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**MINUTES OF  
THE EXECUTIVE OF BC CONFERENCE**  
The United Church of Canada  
November 2-4, 2006  
Mountain View Room, Burnaby, BC

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<b>PRESENT</b>	Dianne Astle, Louise Burton, Marion Carr, Jenny Carter, Cari Copeman-Haynes, Carole Finch, Al Fowler, Maki Fushii, Gary Gaudin, Doug Goodwin (Executive Secretary), Barbara Gregg, Alie Jonker, Dal McCrindle, Ashley Ramer, Bruce Sanguin, Hilde Seal, Andrew Speck, Jim White, Janice Young (President), Donna Ziegler
<b>STAFF PRESENT</b>	Brenda Wolff (Recording Secretary)
<b>GUESTS</b>	Derek Evans, Brenda Fawkes
<b>AUTHORITY</b>	In the name of Jesus Christ, and by the authority of the 2006 General Meeting of BC Conference, the President, the Rev. Janice Young, declared the regular meeting of the Conference Executive duly opened for the purpose of conducting the business properly before it. A quorum was present.
<b>WELCOME</b>	The President welcomed the Executive members and Derek Evans to the meeting and had those present introduce themselves.
<b>WORSHIP</b>	The President led in worship and community building based on the theme of juggling.
<b>AGENDA</b>	<i>M/S/C (Goodwin/Copeman-Hanes)</i> <i>that the agenda as presented be adopted.</i>
<b>CORRESPONDING PRIVILEGES</b>	<i>M/S/C (Goodwin/Ziegler)</i> <i>that corresponding privileges be extended to Derek Evans, Brenda Fawkes, and Brenda Wolff.</i>
<b>OUTCOMES</b>	Janice Young led the Executive in identifying intended Outcomes for the Executive meeting: <ol style="list-style-type: none"> <li>1. to come to some clear decision (preferably a consensus) around the future of camping</li> <li>2. to help new members not feel overwhelmed by the work and by the Policy Governance way of governing</li> <li>3. to build a community of trust that can ask questions</li> <li>4. to know that as a group we have tended to the work of BC Conference and become more informed about the work of Presbyteries</li> <li>5. to adopt the budget for 2007</li> <li>6. to put in place a plan to review the policy governance model as requested by the General Meeting</li> <li>7. to get through the list of consent items</li> <li>8. to deal with the resignation of the Ordered Representative to the General Council Executive and gain some understanding of what was behind Foster Freed's resignation</li> <li>9. to be able to leave with the sense that the Holy Spirit had been at work</li> <li>10. to spend significant time with the monitoring process</li> <li>11. to approve the audited financial statements and appoint a financial auditor</li> </ol>

12. to listen carefully to the “Emerging Spirit” age group of 30-45 year olds
13. to have opportunity to get to know the staff and one another better, and to express thanks to Nan Koldewijn
14. to begin to talk about the need for emerging leaders in the aboriginal community
15. to have all members learn to juggle
16. to come out with a communication plan for the Camp Future Project
17. to have developed a good, clear end statement

**GOVERNANCE TRAINING** Doug Goodwin led the Executive in a discussion about “Ends” in the Policy Governance system.

**ADJOURN** The President led the Executive in prayer. The meeting adjourned at 9:15 p.m.

### FRIDAY, NOVEMBER 3, 2006

**WORSHIP** Donna Ziegler opened the meeting with worship.

**MINUTES** *M/S/C (Goodwin/Gregg)*  
*that BC Conference Executive accept the minutes of March 16-18, 2006.*

**CORRESPONDENCE REPORT** Doug Goodwin presented a Correspondence Report (Appendix I) that was based upon the Correspondence Procedure adopted by the Executive.

*M/S/C (Goodwin/Gaudin)*  
*that the Correspondence Report be received and its recommendations adopted.*

The letter from Foster Freed with his resignation as Ordered Representative to the General Council Executive was received and discussed.

*M/S/C (Fowler/Gregg)*  
*that we accept Foster’s resignation with regret and gratitude for his integrity.*

**GENERAL MEETING 2006 FOLLOW-UP** Doug Goodwin presented the Executive with the report “General Meeting Follow-Up” (Appendix II) in which he raised points for discussion about two decisions made by the General Meeting 2006 that need immediate attention from the Executive.

Camping as a Priority: A discussion was held about the most appropriate way of responding to the motion of the General Meeting 2006 naming “Outdoor Ministry” as a “Conference Mission Priority.” The Executive decided to return to this question after dealing with the Camp Future Project report.

Review of Policy Governance Model: Doug Goodwin presented several issues and questions that arise from the motion of the General Meeting to review the BC Conference governance model. After discussion, draft Terms of Reference (Appendix III) were presented for consideration.

*M/S/C (McCrinkle/Astle)*  
*that we adopt the draft Terms of Reference for the Review of Governance Model without the words “acting as a volunteer.”*

**CAMP FUTURE PROJECT** Derek Evans introduced the report “A Future for Church Camping: Final Report and Recommendations October 2006” (Appendix IV). Derek worked with the Executive on clarifying the report’s findings and recommendations.

Derek reminded the Executive of the history of the Camp Future Project and especially of the most recent stage of negotiations with the legal and moral “owners” of the camps. He reported that all the owners engaged with the

negotiation process, although in varying degrees.

All owners have expressed at least conditional support for the project, in most cases with conditions attached that they desire to have resolved. Kamloops United Church and Kootenay Presbytery are both engaged in their own decision-making processes. It is expected that Kamloops United will complete its deliberations soon while Kootenay Presbytery will complete theirs by their Spring meeting.

Derek presented the Executive with a revised framework for the Project that is coherent with the original proposal, adjusted in a pragmatic but principled manner following the discussions with the owners.

Derek noted that the present framework allows for negotiation with owners to continue. It returns to the original governance model of having a strong Board for each camp, rather than a strong centralized Board as proposed in March 2006. It also presents updated financial estimates of income and expenditures.

After extensive discussion the Executive adjourned for lunch.

#### **LUNCH**

The Executive welcomed some BC Conference staff, including the new Assistant to the Executive Secretary, Christine Ackermann. Staff joined the Executive around the table and introductions were made. The President invited staff to meet Executive members personally over lunch.

#### **EXECUTIVE SECRETARY MONITORING**

The President welcomed John Culter to the meeting who had requested permission to observe the Executive Secretary Monitoring process on behalf of the Vancouver School of Theology Board which is presently becoming a Policy Governance board.

The Executive Secretary, Doug Goodwin, presented a printed 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 all Ends policies and the following scheduled Executive Limitation policies: General Constraint, Financial Condition, Protection of Assets, Grants and Loans, Personnel, and Communication and Support to the Executive. He also reported against the Treatment of Beneficiaries policy as requested by the Executive at its March 2006 meeting.

#### **Previous Commitments**

Doug Goodwin reported that he has followed through on his commitments to the Executive with the exception of meeting to discuss the role of an Ethnic Ministries representative on the Executive. Doug decided that since the Policy Governance model review is to take place this question could best be dealt with in that context and not in isolation.

Doug also noted that he is not under a legal obligation to bring Ministry Personnel matters to the Executive as Consent Items so in the future he will bring such information to the Executive solely as information.

#### **Ends**

Doug reported on Conference work that had taken place since the last Executive meeting that reflected the Conference Executive's Ends policies.

*Healthy Congregations and Ministries:* Doug reported numerous items related to "healthy congregations," including:

- Conference has assumed trusteeship of Renfrew United Church property;
- work continues with camps, especially Fircom and Kwomais;
- the Camp Future Project has been developing a plan which will be brought to this meeting for decision;

- an agreement has been reached with the Lower Mainland Presbyteries to provide significant financial support;
- work continues on the incorporation of United Church Health Services; a new CEO/President, Glen Timbers, has been hired;
- the Native Ministries Council is looking at how to develop leadership in a more integrated manner;
- a Property Manager has been hired to ensure Conference properties are safe and well maintained.

*Effective Leadership*

- a new “Spiritual Care” committee has been formed to plan for the support and encouragement of ministry personnel;
- a new Campus Ministry committee has been formed to provide leadership and coordinate financial support for the campus ministries in Conference;
- two workshops were held to train for chairs of congregational boards.

- General Constraint** Doug Goodwin reported compliance in all areas of the General Constraint policy except in section #1. He explained his non-compliance further during his reporting on the Personnel policy (see below).
- Financial Condition** Doug reported compliance in all areas of the Financial Condition policy. He noted that the Conference has had a modest operating surplus for the past three years. He also noted that work is being done to ensure that the BC Fires Fund will not remain unused.
- Protection of Assets** Doug reported compliance in all areas of the Protection of Assets policy.
- Grants and Loans** Doug reported compliance in all areas of the Grants and Loans policy.
- Personnel** Doug reported compliance in all areas of the Personnel policy, except for 1b) which states, “shall not... violate the Human Relations Policies of The United Church of Canada..” Doug explained that his supervisor at the General Council identified one of his actions during the recent termination of an employee as being against the church’s practices. The supervisor was clear that the action did not harm the employee and was content that no further actions needed to happen.
- Communication and Support** Doug reported compliance in all areas of the Communication and Support to the Executive policy.
- Treatment of Beneficiaries** At the request of the Executive at its March 2006 meeting, Doug reported against #5 of the Treatment of Beneficiaries policy. He reported that plans are well underway for a Conference calendar to be produced that would explain the services offered by the Conference office to the constituency. The project was slightly delayed until a new staff member was hired.
- Consent Items:** Doug Goodwin introduced the meaning of “Consent Items” to the meeting, referring to the Conference Executive Agenda Planning Policy.
- License to Administer the Sacraments** Doug reported that he has granted temporary Licenses to Administer the Sacraments to five people since the last meeting of the Executive after ensuring they were qualified and that appropriate procedures had been followed.

*M/S/C (Goodwin/McCrindle)*

*that Diane Robinson be granted a license to administer the sacraments for the duration of her appointment to St. Paul’s United Church, Princeton.*

*M/S/C (Goodwin/McCrindle)*

*that Fred Duck be granted a license to administer the sacraments for the*

*duration of his service at Revelstoke United Church, Revelstoke.*

*M/S/C (Goodwin/McCrindle)*

*that Ann White be granted a license to administer the sacraments for the duration of her appointment to Pitt Meadows United Church, Pitt Meadows.*

*M/S/C (Goodwin/McCrindle)*

*that Blake Field be granted a license to administer the sacraments for the duration of his appointment to Wilson Heights United Church, Vancouver.*

*M/S/C (Goodwin/McCrindle)*

*that Carol Stokes be granted a license to administer the sacraments for the duration of her appointment to St. Andrew's United Church, Enderby.*

**Interim Minister** Doug reported that three people have been found to be qualified and have followed the appropriate procedures to be designated as Interim Ministers.

*M/S/C (Goodwin/McCrindle)*

*that Helen Hobbs be designated as an Interim Minister.*

*M/S/C (Goodwin/McCrindle)*

*that Rose-Hannah Gaskin be redesignated as an Interim Minister.*

*M/S/C (Goodwin/McCrindle)*

*that Wendy Read be redesignated as an Interim Minister.*

**DSL (Voluntary)** Doug reported that the appropriate procedures have been followed to place David Jay Logan on the Discontinued Service List (Voluntary).

*M/S (McCrindle/Jonker)*

*that we waive the requirement of voting by ballot on this matter, as allowed by The Manual 35. **The motion was carried unanimously***

*M/S/C (Goodwin/McCrindle)*

*that David Jay Logan be placed on the Discontinued Service List (Voluntary).*

**NARAMATA BOARD MEMBERS** Doug reported that under the rules of Appendix IV of *The Manual* all incorporated bodies need to have their Board membership approved by the Executive and their names recorded in the minutes.

*M/S/C (Goodwin/McCrindle)*

*that the List of Directors 2006 for the Naramata Centre be approved and included in the minutes of this meeting as an appendix (Appendix VI).*

**FORMAL HEARING** Doug presented a printed report (Appendix VII) containing his actions in establishing and amending the terms of reference for a Formal Hearing called for through actions being undertaken following the church's Sexual Abuse policy.

*M/S/C (McCrindle/Copeman-Haynes)*

*that the actions of the Executive Secretary in establishing and amending a Formal Hearing as reported in the Formal Hearing Report be accepted.*

**ACCEPTANCE OF REPORT** *M/S/C (McCrindle/Gregg)*

*that we accept the Monitoring Report of the Executive Secretary.*

*M/S/C (White/Gregg)*

*that we extend a word of appreciation for all the work Doug has done.*

**BUDGET 2007** Doug Goodwin presented his Budget 2007 monitoring report and proposed budget (Appendix VIII).

Doug noted that the budget calls for a slight increase in the Presbytery allocation

mill rate from 2.23 to 2.26. Allocations for the General Meeting are also increased. Both increases are to protect Conference services against inflation.

The budget notes a shortfall of \$87,455. Doug explained that he was comfortable with this amount since the Budget Stabilization Fund could easily cover this amount without jeopardizing the long-range financial sustainability of the Conference. He also noted that the conservative budgeting practices of the Conference usually means better results at the end of the year than the budget suggests.

*M/S/C (Gregg/McCrimble)*

*that the Budgeting Policy monitoring report be accepted.*

*M/S/C (Goodwin/Burton)*

*that the budget for 2007 as outlined in the Budget 2007 report be adopted.*

**POLICY  
DEVELOPMENT:  
ENDS**

Cari Copeman-Haynes led the Executive in developing a first-level Ends policy for the Conference Executive. The Executive reviewed the statement it had developed at its March 2006 meeting. After discussion the Executive adopted the following statement as its first-level Ends statement:

*We support and oversee presbyteries, congregations and Conference ministries within the bounds of BC Conference with available resources.*

It was decided that a great deal of further work on Ends statements would have to be done by a small group that could meet several times and present the Executive with a proposal. It was suggested that a consultant might also be used to aid this process.

The President asked Cari Copeman-Haynes, Ali Jonker, and Hilde Seal to serve as a task group to develop draft Ends policies.

**DINNER**

Nan Koldewijn, former Assistant to the Executive Secretary, was welcomed by the Executive for dinner. Nan updated the Executive on her life since leaving the Conference office in June. The President presented Nan with a gift of earrings from the Executive. Several people expressed their appreciation for Nan's diligence and friendship during her time working for BC Conference.

**AUDITED FINANCIAL  
STATEMENTS 2005**

Doug Goodwin reminded the Executive that the audited statements received at the March 2006 meeting were draft documents and that the final documents needed to be adopted.

*M/S/C (Gregg/Ziegler)*

*that the BC Conference Executive accept the final Audit Report and Statements 2005 (Appendix IX).*

**APPOINTMENT OF  
FINANCIAL AUDITOR**

*M/S/C (Gregg/Ziegler)*

*that the BC Conference Executive appoint the firm of Ernst and Young Chartered Accountants as auditors of the BC Conference 2006 financial records.*

**FINANCIAL AUDIT  
COMMITTEE**

*M/S/C (Gregg/Seal)*

*that Alie Jonker be a member of the Executive Audit Review Committee with the President and Chair of Finance Council.*

**CAMP FUTURE  
PROJECT  
(CONTINUED)**

Discussion continued on the Camp Futures Project.

*M/S/C (Gregg/Jonker)*

*Agree the definition of the Camp Futures project as the Negotiating Framework, modified by the Proposed Resolutions, and approve the proceeding with*

*implementations. [Note: see page 06-260 for Reconsideration]*

*M/S/C (Gregg/Finch)*

*that we instruct the Executive Secretary to appoint and instruct a professional property Agent to develop strategies for the sales of Camp properties, and to lead negotiation with potential buyers process.*

*M/S/C (Gregg/Fowler)*

*that we instruct the Executive Secretary to appoint and empower a Project Manager to carry forward the implementation of the project, including the formation and development of the Boards for the new Conference Camps*

*M/S/C (Gregg/Fowler)*

*that we instruct the Executive Secretary to pursue further negotiations with Owners to clarify or revise outstanding conditions that seek to retain indefinitely portions of properties for sale without defined or viable purpose.*

*M/S/C (Gregg/Ziegler)*

*that we instruct the Executive Secretary to develop terms of reference with the criteria and mechanisms for decision-making for the use of the balance of funds arising from the project and to do so in with consultation with presbyteries and other appropriate bodies.*

*M/S/C (Burton/Copeman-Haynes )*

*that the Executive develop a proactive plan to foster a spirit of respect and reconciliation with those who may be experiencing a sense of alienation, disaffection or grief as a result of decisions take or not taken in relation to the Camp Future Project.*

#### **ADJOURN**

The President led the Executive in prayer. The meeting adjourned for the night at 9:10 pm.

#### **SATURDAY, NOVEMBER 4, 2006**

##### **WORSHIP**

The meeting opened with worship led by Hilde Seal at 9:00 a.m.

##### **POLICY REVIEW**

The Executive reviewed the following policies: Priorities, Executive Secretary Relationship, Monitoring Executive Secretary Schedule, Emergency Succession, and Grants and Loans.

##### **Priorities**

It was noted that there is no explicit mention of needing leaders who can effect change within their communities.

*M/S/C (Jonker/Finch)*

*that the phrase "Help their communities embrace change and achieve their goals" be added as the first point under "Effective."*

It was suggested that listing the phrase "Outdoor Ministry" in this Priority policy would be an appropriate way of honouring the General Meeting 2006 decision that "Outdoor Ministry" be a "Conference Mission Priority."

Discussion followed on the most appropriate place for this phrase.

*M/S/C (Seal/Speck)*

*that "Outdoor Ministry" be listed as a second Priority.*

It was noted that "Effective Ministry" with all of its subsections would now be the first priority, with the second priority the phrase "Outdoor Ministry."

- Executive Secretary Relationship** No changes were suggested for the “Executive Secretary Relationship” policy.
- Monitoring Executive Secretary** No changes were suggested for the “Monitoring Executive Secretary Schedule” policy.
- Emergency Succession** It was noted that the March 2006 meeting of the Executive identified the need to ensure there would be people not only knowledgeable but qualified and prepared to assume the Executive Secretary role should an emergency situation arise.
- M/S/C (Copeman-Haynes/Gaudin)*  
*that the phrase “This plan must also identify two people who are able to exercise Executive Secretary responsibilities” be added as point #2.*
- GRANTS AND LOANS** The meeting noted that the word “regularly” in the Grants and Loans policy could carry a wide range of meaning and that clarity would prove helpful.
- M/S/C (Jonker/Carr)*  
*that in point #3 the word “annually” replace the word “regularly” so that the section would read, “Fail to annually assess the effectiveness of grant and loan policies against the accomplishment of the Conference Executive Ends.”*
- CAMP FUTURE PROJECT (CONTINUED)** The Executive again considered the Camp Future Project. It was suggested that the wording of the first motion made the previous evening regarding Camp Future was not as clear as it could be. Although the motion itself would not be widely publicized, clarity about its meaning would be important.
- M/S/C (Ziegler/Gaudin)*  
*that we reconsider our first motion regarding the Camp Future Project from Friday evening.*
- The motion was brought back to the table.
- M/S/ (Gregg/Jonker)*  
*Agree the definition of the Camp Futures project as the Negotiating Framework, modified by the Proposed Resolutions, and approve the proceeding with implementations.*
- Amendment: M/S/C (McCrinkle/Seal)*  
*that the motion be amended to read, “that we receive the final report of ‘A Future For Camping Ministry: Final Report and Recommendations October 2006’ and approve the definition of the Camp Future Project as the Negotiating Framework (Section 2 of the Report), modified by the Proposed Resolutions (from Section 3 of the Report), and proceed with implementation.”*
- The motion as amended was then put and **Carried**
- Discussion followed on how the Report and information in it could best be communicated to the church and the public. It was noted that it would not be prudent to have the figures related to anticipated sale income be known publicly. The rest of the report, however, could be public.
- M/S/C (McCrinkle/Copeman-Haynes)*  
*that Section 4 of the Report containing projected revenue not be made known publicly.*
- The Executive discussed elements that should go into a communication plan for the Project. They include public announcements, personal letters to those most directly affected, information on the web page, personal visits from the President, a summary report, and alerting the spiritual care people from each

presbytery. Doug volunteered to produce a summary statement before the end of the meeting for use by the Executive members.

**LISTENING TO THE OWNERSHIP**

Brenda Fawkes was welcomed to the meeting by the President. Brenda introduced her work with the Emerging Spirit campaign. She then presented information on 30-45 year olds based upon research undertaken by Emerging Spirit. Discussion followed on the values and interests of this age group and how these affect their participation in the church. Brenda ended by showing some of the work of Emerging Spirit, including magazine advertisements. She noted that the public name for Emerging Spirit is WonderCafe. Brenda was invited to remain with the Executive through lunch.

**GENERAL MEETING REVIEW**

Janice Young led a discussion reflecting on the General Meeting 2006. It was felt that the meeting accomplished what it had to do. In particular, efforts to provide deep connections between people were appreciated most and several suggestions were made to enhance table group times. The sometimes hostile mood of the meeting was noted. This was attributed to tensions around the Camp Future Project, lack of clarity about Policy Governance, and the recognition that when our church does business it almost inevitably falls into an antagonistic mind frame.

**COMMISSIONER ELECTION PROCESS**

The process to elect General Council Commissioners used at the General Meeting was evaluated. It was generally felt to be a good process. Doug Goodwin brought forward a proposal from Foster Freed, one of the "Elders" involved in the process at the General Meeting, on how the process might be improved. Doug Goodwin will bring a revised process to the Executive at its November 2007 meeting for consideration.

**FIRST NATIONS LEADERSHIP**

Jim White called the Executive's attention to the lack of First Nations ordered leadership in First Nations villages. He noted that the Anglican Church has been more successful at recruiting and training leadership and challenged the United Church to do better.

*M/S/C (Zielgler/McCrimdell)*

*that the Executive Secretary report to the next Conference Executive meeting about the work being done in the area of First Nations leadership development.*

**MODERATOR VISIT**

Doug Goodwin reported that the Moderator intends to visit every Conference, including BC Conference, during his time as Moderator. It was noted that the Moderator's priorities are First Nations visits and work with youth and young adults. He also hopes to pay more attention to those on "the margins" of the church and society. The Executive did not have any additional priorities for the Moderator's visit. Ideas for the use of his time were suggested.

**GENERAL COUNCIL EXECUTIVE REPRESENTATIVE**

Janice Young reminded the meeting that with the resignation of Foster Freed a new Ordered Representative to the General Council Executive should be appointed. Discussion followed on: whether we should leave the position vacant; whether an alternate Representative should be elected; if one is to be elected, when such an election might take place; whether it would be appropriate to have an Interim Representative.

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

*that the Conference Executive appoint Rev. Heather Burton as an Interim Ordered Representative to the General Council Executive.*

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

*that an election be held at the General Meeting of BC Conference in 2008 for an*

*Ordered Representative to the General Council Executive to complete the term vacated by Foster Freed.*

Dal McCrindle noted that *The Manual* 423 (b) stipulates that the Conference name “alternate members” to the Executive of the General Council.

**NEXT MEETINGS**

*M/S/C (Goodwin/Speck)*

*that, if possible, the Spring 2007 meeting of the BC Conference Executive be April 26-28, 2007 in Prince Rupert, BC.*

*M/S/C (Goodwin/Seal)*

*that the Fall 2007 meeting of the BC Conference Executive be November 1-3, 2007 in the Lower Mainland.*

**OUTCOMES AND EVALUATION**

The Executive reviewed its “Outcomes” established at the beginning of the meeting as a way to evaluate the success of the meeting. The Executive agreed that most outcomes were addressed and accomplished.

**APPRECIATIONS**

The President expressed appreciation for the work of Brenda Wolff, Brendan Wanderer, Derek Evans, and Doug Goodwin in preparing for and participating in the Executive meeting.

**WORSHIP**

The President closed the Executive meeting by leading eucharistic worship.

**ADJOURNMENT**

The President adjourned the meeting with the benediction.

**NEXT MEETINGS**

April 26-28, 2006	Prince Rupert
November 1-3, 2007	Conference Office

**CELEBRATION OF MINISTRY**

May 26, 2007	St. David’s United Church, West Vancouver
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**CONFERENCE GENERAL MEETING**

May 22-25, 2008	Capilano College, North Vancouver
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## BC Conference Executive

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Rev. Janice Young, President

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Rev. G. Douglas Goodwin, Executive Secretary