
MINUTES OF
THE EXECUTIVE OF BC CONFERENCE
The United Church of Canada
November 1-3, 2007
Mountain View Room, Burnaby, BC

PRESENT	Dianne Astle, Heather Burton, Marion Carr, Jenny Carter, Cari Copeman-Haynes, Fred Duck, Carole Finch, Albert Fowler, Maki Fushii, Gary Gaudin, Doug Goodwin (Executive Secretary), Barbara Gregg, Alie Jonker, Dal McCrindle, Hilde Seal, Valerie Taylor, Janice Young (President), Donna Ziegler
REGRETS	Jim Angus, Andrew Speck, Jim White
STAFF PRESENT	Christine Ackermann (Recording Secretary)
GUESTS	Derek Evans (Policy Development); Sandy Ferguson (Governance Review Team); Carol Hancock (Regional Relations, General Council Office); Bruce Sanguin; Brian Thorpe (Governance Review Team).
AUTHORITY	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.
WELCOME	The President welcomed the Executive members and guests to the meeting. She noted two new members were present: Fred Duck and Valerie Taylor.
WORSHIP	The President led in worship.
COMMUNITY BUILDING	The President led the Executive in community building exercises based on All Saints Day and utilizing reports from Presbyteries.
AGENDA	<i>M/S/C (Goodwin/Gregg)</i> <i>that the agenda as presented be adopted.</i>
CORRESPONDING PRIVILEGES	<i>M/S/C (Goodwin/Copeman-Haynes)</i> <i>that corresponding privileges be extended to Christine Ackermann, Derek Evans, Sandy Ferguson, Carol Hancock, Bruce Sanguin and Brian Thorpe.</i>
OUTCOMES	Janice Young led the Executive in identifying intended Outcomes for the Executive meeting: <ol style="list-style-type: none"> 1. to have some fun 2. to try some new hymns 3. to get our business done 4. to have good progress on Ends policy development 5. to discover the holy 6. to rigorously monitor the Executive Secretary 7. that the interaction with First Nations began in Prince Rupert would continue 8. address the reports before us rigorously 9. deal quickly and clearly with the financial issues, e.g. audit and accounting

10. better understand Policy Governance use and expectations within Conference
11. to make good decisions made about Extraordinary Appeals
12. to hear from the Governance Review Team and offer input/dialogue
13. to have significant conversation about Executive membership, focusing on issues of representation and accountability

FRIDAY, NOVEMBER 2, 2007

- WORSHIP** Maki Fushii led the meeting in worship.
- MINUTES** *M/S/C (Goodwin/Gaudin)*
that the minutes of the April 26-27, 2007 BC Conference Executive meeting be accepted.
- CORRESPONDENCE REPORT** Doug Goodwin presented a Correspondence Report (Appendix I, page 2007-47) that was based upon the Correspondence Procedure adopted by the Executive.
M/S/C (Goodwin/Fushii)
that the Correspondence Report be received and its recommendations adopted.
Members posed questions about the Correspondence policy regarding email. Janice reminded the group that a review of the Correspondence Policy will happen later in the meeting.
- ENDS POLICY DEVELOPMENT** Derek Evans led a presentation on Ends Policy development. He reviewed the role of policies in the Policy Governance system and reviewed what makes a good policy.
The gathering broke into small groups to discuss aspects of the life of BC Conference (what we “do”; what we are “becoming”; what do we “value”; what seems “powerful” in our context) posed by Derek. Based on these discussions, Derek Evans will develop Ends Policy statements that will articulate goals and a set of objectives for presentation at the next Conference Executive meeting in March 2008.
- LUNCH** The meeting adjourned for lunch with the Conference office staff.
- EXECUTIVE SECRETARY MONITORING** The Executive Secretary, Doug Goodwin, directed the meeting to the policy “Conference Executive – Staff Relationship: Monitoring Executive Secretary Performance” and explained that this policy guides his monitoring report and the Executive’s monitoring responsibilities. He then presented two printed reports, “Executive Secretary Monitoring” (Appendix II, page 2007-49) and Executive Secretary Monitoring: Supplement” (Appendix III, page 2007-61). The reports highlighted activities and decisions of the Executive Secretary in response to direct commitments made at previous Executive meetings, and also reported against all Ends policies and scheduled Executive Limitation policies: Financial Condition, Protection of Assets, Executive Secretary General Constraint, and Personnel.
- Walk for Reconciliation** During Doug’s reporting against the Ends Policy of Faithful Public Witness, Janice Young reported that Dal McCrindle represented Conference at a reconciliation event with First Nations people. Dal spoke about his experience at this event. A Walk for Reconciliation in October 2008 will happen as a follow-up to this event.
- BC Fires Fund** Doug was asked to report back to the Executive at its next regular meeting regarding the BC Fires Fund.
- Staffing Committee** In response to a question why BC Conference does not have a staffing committee, Doug reported that a staff committee tends to confuse staff accountability and does

not fit with Policy Governance. He also reported that Conference funds a support group for any staff member upon their request.

- Liability Insurance** In response to a question, Doug reported that Conference has officers' liability insurance that covers Executive members while doing Executive business. Doug was asked to clarify what is covered under this insurance.
- Criminal Records** Doug reported that he voluntarily undertook a criminal records check. Later in the meeting it was clarified that it was a Level 2 check which came back "clear."
- Previous Commitments** Doug reported that he has fulfilled his commitments made to the Executive at its last meeting. He is bringing forward later in the meeting a recommendation on the election of General Council Commissioners. He also reported that the Finance Council is continuing work on preparing Financial Limitation Policy suggestions for the Executive to consider at a future meeting.
- Resignation: Donald Faris** Doug reported that on June 11, 2007 he accepted the resignation of the Rev. Donald Faris from the Order of Ministry of The United Church of Canada, as recommended by Vancouver-Burrard Presbytery.
- Interim Ministers** Doug reported that the following persons were designated or redesignated as Interim Ministers: (June 5, 2007) The Rev. Richard Bott; the Rev. Sharon Ferguson-Hood; the Rev. Rose-Hannah Gaskin; the Rev. John Hogman; the Rev. Glenn Jackson; the Rev. Mollie Williams; the Rev. Ruth Wright; (August 13, 2007) the Rev. Michael Hare; (October 2, 2007) the Rev. Boyd Drake; the Rev. Helen Hobbs; the Rev. Don Hume; the Rev. Anne Manikel; the Rev. Neill McRae.
- Ends** Doug Goodwin 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:
- The transfer of St. Paul's United Church to Korean United Church;
 - The production of the Conference Directory;
 - Ongoing work with camps and the Camp Future Project;
 - Progress on the incorporation of the United Church Health Services;
 - The assessment of "Real Properties" in Prince Rupert Presbytery.
- Effective Leadership:*
- Much of Conference work with personnel is in crisis situations;
 - A Leadership Certificate Program is being developed;
 - A new Chair of Campus Ministries has been appointed, Sandra Severs.
- Faithful Public Witness:*
- BC Conference people continue to attend Dispute Resolution Hearings on behalf of the church;
 - Communication about events and issues in this area are distributed through e-mail networks.
- Financial Condition** Doug reported compliance in all areas of the Financial Condition policy. He noted that BC Conference financial reserves and present financial situation are good.
- Protection of Assets** Doug reported compliance in most areas of the Protection of Assets policy. He noted that this past year the Finance Council and the auditors have recognized that properties held by BC Conference through Metropolitan Council and the Property

Development Council have not been appropriately reported. Steps are being taken to improve this reporting for the 2007 statements. Doug also reported that the decision to sell property at Bethany-Newton United Church was unusual since it was property held by trustees on behalf of BC Conference but not held by one of the Conference's societies. Policy regarding this type of sale might need to be clarified.

General Constraint Doug reported compliance in all areas of the Executive Secretary General Constraint policy.

Personnel Doug reported compliance in all areas of the Personnel policy.

CONSENT ITEMS

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 BC Conference Executive minutes.

M/S/C (Goodwin/Ziegler)

that the List of Directors 2007 for the Naramata Centre be approved and included in the minutes of this meeting as an appendix (Appendix IV, page2007-63).

Formal Hearing Doug reported that due to several factors, including the time schedules of the lawyers involved, the dates for the completion of the Formal Hearing being undertaken on behalf of Vancouver South Presbytery needed to be extended.

M/S/C (McCrinkle/Jonker)

that the actions of the Executive Secretary in amending on July 4, 2007 and again on October 19, 2007 the Terms of Reference for the Formal Hearing originally established on March 28, 2007 be accepted.

ACCEPTANCE OF REPORT *M/S/C (Copeman-Haynes/Finch)*
that we accept the Monitoring Reports of the Executive Secretary.

GOVERNANCE REVIEW: INTERIM REPORT Brian Thorpe and Sandy Ferguson joined Dal McCrinkle to bring an interim report on the Conference Governance Review. Marion Best, the fourth member of the Governance Review Team, was not able to attend.

Dal McCrinkle introduced the work of the Governance Review Team and reviewed the history of this work. The question to be answered, as posed at the 2006 General Meeting, is, "Is the policy governance model as practiced by the BC Conference Executive effective and faithful?"

It was reported that of the 160 questionnaires sent out, 38 were returned, including 2 extensive letters. Brian Thorpe noted that the majority of the responses came from the two presbyteries that asked for the review, Kootenay and Vancouver-Burrard.

The Executive spent time responding to the questions posed by the Review Team.

Dal reported that the Review Team is to present the final report to the Conference Executive and the presbyteries in the spring. Janice reminded the team that presbyteries will need to receive this report by February as some presbyteries only meet twice per year.

GENERAL COUNCIL GUEST The President, Janice Young, welcomed Carol Hancock to the meeting.
Carol explained that one of her responsibilities as General Council Minister, Regional Relations, is to supervise the 13 Executive Secretaries and the All Native Circle

Conference Speaker. She presented a revised BC Conference Executive Secretary job description for review and comment by the Executive. Although the approval of the job description is a General Council responsibility, Carol committed to ensuring it would happen only after receiving consent from the BC Conference Executive. Discussion about the job description ensued. Carol received consent from the Executive to proceed with the job description as distributed.

Carol concluded her time by giving a brief description of her duties as General Council Minister, Regional Relations.

GC EXECUTIVE REPORT

Marion Carr and Heather Burton gave an overview of their involvement with the General Council Executive and shared an update on the Moderator's health.

Marion spoke about the United for Peace campaign and ethical investments in the Middle East. Heather reported on the priority setting undertaken by the General Council. The priority setting resulted in the "Plan Toward 2010" which was adopted by the General Council.

The President thanked Marion and Heather for their report. The General Council Executive meets again November 16-19, 2007. The President asked that everyone hold the General Council Executive in their prayers at that time.

DINNER

The meeting adjourned for dinner.

BUDGET 2008

Doug presented the Budget 2008 report (Appendix V, page 2007-65) containing his Budget monitoring report and an operating budget for 2008.

Doug Goodwin and Barb Gregg explained that in 2008, for the first time, income from investments is being calculated based upon projected actual income rather than guaranteed income for 2008 in order to more accurately reflect anticipated year-end results. Although this means slightly higher risk in budgeting it also means much better accuracy in projections.

In response to a question, Doug reported that BC Conference's investment portfolio is governed by an ethical investment standard and is reviewed quarterly.

M/S/C (Goodwin/Gaudin)

that the Budgeting Policy monitoring report be accepted.

Doug introduced the proposed budget for 2008. He pointed out divergences from previous years, noting that the 2008 budget is very close to a balanced budget despite being approximately 10% greater than 2007. The budget does not include a mill rate increase for 2008. The budget includes increase in staffing (reflecting the addition of staff as well as increases in salaries and benefits), Native Ministries, legal, audit, and office equipment.

M/S/C (Goodwin/Seal)

that the budget for 2008 as outlined in the Budget 2008 report be adopted.

The Presbytery allocation amounts were distributed to the Executive for information.

AUDITED FINANCIAL STATEMENTS

Doug Goodwin reminded the Executive that the audited statements received at the April 2007 meeting were draft documents and that the final report needed to be adopted.

Barb Gregg reported on behalf of the Executive's Financial Audit Committee, noting the absence of reporting of Conference-held properties. The Committee agreed with

the Finance Council that appropriate steps are being taken to address this situation and recommended acceptance of the statements.

M/S/C (Gregg/Ziegler)

that the BC Conference Executive accept the final Audit Report and Financial Statements 2006 (Appendix VI, page 2007-75).

APPOINTMENT OF FINANCIAL AUDITOR 2007 Barb Gregg reported that the services of an auditor will be tendered in 2008 but using the present auditors for a second year, especially when reporting practices are being altered, would be beneficial.

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 2007 financial records.

FINANCIAL AUDIT COMMITTEE *M/S/C (Gregg/Burton)*
that Alie Jonker be a member of the Executive Audit Review Committee with the President and Chair of Finance Council.

CAMP FUTURE PROJECT Doug Goodwin presented a printed report entitled "Camp Future Project" (Appendix VII, page 2007-87). Discussion focused on understanding the liabilities that the report recommends paying. There was also extensive discussion to understand the relationship between the Project and those camps that are not part of the Project. Doug explained that the present report does not supersede earlier reports but builds within their framework, including earlier statements regarding non-Project camps. Doug also committed to provide more clarity about the next decisions regarding the Camp Futures Project that would come before the Conference Executive.

M/S/C (Goodwin/Fowler)

that the liabilities of the Conference camps be paid at year-end, December 31, 2007.

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

that the Camp Future Project Report (November 2007) be accepted and its directions approved.

ADJOURN The meeting adjourned for the night.

SATURDAY, NOVEMBER 3, 2007

WORSHIP Gary Gaudin led the meeting in worship.

CONFERENCE EXECUTIVE MEMBERSHIP Doug reminded the Executive of its plan to begin a discussion in the Conference regarding membership on the BC Conference Executive by distributing the report originally received in March 2006 entitled "Reflections on Conference Executive Membership" (Appendix VIII, page 2007-93).

The Executive members discussed how to proceed with this issue. It was decided that Executive members would informally discuss this topic within their Presbyteries. Members were reminded that the Executive does not have the power to change its own membership; changes must be approved by the Conference General Meeting.

During the discussion it was suggested that it would be helpful to have a list of the skill-set appropriate for Conference Executive membership. The President undertook to put this suggestion on a future agenda.

POLICY REVIEW The Executive reviewed the Governance Process policies: Priorities, Conference Executive Job Description, Principles for Conference Executive Committee ,

Conference Executive Financial Audit, Disciplines and Practices, Conference Executive Resources For Governance, Agenda Planning, Code of Conduct, Governing Style, President's Role, President Elect Role, Policy Review Schedule, and Diversity of Voice/One Voice, as well as the Procedures statements Conference Executive Correspondence and the Perpetual Calendar.

Doug introduced the policy review process and reminded the members that Governance Process Policies are written by the Executive to themselves in order to govern better. As the policies were being reviewed time was also taken to understand them better as part of Training in Governance.

Conference Executive Job Description: No changes were made to this policy.

Principles for Conference Executive Committee: No changes were made to this policy.

Conference Executive Resources for Governance: No changes were made to the policy.

Conference Executive Agenda Planning: No changes were made to the policy.

Conference Executive Members' Code of Conduct: Doug remarked that this policy could be more extensive, especially reflecting the work done at General Council in this area. It was suggested to combine the Diversity and One Voice policy and the Creative Conflict policy with this policy into a lengthier and more complete code of conduct. Cari Copeman-Haynes volunteered to do some initial work on this idea.

Christine committed to emailing the complete package of policies to all Executive members.

Conference Executive Governing Style: No changes were made to this policy.

Conference Executive President's Role: It was suggested that statement #4 needs more clarity about expectations on the President for attending events or making public statements. Doug suggested a Procedure statement could be developed that would record best practices in this area but would not carry the weight of a policy. It was agreed to develop a Procedure.

Conference Executive President-Elect role: Doug suggested that the President-Elect take on the role of determining the "listening to the ownership" portion of each meeting. This suggestion was adopted by the Executive. Doug will bring recommendations for changes to this policy to the next meeting. Hilde Seale will take on this task for the next meeting.

Clarification was sought on why the Past President did not continue their membership on the board. Doug reminded the members that continuity in a policy governance system is not provided by people and memory but rather by written policies. He suggested the Executive combine this discussion with the discussion regarding Executive membership.

Conference Executive Policy Review Schedule: No changes were made to this policy.

Conference Executive Diversity and One Voice: No changes were made to this policy.

Conference Executive Disciplines and Practices: No changes were made to this policy.

Conference Executive Correspondence: It was agreed to add the phrase “and email” to 1a.

Conference Executive Perpetual Calendar: no changes were made to the policy.

**PRINCE RUPERT
APRIL MEETING
REVIEW**

Top issues/concerns we heard from Native Ministries Circle:

- Desire to authorize their own spiritual leadership
- Christian education support in the face of American Evangelical influence in United Church communities
- Sense of urgency: “Do something before I die”
- We need people to hear and understand our history around residential schools and discrimination against First Nations
- We want to work hand in hand. Remember the example of the canoe made of two logs.
- Residential Schools experience dominates self-understanding
- Want a healing community and the church to be involved
- One last chance. Put up or shut up.
- Things never change
- We have diversity in the Native community
- We want traditional Spirituality and Jesus the Healer/Saviour
- Fear that the Church is unable to provide leaders/quality
- Accessing funds for education
- Reminder that there are United Church communities within Native communities; differences exist
- We are overwhelmed by tragedy (especially suicide of our youth)
- Unemployment rates are astronomical (9-11% employment). Challenge to pay for our ministry.

It was suggested that these concerns might find their way into Ends policies presently being developed.

The President and President-Elect were asked to write a letter to the Native Ministries Council about the ways in which the Executive have heard their issues and our commitment to continue the on-going dialogue with First Nations.

**EXTRAORDINARY
APPEALS**

Doug Goodwin presented the report entitled “Extraordinary Appeals” (Appendix IX, page 2007-97). He reported that a signed sale agreement for property at Bethany-Newton United Church should result in a sale in 2008. He recommended that some of the proceeds from the sale could be used to support the large financial needs of the Naramata Centre and the BC Conference archives.

**Naramata
Centre Capital
Campaign**

Barbara Gregg noted a conflict of interest in the matter regarding a grant to the Naramata Centre. She is the Chair of the Naramata Centre Capital Campaign. She abstained from the discussion of the motion and the subsequent vote.

M/S/C (Goodwin/Gaudin)

that when adequate funds are available \$500,000 be granted to the Naramata Centre Capital Development Project.

**BC Conference
Archives**

M/S/C (Goodwin/Seal)

that when adequate funds are available \$300,000 be given to the Vancouver School of Theology as the BC Conference contribution to the new archives building.

Bob Stewart

M/S/C (Goodwin/Ziegler)

- Legacy Fund** *that when adequate funds become available \$100,000 be transferred to the Bob Stewart Legacy Fund.*
- GENERAL MEETING 2008** Doug Goodwin and Janice Young reported on progress to date on planning for the General Meeting 2008. It is to be held May 22-25, 2008 at Capilano College, North Vancouver.
- They reported that the theme of the meeting will be “reconciliation.” It was noted that the Executive will have more time than usual on the agenda to help establish its accountability to the General Meeting. The Executive expressed their hopes for the meeting:
- that the composition of the people on the stage will be reflective of our diversity;
 - that there be time for relationship-building;
 - that there be programs for children and youth.
- ELECTION OF COMMISSIONERS PROCESS** Doug reminded the meeting of the history of developing a process for the election of commissioners to General Council meetings. He presented a proposal for an election process based upon the one used in 2006 but with the addition of an extra step. The Executive discussed the proposal.
- M/S/C (Taylor/Carr)*
that the process for the election of commissioners to the General Council meeting be as documented in the “Election Process” section of the document “The Election of General Council Commissioners” (Appendix X, page 2007-103).
- The Executive discussed the criteria to be used for producing the recommended slate of Commissioners. The UCW has requested the inclusion of the UCW President in this criteria and Youth Ministry have requested an increase to 20% representation. The question was also raised about including a visible ethnic minority minister serving the wider church and not just a representative of an ethnic minority congregation.
- It was agreed to change the wording to “at least one Commissioner be from a visible minority preferably from an ethnic minority congregation.”
- The Conference Executive agreed that the UCW President not be automatically included in the selection of commissioners by virtue of their office, and that the youth minimum complement stay at 10%.
- Doug will bring a revised set of criteria based upon the decisions above to the next meeting for adoption by the Executive. Executive members are to test these criteria within their presbyteries.
- FUTURE MEETINGS** *M/S/C (Goodwin/Burton)*
that the Fall 2008 meeting of the BC Conference Executive be November 6-8, 2008.
- M/S/C (Goodwin/Gaudin)*
that the 80th General Meeting of the BC Conference be May 21-24, 2009.
- OUTCOMES AND EVALUATION** The Executive reviewed its “Outcomes” established at the beginning of the meeting and reviewed the Conference Executive Governing Style Policy as two ways to evaluate the success of the meeting. The Executive agreed that the outcomes were addressed and accomplished.
- Members expressed their desire for more future conversation and suggestions on

how to be the governance “link” to the presbyteries and the rest of the church.

APPRECIATIONS The President offered appreciation on behalf of the Conference Executive to various groups and individuals for their work for this meeting.

EUCCHARISTIC WORSHIP The President led in closing eucharistic worship.

ADJOURNMENT The President adjourned the meeting at 3:30 p.m.

NEXT MEETINGS

March 13-15, 2008
November 6-8, 2008

GENERAL MEETINGS

79th General Meeting of BC Conference
May 22-25, 2008
Capilano College, North Vancouver
80th General Meeting of BC Conference
May 21-24, 2009



BC Conference Executive

Rev. Janice Young, President

Rev. G. Douglas Goodwin, Executive Secretary