reminded themselves of potential pitfalls.
OUTCOMES	The President led the Executive in identifying intended outcomes for the meeting: <ul style="list-style-type: none">• Significant progress on the Public Witness Ends policy.• Learn more about pastoral relations changes and how that affects our policies.• Receive an update on property development.• Determine how we, as governors, listen to the ownership and where in our Executive meetings there is space for reporting what we hear.• Better understand major Conference initiatives.

ADJOURN The meeting adjourned for the night at 9:15 p.m.

FRIDAY, MARCH 15, 2013

WORSHIP Karen Medland led the meeting in worship based on John 12: 1-8.

MINUTES *M/S/C (Goodwin/Spencer)*
that the minutes of the November 22-24, 2012 BC Conference Executive meeting be accepted.

CORRESPONDENCE REPORT There was no correspondence received for this meeting.

PUBLIC WITNESS – GENERAL DISCUSSION The Executive began by asking, “What is Faithful Public Witness”? The group noted that this language needs to be set in its historical context. The phrase was part of a mission statement created in 2000, borrowed in large part from the Alberta and Northwest Conference mission statement. At that time it would have been seen as referring primarily to the work of the Global Concerns committee in BC Conference.

The group acknowledged that the distinction being made with the word “public” is not between “public” and “private” but rather between “outside the church” and “inside the church”. They then discussed three questions: What is the purpose of witnessing? On whose behalf are we witnessing? What are we witnessing to? The Executive answered by saying that to witness is to show by our existence that something is true; we are witnessing on behalf of God; and we are witnessing to the love and grace of God as revealed in Jesus Christ.

The Executive then asked, “How might our Owners see this phrase?” It was agreed that most would understand this phrase as pertaining to social action, advocacy and justice work. They also acknowledged that the emphasis and scope of this kind of work varies widely among congregations and Presbyteries. Much of it is done by groups closely related to the United Church, such as First United in Vancouver.

In small groups the Executive members considered images and phrases they felt might be appropriate to be part of Public Witness Ends statements.

BEQUEST TO CONFERENCE Doug Goodwin gave a presentation on a large bequest that the Conference has received from Judith Jardine, who died in 2006. The Executive expressed a desire to learn more about Ms. Jardine and Doug informed them that both he and the Conference Archivist, Blair Galston, will continue searching for more information. The Executive agreed that the money from this bequest should primarily be used to focus on already established priorities and work. A way to offer benefit to the wider United Church should also be sought.

LUNCH The meeting adjourned for lunch.

PUBLIC WITNESS – POLICY DEVELOPMENT Discussion returned to developing Public Witness Ends policies. Jacob Black-Lock reminded the Executive that our Ends policies answer three fundamental questions: “What good? For whom? At what cost?” Each of the small groups was then given an opportunity to share. There seemed to be some consensus that the answer to the “for whom” question was “United Church participants.”

Acknowledging this to be the case, the Executive looked to incorporate their thinking on Public Witness into the “United Church Participants” section of the Ends Policy. This enabled the Executive to next ask about “what good” they are hoping to provide.

Each individual on the Executive was asked to restate the meaning of “faithful public witness” using another word or short phrase. The three major themes that arose were: discipleship; a sense of participation in the world; and service in and for the world. The Executive talked about the role of Conference in helping to make these things happen in the United Church and concluded that the Conference’s primary role is to support, encourage, and enable groups and individuals within the church to achieve these objectives.

M/S/C (Brownmiller/Medland)

that the phrase, “Participants have access to resources, advice, support, and networking at a basic level on matters pertaining to the life and work of the church in the world” be added to the BC Conference Ends Policy as #2 under “Section E”, “United Church Participants.”

It was recognized that more detailed Ends policies in this area will need to be developed in the near future.

**EXECUTIVE
SECRETARY
MONITORING:
ENDS**

Doug Goodwin reported on the six major categories in the BC Conference Ends policy: Presbyteries, Non-Congregational Ministries, Church Leadership, Public Witness, United Church Participants, and Cost. He stated that, because these policies represent a shift in focus, it is likely that he will be reporting non-compliance in most areas for the short to medium term, and will be updating the Executive on the progress made in each of these areas.

Presbyteries

Doug reported on work in relation to ProVision Funds, the Conference Personnel Team, and the Property Resource Team. He noted that, by the late spring 2013, there should be six different ProVision Funds (five Presbytery funds and the Conference ProVision Fund for Presbyteries without their own fund) distributing monies to various projects.

**Non-
Congregational
Ministries**

Doug reported on work in relation to Corporations, Conference Camping Ministry, and other ministries (Youth and Young Adults, Ethnic and Intercultural Ministries, Native Ministries, and Campus Ministries). He noted that with Terry Harrison shifting into a full-time position with the Property Resource Team, a new half-time Conference Camping Coordinator will need to be hired; that First United Church will now be operated as a society named First United Church Community Ministry Society; and that the Property Resource Team is overseeing a professional property and business review of Naramata Centre.

**Church
Leadership**

Doug reported on work in relation to the General Council “Effective Leadership” initiative and the BC Conference “Leadership Development” initiative.

Doug reported that BC Conference is one of the “test Conferences” for the “Effective Leadership” initiative in which responsibility for ministry personnel shifts from Presbyteries to Conferences. The details of what this shift will mean still are not clear, but the Conference has committed to hiring a new full-time Lower Mainland personnel minister by September 1, 2013 and a half-time person to work with Treena in the short term in order to facilitate this transition. The Executive underscored the importance of clear communication with Presbyteries throughout this process.

Doug reported that someone will also be hired part-time to work with Treena on developing a vision and plan for the “Leadership Development” initiative. This will be based on work already done by Keith Howard.

- Public Witness** Doug noted that the Public Witness Ends policy just changed so he focused his reporting on BC Conference’s involvement in the ongoing “Ecumenical Advocates” group who are gathering monthly to support the Truth and Reconciliation national gathering to be held in Vancouver in September 2013.
- United Church Participants** Doug reported that, in this area, the Conference is already close to compliant but acknowledged that better parameters for naming and evaluating this area are needed.
- Cost** Doug reported compliance in this area.
- Staffing** Doug reported that there have been some significant staffing changes over the last few months. Michael Hare resigned from his position as Prince Rupert Presbytery Conference Minister effective December 31, 2012 and Paul Davis retired from his position as Cariboo Presbytery Conference Minister effective January 31, 2013. Doug noted that the Conference Minister for Native Ministry, the Prince Rupert Presbytery Conference Minister, and the Cariboo Presbytery Conference Minister positions are all currently vacant while Chris Corrigan conducts a review of our work and ministry in the north. Doug stated that he expects to receive a report from Chris in September 2013. Ivy Thomas has agreed to provide needed support for Cariboo Presbytery in the interim and Wally Hargrave has been hired to provide pastoral care and connection among the Native Ministry and Prince Rupert congregations. Doug also reported that Scott Reynolds has resigned as the Assistant to the Executive Secretary effective February 1, 2013, but has agreed to provide approximately half-time Assistant work until a new Assistant has been hired.
- Formal Hearing** Doug reported that a formal hearing panel was established for Victoria Presbytery on January 28, 2013. He stated that there will be a report when the formal hearing is completed, but there is no specific timetable. The issue of confidentiality was raised, and it was noted that the Executive may want to look at establishing a consistent and specific policy.
- WCC** Doug has been invited to work as a stage manager at the World Council of Churches General Assembly in late October and early November 2013 in Busan, Korea. He asked the Executive to consider the possibility of granting him paid leave to undertake this work if it is finalized.
- Acceptance of Report** *M/S/C (Jones/Paetkau)*
that the Executive Secretary Monitoring: Ends Report be accepted.
- PROPERTY** Doug Goodwin updated the Executive on various properties, reported that the Conference has come to an agreement with the General Council regarding property holdings in the Property Development Council that will allow the General Council to transfer properties into the PDC, and introduced a discussion about the future of the Property Development Council.
- Property Development Council** Doug reported that with the large demand for property consultation and development being asked of the Property Resource Team, it would seem reasonable to transfer this work to the PDC so that most property-related matters are accounted for and managed separately from the rest of the Conference operations. He further suggested that it would be advantageous to enhance the responsibilities and depth of the PDC Board of Directors. The Executive asked Doug to bring a more detailed plan to the next meeting of the Conference Executive in May 2013.

Acceptance of Report	<i>M/S/C (Fraser/Gunn)</i> <i>that the Property Report be accepted for information.</i>
EXECUTIVE SECRETARY MONITORING: EXECUTIVE LIMITATIONS	Doug Goodwin presented his printed report, "Executive Secretary Monitoring: Executive Limitations" (Appendix ____, page 2012-__). The report is based on the policy "Conference Executive – Staff Relationship: Monitoring Executive Secretary Performance." The report highlighted activities of the Executive Secretary in response to commitments made at previous Executive meetings and reported against scheduled Executive Limitation policies: Financial Condition and Emergency Succession. He also updated the Executive on his progress in getting performance reviews finished.
Discontinued Service List	Doug reported that the following persons were placed on the Discontinued Service List – Voluntary (<i>Manual</i> 427.3): <ul style="list-style-type: none"> • On December 3, 2012, Dale Cuming, after receiving his written request and receiving the concurrence of Comox-Nanaimo Presbytery. • On March 11, 2013, Timothy Lissimore, after receiving his written request and receiving the concurrence of Comox-Nanaimo Presbytery. Being on the DSL will not restrict Timothy Lissimore from exercising the full rights of a congregational member.
Administer the Sacraments	Doug reported that he had granted a license to administer the sacraments on December 10, 2012 to Kathleen Anderson to be exercised within St. Paul's United Church, Kelowna, BC for the duration of her appointment.
Financial Condition	Doug reported compliance in all areas of the Financial Condition policy.
Emergency Succession	Doug reported non-compliance with this policy. Paul Davis had been one of the two people identified able to exercise Executive Secretary responsibilities, but he retired at the end of January and has not yet been replaced. Doug committed to having a new person in place by the next meeting of Conference Executive in May 2013.
Performance Reviews	Doug reported that, although he is not yet in compliance with the Personnel Policy, significant progress has been made on staff performance reviews. He anticipates being in compliance with this policy in time for the next meeting of the Conference Executive scheduled for May 2013.
Acceptance of Report	<i>M/S/C (Green/O'Higgins)</i> <i>that the Executive Secretary Monitoring: Executive Limitations Report be accepted.</i>
In Camera	The Executive then met <i>in camera</i> without the Executive Secretary. Upon his return, the Executive thanked to Doug for his work. It was noted that staff turnover seemed higher than normal so Doug was asked to take some time to reflect on why that might be the case. They also informed him of their decision to grant him paid leave to work at the World Council of Churches General Assembly in late October and early November 2013. <i>M/S/C (Olson/Green)</i> <i>that Doug Goodwin be granted paid leave to attend the World Council of Churches General Assembly in Busan, Korea, in 2013.</i>
DINNER	The meeting adjourned for dinner.

THREE YEAR ORGANIZATIONAL AUDIT Mark Paetkau reported that there has been some difficulty finding a suitable organizational auditor. Mark committed to doing some follow-up work to find some suitable names and check on how much each person might cost. In response to a question Ian Fraser indicated that the organizational auditor would not be looking at compliance to the United Church *Manual* as part of the audit except as part of the Executive Secretary's compliance to Conference policies.

MARCH MEETING *M/S/C (Brownmiller/A. Anderson) that the March 2014 meeting of Conference Executive be scheduled for March 13-15, 2014 in the Mountain View Room of Fair Haven United Church Homes in Burnaby, BC.*

PRIORITIES FOR UPCOMING MEETINGS The Executive identified several priorities for the next Executive meeting scheduled for May 2013. The following top priorities were identified:

- Public Witness Ends Policy – continued development
- Further planning around Jardine bequest
- Listening to the Ownership

The following additional agenda items were also identified:

- Making plans for November meeting in conjunction with Evolve Youth and Young Adult Conference
- How developing lay leadership might fit into Ends Policies
- Report from Direct Inspection Team Re: Camp Grafton
- Property Development Council plan
- Organizational Audit plans
- Grants and Loans Policy improvement suggestions
- Reporting from the General Council Executive

The Executive also decided that, since Doug will be at the World Council of Churches in Korea for the November meeting, he would be asked to report against the Executive Limitations policies scheduled for that meeting at the meeting scheduled for September 2013.

ADJOURN The meeting adjourned for the night at 7:45 p.m.

SATURDAY, MARCH 16, 2013

WORSHIP Jenny Carter led the meeting in Eucharistic worship.

GENERAL COUNCIL EXECUTIVE Graham Brownmiller and Alvin Dixon reported on their work with the General Council Executive. In response to a question, Graham indicated that the timeline for the Comprehensive Review has not yet been clarified but that he expects that there will be an update at the May Meeting of the General Council Executive.

EDUCATION AND STUDENTS Doug Goodwin noted that any votes regarding ministry personnel must be taken by ballot unless that requirement is waived "by unanimous consent" (*Manual* 035).

M/S/C unanimously (Goodwin/Gordon) that the requirement to have the votes on ordination, commissioning, recognition and reception be by ballot be waived.

The following motions were decided:

M/S/C (Goodwin/Seaton) that Dona Lethbridge be ordained subject to obtaining a call or appointment.

M/S/C (Goodwin/Seaton) that Bethel Lee be ordained, subject to satisfactory completion of her internship and obtaining a call or appointment.

M/S/C (Goodwin/Seaton) that Nancy O’Higgins be ordained, subject to successful completion of all educational requirements.

M/S/C (Goodwin/Seaton) that Elizabeth Walker be commissioned, subject to successful completion of all educational requirements and obtaining a call or appointment.

M/S/C (Goodwin/Seaton) that Alice Watson be commissioned, subject to successful completion of all educational requirements and obtaining a call or appointment.

M/S/C (Goodwin/Seaton) that Sang Won Cha be admitted to the Order of Ministry of The United Church of Canada subject to obtaining a call or appointment.

**CONFERENCE
GRANT**

The Executive discussed whether, in light of the increasing assets of the Conference, they might offer to turn down a portion of our General Council Conference grant. The conversation began with the thought of offering to turn down a percentage of the grant. After some discussion, it was decided that an exact dollar amount would be more prudent and transparent than a percentage.

M/S/C (Green/Highfield)

that BC Conference offer to the General Council that we turn down \$150,000 of the Conference Grant given to BC Conference by the General Council on an ongoing, annual basis beginning with the 2014 budget year.

It was also decided that any additional benefit that might be offered to the wider church should be discussed in the context of a broader discussion about how to use our new resources best. This is anticipated to take place at the next meeting of the Executive, in May 2013.

CHAIR

President Jenny Carter left the meeting. President-Elect Karen Medland assumed the Chair.

POLICY REVIEW

**Treatment of
Beneficiaries**

The issue of confidentiality was again raised. Graham Brownmiller stated that the Sexual Abuse Prevention Committee is already talking about how to deal with this question and should develop a clear policy and practice soon.

There was also some discussion about the clause that states “The Executive Secretary shall not disclose personal information without the consent of those persons to organizations or persons outside of the United Church of Canada except when mandated or allowed to do so by law.” It was asked whether the phrase “or allowed to do so” should be removed. The Executive saw that there were some instances when it would be useful to be allowed, but also recognized that this could be abused. Doug committed to look at this clause and bring a suggested course of action to the next meeting.

**Emergency
Succession**

No changes are required at this time.

**Communication
and Support to
Executive**

No changes are required at this time.

Vendor Relations	It was asked whether the phrase “values and ends of British Columbia Conference” includes decisions made by General Council. The Executive decided that, although this may be implied, it should be made more explicit. <i>M/S/C (Green/Highfield)</i> <i>that the clause that currently reads “The Executive Secretary shall not deal with any vendor who clearly contradicts the values and ends of British Columbia Conference” be amended to read “The Executive Secretary shall not deal with any vendor who clearly contradicts the values and ends of British Columbia Conference or The United Church of Canada.</i>
GOVERNANCE PROCESS POLICY MONITORING (EVALUATION)	The Executive evaluated its overall performance by using the “Conference Executive Governing Style” policy. The Executive was encouraged by their progress in becoming a more proactive, focused governing group; by developing Ends policies; and by gaining a better understanding of their role as governors in the church courts.
THEOLOGICAL REFLECTION	Jacob Black-Lock led a theological reflection on the meeting and on the governance process.
OUTCOMES	The outcomes identified at the beginning of the meeting were reviewed. Most of these outcomes were achieved satisfactorily, but “listening to the ownership” continues to be a struggle. Doug agreed to distribute information about Owners in the Policy Governance model to provide some ideas on how to do this better.
APPRECIATIONS	The President-Elect thanked Doug Goodwin for his leadership and support. She also expressed particular appreciation to Jenny Carter for her leadership, Jacob Black-Lock for his help with governance, Scott Reynolds for taking minutes, Brenda Phillips for her wonderful meals, and all of the governors for a great meeting.
ADJOURN	The President-Elect adjourned the meeting at 12:00 p.m.
PDC GENERAL MEETING	Following adjournment the Executive met as the Property Development Council Annual General Meeting.
NEXT MEETINGS	Conference Executive: May 23-25, 2013 (Celebration of Ministry) September 17, 2013 (by telephone conference call) November 7-9, 2013 (Naramata Centre) March 13-15, 2014 (also PDC Annual Meeting) Celebration of Ministry: May 25, 2013, 3:00 p.m. (Queen’s Avenue United Church)



BC Conference Executive

Rev. Jenny Carter, President

Rev. G. Douglas Goodwin, Executive Secretary