
**MINUTES OF
THE EXECUTIVE OF BC CONFERENCE**
The United Church of Canada
March 10-12, 2005
Mountain View Room, Burnaby, BC

PRESENT	Darryl Auten, Marion Carr, Jenny Carter, Cari Copeman-Haynes, Foster Freed (President), Doug Goodwin (Executive Secretary), Barbara Gregg, Ali Jonker, Louise Mangan, David Martyn, Dal McCrindle, Larry Scott, Jo Shearer, Michelle Slater, Phillip Spencer, Michael Yoon
REGRETS	Jim Angus, Sharon Ferguson-Hood, Nathan Gurry, Verna Howard, Camille Nicolette, Bruce Sanguin, Charlotte Sullivan
STAFF PRESENT	Keith Howard, Nan Koldewijn (recording secretary)
GUESTS	Carol Hancock, General Council Minister, Regional Relations; Derek Evans, Camping Consultant
AUTHORITY	In the name of Jesus Christ, and by the authority of the 2003 General Meeting of BC Conference, the President, the Rev. Foster Freed, 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, Carol Hancock, and other guests to the meeting and had those present introduce themselves.
WORSHIP	The President led in worship.
CORRESPONDING PRIVILEGES	<i>M/S/C (Goodwin/Mangan)</i> <i>THAT</i> corresponding privileges be extended to Derek Evans, Carol Hancock, Keith Howard, and Nan Koldewijn.
AGENDA	<i>M/S/C (Goodwin/Gregg)</i> <i>THAT</i> the agenda as presented be adopted.
CAMP FUTURE REVIEW	Doug Goodwin and Derek Evans presented a printed report entitled Camp Future Project (Appendix I). They introduced the report <i>A Future for Church Camping</i> to the Executive and reported on progress made to date presenting it to presbyteries and congregations. The Executive engaged in discussion about the report, including identification of parts of the report that they felt most hopeful about and the most challenged, and areas of concern in the implementation of the project. Responses to the report received to date were presented to the Executive in summary form in the Camp Future Report. Doug and Derek also identified the emerging issues and key concerns that need attention if the camp future project proceeds. The Executive discussed the report and the next steps forward in the project.

M/S/C (Slater/Mangan)

THAT the Conference Executive reaffirms the guidance provided by the November 2004 Conference Executive meeting regarding the future of church camping in BC Conference.

From the November 2004 minutes:

- To continue to recognize, affirm and support Church Camping as a core ministry of the Conference, primarily serving children and youth (ages 8-18);
- To reduce the emphasis on the number of Camps (quantity), and increase the emphasis on the quality and integrity of the Ministry.
- A small number of camps (2-4) of excellent quality, operating on a year-round basis
- Excellence is understood to include:
 - professional management
 - program and program leadership, including leadership training and empowerment
 - well-maintained, safe and accessible facilities and equipment
 - a clear, well-articulated sense of purpose and strategy
 - an expressed identity based on Christian values, theology, worship, and experience
- Funding, training and oversight of professional staff on the basis of conference-wide standards
- Support and involvement from congregations, and support for travel and participation of children and youth from throughout the Conference.

M/S/C (McCrindle/Spencer)

THAT the Conference Executive affirms the following key elements of A Future for Church Camping report:

1. *the establishment of an integrated approach to Camping Ministry in BC – including both the sense of Conference-wide approach to standards and provision, and the sense of linkage to the mission of the Conference;*
2. *the establishment of a benchmark with respect to the optimal capacity of Camping provision, as set out in the report, and the use of this as the basis for planning and investment.*

Foster thanked Derek for his work. It was decided to continue the discussion later in the meeting.

ADJOURN

Michelle Slater led the Executive in prayer. The meeting adjourned at 9:45pm.

FRIDAY, MARCH 11, 2005

WORSHIP

Foster Freed opened the meeting with a scripture reading and prayer.

AGENDA

Foster explained the need to alter the agenda. The Governance Training scheduled for Friday morning will be delayed. In that time Executive will continue discussion on the Camp Future Review.

OUTCOMES

The meeting articulated its desired outcomes for the rest of the meeting.

1. That we agree upon a clear foundational starting point for the Camp Future Project
2. That we end with a clear Executive position on our camping ministry to take to the General Meeting

3. That we engage in a discussion of the General Council Commissioners election process
4. That we emerge with a clear sense that what we are doing is of God
5. That we have asked the right questions in our business and engaged in a process of discernment
6. That we have made progress in developing Ends statements
7. That we have developed a plan for listening to the ownership

MINUTES

M/S/C (Goodwin/Gregg)

THAT BC Conference Executive accept the minutes of November 18-20, 2004.

CORRESPONDENCE REPORT

Doug Goodwin presented a Correspondence Report (Appendix II) that was based upon the Correspondence Procedure adopted by the Executive.

M/S/C (Goodwin/Auten)

THAT the Correspondence Report be received and its recommendations adopted.

CAMP FUTURE REVIEW (CONTINUED)

The Executive continued the discussion on the Camp Future Review.

M/S/C (Copeman-Haynes/Jonker)

THAT the Conference Executive affirms A Future for Church Camping report as a guide for building a joint plan with other appropriate decision-making Courts.

M/S/C (Shearer/McCrimdell)

THAT the Conference Executive affirms the following time line as amended from the Camp Future Project:

1. Consultation Continues March-April 2005
2. General Meeting Report May 26-29, 2005
3. Invitation for Submissions deadline June 1, 2005
4. Project Team research June-July 2005
5. Building a Joint Plan August–November 2005
6. November Executive November 17-19, 2005

The Executive expressed its desire that the President step down as Chair of the General Meeting during the Camp Future discussion in order to allow him to speak freely. Foster requested a few Executive members to work with him on preparing for this part of the General Meeting. Jenny Carter agreed to join him in this work.

M/S/C (Auten/Gregg)

THAT the Conference Executive holds the following expectations in relation to work on the Camp Future Project:

1. *the legitimate decision-making responsibilities of the church courts will be upheld;*
2. *there will be no sale of camp properties under the trusteeship of BC Conference without the approval of the Presbytery or Presbytery Executive in which those properties exist during the duration of this Project;*
3. *agreement on an integrated plan will be sought with presbyteries with camps within their bounds and with congregations who own camps; and consultation will be held with the other presbyteries, the Outdoor Ministry Committee and other church-related stakeholders;*
4. *the Executive Secretary is responsible to carry out usual oversight responsibilities in relation to the camps during the course of the Camp Future Project.*

GENERAL COUNCIL EXECUTIVE UPDATE Michelle Slater and Marion Carr presented a summary of the actions taken by the General Council Executive at its meeting in November 2004 (Appendix III). Marion highlighted the way the nominations process is working which relies upon self-applications for posted volunteer positions.

GENERAL COUNCIL GUEST Carol Hancock, General Council Minister Regional Relations, was introduced to the court by the President. Carol explained the changes that have taken place in the General Council office. She is working proactively with other parts of the church and helping to develop relationships between the General Council office and Conferences. Her responsibilities include supervision of the Executive Secretaries and All Native Circle Conference Speaker. She is hoping to attend Conference Executive meetings when possible in order to help gain a sense of what each of the Conferences are working on. The Conference Executive Secretaries meet on an e-group which Doug moderates.

The President thanked Carol for her work and presence at our meeting.

GENERAL MEETING 2005 UPDATE A report from the Agenda and Planning Committee for the General Meeting of BC Conference (Appendix IV) was presented by Keith Howard. Phil Spencer gave a brief update on the theme: Daring Leadership, Ancient Wisdom, Contemporary Challenge. The logo developed in Comox Nanaimo Presbytery was displayed on the screen. The bookroom at the meeting will be operated by The Mustard Seed.

EXECUTIVE SECRETARY MONITORING The Executive Secretary, Doug Goodwin, presented his monitoring report (Appendix V). The report highlighted activities and decisions of the Executive Secretary in response to direct commitments made at previous Executive meetings. It also reported against scheduled Executive policies: all Ends policies, Emergency Succession, and Financial Condition. During the report Doug also presented the draft audited financial report and statements. Doug explained that the auditors have not yet had time to finalize their audit report and statements. Extensive discussion accompanied his report.

Ends and Priorities The Executive engaged in dialogue with the Executive Secretary about his report. Louise Mangan noted her appreciation for the work of Treena Duncan, Personnel Minister.

Emergency Succession The Executive Secretary reported compliance. A policy has been established with people in place who are knowledgeable about ongoing Conference work. The policy has been approved by the General Council office.

Financial Condition Doug reported he is working toward establishing a larger Reserve Fund and Investment Fund. The interest rate for loans to congregations was increased to "prime plus one" and the maximum amortization of loans was extended from ten years to twenty years.

Financial Audit Doug presented the Draft Audited Statements received just before the meeting. He noted that the United Church absolved BC Conference of its \$500,000 commitment made in 1999 to assist in paying the legal costs and settlements arising from the residential school system.

Doug noted that income from investments in 2004 was significantly larger than anticipated, allowing the Operating Budget to finish with a surplus of \$39,480, \$87,385 if amortization is not considered. He also noted that Net Assets have significantly decreased due to the planned expenditure of Mission Through Finance monies and the return to Vancouver South Presbytery of their investment money held in trust by Conference.

M/S/C (Goodwin/Jonker)

THAT the Executive Secretary Monitoring Report be accepted.

Consent Items:

Formal Hearing *M/S/C (Copeman-Haynes/Mangan)*

THAT the action of the Executive Secretary, as noted in the Executive Secretary Monitoring Report, regarding the establishment of a Formal Hearing at the request of Victoria Presbytery be approved.

Interim Ministers *M/S/C (Goodwin/McCrandle)*

THAT Rev. Rose-Hannah Gaskin be designated as an Interim Minister.

M/S/C (Goodwin/Shearer)

THAT Rev. Donald Isner be designated as an Interim Minister.

**EXECUTIVE
FINANCIAL AUDIT
COMMITTEE**

Foster Freed, Ali Jonker, and Barbara Gregg reported that they had reviewed the draft audited report and statements and found them acceptable.

It was noted that the Executive Financial Audit Committee would examine the final Audit Report and Financial Statements and determine whether a special meeting of the Executive should be called to deal with them. If not, the final report and statements would be presented to the next regular meeting of the Executive for approval.

M/S/C (Gregg/Jonker)

THAT the BC Conference Executive accept the draft Audit Report and Statements.

**EXTERNAL
ORGANIZATIONAL
AUDIT**

Foster Freed and Barbara Gregg presented the External Organizational Audit completed by Doug Woollard. Doug Goodwin reminded the court of the purpose of the audit.

It was noted that the report was generally very positive in its findings. It did not find any major trouble areas but made several recommendations about possible improvements. These recommendations were commended to the Executive Secretary for his attention.

M/S/C (Gregg/Mangan)

THAT the external organizational audit report by Doug Woollard be accepted.

POLICY DEVELOPMENT

Creative Conflict Louise Mangan presented a proposal for a Creative Conflict Policy. Louise and Ali Jonker will continue work on this policy, send a draft to the Executive members through the e-group for discussion, and bring a draft policy to the November 2005 meeting for consideration.

**Conference
Executive
Accountability** David Martyn reported he had contacted the Executive by e-group to discuss the wording in the Accountability policy.

M/S/C (McCrandle/Gregg)

THAT BC Conference Executive change the Governance Process: Conference Executive Accountability change point 1.a. b. c. to:

- a. God, as revealed through Jesus Christ, made known by the Spirit who calls and directs us;*
- b. The General Meeting of BC Conference that appoints us and embodies the ministries, congregations and presbyteries of BC Conference;*
- c. The General Council that has oversight of Conference as part of The United Church of Canada.*

- NEW MEMBER ORIENTATION AND TRAINING** Ali Jonker introduced the discussion on new member orientation and training which had started by email. Ali will work with Louise Mangan and Larry Scott on developing a plans for ongoing orientation and training.
- PRESIDENT-ELECT** The Executive listed qualities needed in a Conference President. It then broke into groups to identify those with these qualities who might be approached to stand for office at the General Meeting.
- GOVERNANCE EDUCATION** Foster Freed noted that usually Executive education would be held earlier in the meeting. He introduced the John Carver educational video on Policy Governance, showed sections, and led the Executive in a discussion on Policy Governance.

SATURDAY, MARCH 12, 2005

- OPENING** The meeting opened with singing at 9:30 am.
- POLICY REVIEW** The Executive reviewed and discussed the following policies: General Constraint, Personnel, Policy Review Schedule, Policy Monitoring Schedule.
- General Constraint** No changes were suggested to the General Constraint policy.
- Personnel** The Executive discussed the Personnel policy. Doug will investigate whether Conference staff are provincially or federally regulated. This could affect clause 1a. It was also suggested that clause 1f should end "... personnel policies and procedures." The External Organizational Audit found that clause 2 created confusion among staff since the word "permanent" is used in a non-technical sense in this policy. Ali Jonker and Dal McCrindle will work on the wording of this policy and bring a proposal for revision to the next meeting of the Executive.
- Emergency Succession** No changes were suggested to the Emergency Succession policy.
- Policy Review Schedule** *M/S/C (Goodwin/Gregg)*
THAT BC Conference Executive policy Governance Policy: Policy Review Schedule point 3.b. be changed to read "Each year in the cycle shall correspond to a the liturgical year of the revised common lectionary;" and
THAT 3.c. be changed to read " Year A began in 2002" and
THAT the schedule under section Policy "All Policies (External Review)" be changed to "All Ends and Executive Secretary Limitations Policies (External)."
- Executive Secretary Monitoring Schedule** *M/S/C (Goodwin/Mangan)*
THAT BC Conference Executive policy Conference Executive – Staff Relationship: Executive Secretary Monitoring Schedule point 1.c. be changed to read "Each year in the cycle shall correspond to the liturgical year of the revised common lectionary;" and
THAT 1.d. be changed to read " Year A began in 2002;" and
THAT the schedule under section Policy "All Policies" be changed to "All Ends and Executive Secretary Limitations Policies (External)."
- Perpetual Calendar** *M/S/C (Goodwin/Copeman-Haynes)*
THAT Governance Process: Perpetual Calendar be moved from the policies section to the Practices and Procedures section.
- PROPERTY DEVELOPMENT COUNCIL MEMBERS** Doug Goodwin reminded the Executive that they are also members of the Property Development Council. The Executive was also reminded that it has the responsibility to elect additional persons to serve on the Council.

The present Directors of the Council are Barbara Gregg (Chair), Doug Goodwin (Secretary), Donna Dawson, John Culter, Diane Nichols, Jim Roberts, Ken Tunnicliffe.

M/S/C (Goodwin/Gregg)

THAT the following persons be members of the Property Development Council: Donna Dawson, Diane Nichols, Jim Roberts, and Ken Tunnicliffe.

**MEMBERSHIP OF BC
CONFERENCE
GENERAL MEETING**

M/S/C (Goodwin/Copeman-Haynes)

THAT BC Conference Executive include in the membership of the BC Conference 2005 General Meeting the two Youth and Young Adult members of the Conference Executive in accordance with Section 410 (f) of The Manual.

M/S/C (Goodwin/McCrimdale)

THAT BC Conference Executive include in the membership of the BC Conference 2005 General Meeting chairs of the BC Conference Councils and Committees in accordance with Section 410 (f) of The Manual.

M/S/C (Goodwin/Auten)

THAT BC Conference Executive include in the membership of the BC Conference 2005 General Meeting the President of the Women of the United Church in accordance with Section 410 (f) of The Manual.

**ELECTION OF
COMMISSIONERS**

Westminster Presbytery has submitted a proposal concerning the process for the election of commissioners to General Council. This will be circulated with the minutes. (Reference: The Manual 423)

EVALUATION

The Executive reviewed its "Outcomes" established at the beginning of the meeting as a way to evaluate the success of the meeting.

1. *That we agree upon a clear foundational starting point for the Camp Future Project:* The Executive established a clear plan and timeline.
2. *That we end with a clear Executive position on our camping ministry to take to the General Meeting:* The Executive articulated a clear position and have people in place to make plans.
3. *That we engage in a discussion of the General Council Commissioners election process:* It was noted that the Westminster proposal will come before the General Meeting for discussion.
4. *That we emerge with a clear sense that what we are doing is of God:* The Executive agreed that there is a sense of engaging deeper meaning rather than just technical issues, talking more about God's call to mission.
5. *That we have asked the right questions in our business and engaged in a process of discernment:* The Executive agreed that we have a long way to go on this; it is a work in progress.
6. *That we have made progress in developing Ends statements:* Beyond identifying the discomfort with our present statements we have not made much progress. David Martyn suggested reading the Governance Style policy at the beginning of each meeting to help focus our work.
7. *That we have developed a plan for listening to the ownership:* A plan was not established. It was suggested that having a theological reflector working with the Executive would help us keep attentive to God's voice.

MEETING DATE	<i>MS/C/ (Goodwin/Auten)</i> <i>THAT the spring meeting of BC Conference Executive be March 16-18, 2006.</i>
ADJOURNMENT	The President adjourned the meeting at 10:50 am.
WORSHIP	Following the meeting of the Property Development Council the President led the Executive in worship which included the Celebration of the Lord's Supper.
NEXT MEETINGS	November 17-19, 2005 March 16-18, 2006
GENERAL MEETINGS	May 26-29, 2005 May 25-28, 2006



BC Conference Executive

Rev. Foster Freed, President

Rev. G. Doug Goodwin, Executive Secretary
