
MINUTES OF
THE EXECUTIVE OF BC CONFERENCE
The United Church of Canada
March 13-15, 2008
Mountain View Room, Burnaby, BC

- PRESENT** Jacob Black-Lock, Heather Burton, Cari Copeman-Haynes, Fred Duck, Carole Finch, Albert Fowler, Maki Fushii, Gary Gaudin, Doug Goodwin (Executive Secretary), Barbara Gregg, Alie Jonker, Dal McCrindle, Teri Meyer, Emma Prestwich, Hilde Seal, Valerie Taylor, Jim White, Janice Young (President), Donna Ziegler
- REGRETS** Jim Angus, Dianne Astle, Marion Carr
- STAFF PRESENT** Christine Ackermann (Recording Secretary), Treena Duncan
- GUESTS** Derek Evans (Policy Development); 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. She noted three new members were present: Jacob Black-Lock, Teri Meyer, and Emma Prestwich.
- WORSHIP** The President led in worship. In worship the President invited the members to reflect on their relationship to the residential school issue.
- ADJOURN** The meeting adjourned for the night at 9:25pm.
- FRIDAY, MARCH 14, 2008**
- WORSHIP** Barb Gregg led the meeting in worship.
- AGENDA** The printed agenda ([Appendix I, page 08-XX](#)) was reviewed. Since several agenda items were not accomplished the evening before as anticipated, they were rescheduled into the Friday agenda.
- M/S/C (Goodwin/Copeman-Haynes)*
that the agenda as amended be adopted.
- CORRESPONDING PRIVILEGES** *M/S/C (Goodwin/Burton)*
that corresponding privileges be extended to Christine Ackermann, Treena Duncan, Derek Evans, and Brian Thorpe.
- ENDS POLICY DEVELOPMENT** Derek Evans presented the "Ends Policies" report ([Appendix II, Page 08-XX](#)) and led a discussion on the development of Ends Policy development.
- In small groups and together, the Executive affirmed the Ends Statement adopted in November 2006 and considered the Goals presented in the Ends Policies report.
- M/S/C (Gaudin/Fushii)*
that the Ends Policy (with Goals for 2008-2011) ([Appendix III, page 08-XX](#)) be adopted.

ENDS STATEMENT

BC Conference Executive supports and oversees Presbyteries, Congregations and Conference ministries within the bounds of BC Conference with available resources.

GOALS

It does so by undertaking to achieve the following goals (2008-2011):

1. GOVERNANCE
 - a) Strengthen the identity and cohesiveness of the United Church in BC, and the level of confidence and competence in and of its leadership.
 - b) Provide sustainable structural and program support to Presbyteries.
 - c) Establish a strategic policy and planning function or capacity.
2. OPERATIONS
 - a) Achieve and maintain financial stability and sustainability.
 - b) Allocate financial resources to support priority ministry and organizational needs.
 - c) Provide institutional oversight to ensure church structures are legal and functional.
3. MINISTRY
 - a) Provide effective oversight of the standards and placement of new ministry personnel.
 - b) Provide a full range of human resource management support and services for ministry personnel and institutions in BC Conference.
 - c) Provide professional development programs to enhance priority skills and abilities for effective ministry.

Doug spoke about the next steps for the Executive in Ends Policy development. Doug committed to bring a three year work plan including budgeting, staffing, and consultation processes to the next Conference Executive meeting for consideration by the Executive.

The status of the Objectives in the report was discussed. It was noted that these would likely change before a final draft was adopted but the present ones could help guide the Conference's work in the interim.

M/S/C (Seal/Burton)

that the draft Objectives (including input from this morning's discussions) help guide the work of the Executive Secretary until the final adoption of Objectives.

Cari Copeman-Haynes led a prayer of thanks for this work of the Executive, and offered grace before the lunch meal.

LUNCH

The meeting adjourned for lunch.

GOVERNANCE REVIEW REPORT

Dal McCrindle and Brian Thorpe presented the Conference Governance Model Review report ([Appendix IV, page 08-XX](#)).

The report concluded, "While it is clear from the survey and from the consultation undertaken there are some in the Conference who are not comfortable with the current governance model of the Conference the Reviewer and the Review Committee did not find that the Conference or its Executive had been unfaithful or ineffective under the current governance model. While it is clear from the survey and the consultation that decisions and processes undertaken by the Conference and its

Executive, particularly in the area of the Camp Futures Project, have created controversy it is our conviction that an alternate governance model would not have altered the need to make difficult decisions related to church camps and would not have lessened the ensuing controversy.”

M/S/C (McCrinkle/Gregg)

that the Conference Executive receive the Governance Model Review Report.

The Executive discussed the report. The discussion focused on the need for a clear, proactive, and transparent communications strategy with the Presbyteries, and in particular the use of the Conference website as a communications tool. Dal McCrinkle confirmed the report was circulated to the Presbytery Chairs & Secretaries through the Conference office email.

M/S/C (Prestwich/McCrinkle)

that the Conference Executive be intentional with regard to encouraging communication from the Presbyteries and the Councils (Native Ministries, Finance, Ministry Personnel, Ethnic, Youth and Young Adults) regarding their vision for the Conference and their particular needs.

M/S/C (McCrinkle/Burton)

that the language used in the current governance model be examined with a view to making greater connections with the language and ethos of the church.

M/S/C (Taylor/Fushii)

that the Conference Executive be encouraged to explore ways in which the members of the Executive named by the Presbyteries might be enabled to communicate both the process and the decisions undertaken by the Conference Executive to the Presbyteries and the congregations (in addition to the ongoing role of the Executive Secretary in this regard), and that the minutes of the Conference Executive (in addition to the summary) be posted on the Conference web site and sent to Presbytery Secretaries.

M/S/C (Burton/Finch)

that a statement be drafted which clarifies the role of the Executive Secretary to the Conference Executive and the Conference staff in the current polity of the General Council of the United Church, and the way in which this role relates to the governance model of the Conference.

The Executive Secretary will draft this statement.

M/S/C (Jonker/Seal)

that the report and the recommendations be presented to the General Meeting of BC Conference in May 2008.

Doug suggested this report could be part of the Conference Executive accountability report at the General Meeting.

M/S/C (Gregg/Fowler)

that the governance review committee be discharged with appreciation to Dal McCrinkle, Marion Best, Sandy Ferguson, and Brian Thorpe.

The Executive agreed that the completed surveys should be shredded.

Hilde offered a prayer of thanks for the work of the Review Committee.

- MINUTES** *M/S/C (Goodwin/Taylor)*
that the minutes of the November 1-3, 2007 BC Conference Executive meeting be accepted.
- CORRESPONDENCE REPORT** Doug Goodwin presented a Correspondence Report (*Appendix V, page 08-XX*) 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.
- OUTCOMES** Janice Young led the Executive in identifying intended Outcomes for the Executive meeting:
1. Adopt Goals for Ends.
 2. To rigorously monitor the Executive Secretary.
 3. To evaluate our hospitality and orientation of Executive members and especially new members.
 4. To have the acceptance of the Governance Review Report.
 5. Do all the regular business.
 6. Do due diligence to Camp Futures and rejoice that it takes less agenda time.
 7. Have ongoing learning around Policy Governance.
 8. Consider how we connect with Presbyteries and other ministries.
 9. A sense that the Spirit has been present and a part of our deliberations and decision-making.
 10. That every person has been heard.
 11. Knowing my role in educating my Presbytery around Goals/Ends.
 12. Name the values of The United Church of Canada.
 13. Have some fun.
 14. At least one person who has never juggled before will learn to juggle.
- EXECUTIVE SECRETARY MONITORING** The Executive Secretary 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 a printed report, “Executive Secretary Monitoring” (*Appendix VI, page 08-XX*). The report highlighted activities and decisions of the Executive Secretary in response to commitments made at previous Executive meetings, and also reported against all Ends policies and scheduled Executive Limitation policies: Financial Condition and Emergency Succession.
- BC Fires Fund** Barrier United Church has sent in a request for a grant and the Fires Fund Committee is considering whether this is an appropriate use of the Fund. If so, the Fund will remain active. If not, original donors to the Fund will be contacted to determine whether they wish their donation to be returned or put to a related use.
- Officers Liability Insurance** Doug reported that Executive members are covered for liability or injury while undertaking any Executive work. Travel to and from the meeting site is not covered.
- Camp Future Decisions** Doug reported on a number of future decisions that may be brought to the Executive.
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| All property sales: | Special meetings in 2008/2009 |
| All property purchases and transfers: | Special meetings in 2008/2009 |
| Establishment of the Camping Governing Board (adoption of Terms of Reference): | November 2008 |

Establishment of the Mission Endowment Fund(adoption of Terms of Reference): November 2008

Anything requiring Executive decision for legal reasons: unknown

Any actions that are incongruent with the major Camp Future reports to date: unknown

President's Role Doug reported that work on further clarifying the President's role, particularly in relation to the public, has not been completed. He committed to having it done by the next meeting of the Executive.

President-Elect Role Minor changes to this policy are being brought later to this meeting.

Election of Commissioners A report on the Election of Commissioners is being brought later to this meeting.

License to Administer the Sacraments Doug reported that on November 29, 2007 Ruth McArthur (Omineca Pastoral Charge) was granted a License to Administer the Sacraments for the duration of her appointment to the Omineca Pastoral Charge.

Interim Minister Doug reported that on February 22, 2008 the Rev. Scott Swanson was designated as Interim Minister upon the successful completion of Interim Minister Training.

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

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

- Several congregations have benefited from Conference support through Conference staff, financial grants, and legal advice;
- Direct financial support to Presbyteries has significantly increased in 2008;
- Conference uses email distribution lists and the website as tools to share information;
- Not all the paperwork for the transfer of St. Paul's United Church to Korean United Church had been filed. This is in the process of being rectified;
- Conversations with Comox-Nanaimo Presbytery continue regarding the sale of Moorecroft camp, while the nature of the "trust" associated with the properties is being investigated;
- Conversations with Kootenay Presbytery continue over the possibility of establishing a fourth Conference camp in that Presbytery;
- The incorporation of the United Church Health Services is almost complete;
- Contractors have been hired to oversee property management and clear communication with Renfrew United Church and Queen's Avenue United Church;
- An assessment of the state of the "real properties" (properties belonging to the General Council) within BC Conference has been completed; follow-up work is being planned with the General Council office;
- Three legal processes are ongoing in which BC Conference is involved: one formal hearing on a sexual abuse charge, and two appeals of Presbytery decisions;
- The hiring of a property development manager to focus on the Camp Future properties and other church properties is still in process.

Effective Leadership:

- Much of Conference work with personnel is taken care of by the Conference Personnel Minister and the Ministry Personnel Council;
- A Leadership Certificate Program focusing on development for Ministry Personnel is being developed for possible implementation in the fall.

Faithful Public Witness:

- No replacement has been found for the coordinator of the Conference social justice work so more efforts have been spent encouraging networks within congregations to continue faithful public witness as an integral part of congregational life.
- Communication about events and issues in this area are distributed through e-mail distribution lists.

Financial Condition Doug noted that the sentence “we have had an operating surplus since 2002” should be struck from his report. He noted that he does not have confidence that his past reporting on obtaining a surplus each year is accurate. He will review past reports and present an accounting at the next meeting of the Executive. The financial condition of the Conference has performed better than the budget consistently over the past years but technically not all years have seen greater income than expenditures. New accounting principles will also make comparisons with previous years difficult.

Emergency Succession Doug reported compliance to the Emergency Succession policy, including the new condition that at least two persons are identified “who are able to exercise Executive Secretary responsibilities.”

Staffing Doug updated the meeting on staff changes, including recent hirings and the retirement of Kim MacMillan in June 2008.

Formal Hearing Doug reported that the Formal Hearing being undertaken on behalf of Vancouver South Presbytery has not yet taken place. The hearing will be a highly legal matter; arranging mutually convenient times with the lawyers involved has proved to be difficult. It is anticipated that the hearing will take place in the Fall.

Property Developer Doug Goodwin reported that the selection of a Property Developer has not yet been completed. He noted that he has received conflicting advice regarding the prudence of hiring a company rather than an individual as Developer. While hiring a company brings many benefits to the work, it also raises some questions of conflict of interest. At present he is working to ensure risks are minimized should a company be hired.

Acceptance of Report *M/S/C (Ziegler/Jonker)*
that we accept the Monitoring Reports of the Executive Secretary.

AUDITED FINANCIAL STATEMENTS 2007 Doug Goodwin reported that the audited financial statements 2007 are not ready at the present time for examination by the Conference Executive. Changes in auditing rules regarding the reporting of investments have necessitated significant reworking of our reporting. Better reporting of our capital assets has also been undertaken.

M/S/C (Copeman-Haynes/Finch)
that the Executive Audit Committee review the draft audited statements when received in order to accept them on behalf of the Executive, or to do otherwise as they deem appropriate.

APPOINTMENT OF Barb Gregg reported that the Finance Council is undertaking a review of the auditor and will post the job in 2008. This is a regular review in order to ensure we are

- AUDITOR 2009** receiving good value; it has not been triggered by any lack of confidence in the present auditor. An auditor will be recommended to the Executive at its November 2008 meeting.
- MEMBERS OF GENERAL MEETING 2008** Doug Goodwin reminded the meeting that the Executive has the right to name additional members to the General Meeting of BC Conference (*The Manual 410 f*).
- M/S/C (Goodwin/Burton)*
that BC Conference Executive include in the membership of the BC Conference 2008 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/Gaudin)*
that BC Conference Executive include in the membership of the BC Conference 2008 General Meeting chairs of the BC Conference Councils in accordance with Section 410 (f) of *The Manual*.
- M/S/C (Goodwin/McCrindle)*
that BC Conference Executive include in the membership of the BC Conference 2008 General Meeting the President of the Women of the United Church (BC) in accordance with Section 410 (f) of *The Manual*.
- M/S/C (Goodwin/Ziegler)*
that BC Conference Executive include in the membership of the BC Conference 2008 General Meeting the Parliamentarian, Jon Jessiman, in accordance with Section 410 (f) of *The Manual*.
- GENERAL COUNCIL EXECUTIVE REPORT** Heather Burton gave an overview of her involvement with the General Council Executive.
- Highlights include:
- The “United for Justice” group addressed the GC Executive in November regarding the priority setting that had taken place at the previous June meeting.
 - The “Meaning of Ministry” task group is being chaired by Heather Burton. The purpose of the task group is for church-wide discernment on the meaning of ministry in the present context. Information from this group will be distributed to all church members the week after Easter and October 15th.
 - The Nominations Committee meets twice per year; the next meeting is just before the May General Meeting. There are many opportunities to serve on task groups and committees of various kinds and descriptions, and these are posted on the National website.
 - Priorities for the work of the GC Executive were adopted that include becoming an intercultural church, a focus on healing relations, and being stretched beyond the familiar.
 - General Council staff person Janet McDonald is overseeing the planning for the General Council 2009 meeting in Kamloops. The arrangements for this meeting are beginning to take shape. There is a need for volunteer stewards – people who are good on their feet. Reta Robertson is working with this group; advertising for volunteers will be distributed soon.
 - Doug reported that a report was considered by the GC Executive about Conference funding which attempts to rationalize the basis for each Conference receiving a certain amount of funding. This report was accepted for testing. The report called for some of the money to be given based on staff levels, and for the

Conference Executive Secretaries and one other person to get together once every three years to decide how the rest of the funds would be distributed. Doug anticipates that BC Conference funding from the General Council office will decrease as a result of this work. He is basing financial planning for the coming years on this assumption.

DINNER

The meeting adjourned for dinner.

POLICY REVIEW

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.

General Constraint: No changes were made to this policy. It was suggested that this policy be shared with the wider constituency.

Personnel: No changes were made to this policy.

Emergency Succession: No changes were made to the policy.

Doug was asked to check whether or not he is required by WCB to have regular health and safety meetings with staff.

**MINUTES OF
GENERAL
MEETING 2006**

The letter from the Kamloops-Okanagan Presbytery Executive (see Correspondence Report) was considered. Although addressed to the Executive Secretary, it was presented to the Executive since it deals with Executive business. The letter raised concerns from the Presbytery Executive that the minutes of the BC Conference General Meeting 2006 do not accurately reflect the conversation and commitments made during the debate on the Camp Future Project at that meeting.

After hearing from the Presbytery members present and reviewing Doug Goodwin's written response to the letter, it was generally felt that Doug's response to the letter was fair and thorough.

Fred Duck clarified that the intention of the letter was not a vote of non-confidence in Doug as Executive Secretary, or calling into question Doug's honesty.

M/S/C (Gaudin/Black-Lock)

that the Conference Executive receive the letter from Kamloops-Okanagan for information.

The Executive considered having an audio/video recording made at each future General Meeting to ensure quality control.

M/S/C (Taylor/Fowler)

that the proceedings of the General Meeting of the Conference be digitally recorded, audio only.

Donna Ziegler expressed thanks to Doug for his work regarding the hiring of the Conference Minister – Prince Rupert Presbytery.

**LISTENING TO
THE OWNERSHIP**

Hilde Seal led the Executive through a process of discerning what "ownership" conversations should be held over the next two years.

The following groups of "owners" were identified as groups that could be heard by the Executive:

- Rural communities where members are affected by loss of jobs (mills closing, pine beetle disaster, etc.);

- Young adults;
- Groups affected by the recent Ends policy work to ensure their values are reflected in the work.

It was suggested that Executive members initiate conversations with the constituency about the current work on Ends policies as part of listening to the ownership. It would be best if these conversations were informal and intimate in nature. The conversations could begin in May continuing through to November, in anticipation of reporting back to the Executive meeting at that time.

ADJOURN The meeting adjourned for the night.

Members stayed to enjoy fellowship and refreshment with one another.

SATURDAY, MARCH 15, 2008

WORSHIP Heather Burton led in worship. Maki Fushii offered prayers of thanks and concern.

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. He reminded the meeting that the "Election Process" was adopted at the November 2007 but minor alterations to the criteria were suggested, to be finalized at this meeting after consultation by the Executive members in their Presbyteries.

A concern was raised about alternate delegates from Presbyteries. If the elected delegate is not able to go, it was suggested there should be an alternate delegate voted to take their place so that each Presbytery has a representative at the meeting. In theory, this could mean electing a second slate of delegates.

It was suggested that each Executive member discuss this concern with their Presbytery members and give feedback to Doug by September so that Doug may bring a plan for the system of voting alternates to the Executive meeting.

Cari reminded the meeting that there are remits coming which may change the method by which delegates are selected.

Doug reminded the meeting that a piece of correspondence was received from the President of the BC United Church Women, Cathie Yingling, suggesting that the UCW President be another automatic delegate to the General Council meeting. The meeting agreed that this letter should be received for information, but affirmed the last meeting's decision not to include the President of the UCW as an automatic delegate to the General Council.

POLICY DEVELOPMENT Cari led the meeting in a review of her work on the Code of Conduct policies as promised from last meeting.

Cari suggested that the Executive leave the "Conference Executive Diversity and One Voice" policy without change.

Cari suggested that the "Conference Executive Members' Code of Conduct" have an additional step added: #4 "Members will resolve interpersonal conflict in a manner that is respectful, collegial, and Biblical (the *Creative Conflict Practices* document offers best practices.)"

In addition to this change, she suggested that the "Conference Executive Creative Conflict" should become a "practices and procedures" rather than a "governance

process" type of policy.

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

that the Conference Executive Creative Conflict policy become a practices and procedures.

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

that the phrase "Members will resolve interpersonal conflict in a manner that is respectful, collegial, and Biblical (the Creative Conflict Practices document offers best practices)" be added to the Conference Executive Members' Code of Conduct policy as section #4.

As requested at the November 2007 meeting of the Executive, Doug Goodwin presented a recommendation for an addition to the President-Elect Role Policy that reflected the desire of the Executive to have the President-Elect provide specific leadership on the Executive.

M/S/C (Goodwin/Burton)

that the phrase "planning and leading the "Listening to the Owners" segment of meetings" be added to the opening statement, and that the phrase "will assume responsibility for "Listening to the Owners" planning and leadership for each regular meeting of the Conference Executive;" be added as section 2 to the Conference Executive President-Elect Role Policy.

**GENERAL
MEETING 2008**

Scott Swanson, Chair of the Agenda and Planning Committee for the General Meeting 2008 was not able to be present at the meeting, so Janice Young and Doug Goodwin reported on the progress of planning for the BC Conference General Meeting 2008. The General Meeting is to be held May 22-25, 2008 at Capilano College, North Vancouver.

The members discussed the role of the Executive as "hosts" of the General Meeting. It was decided that the Executive members would undertake a greeting and welcome role as the "Friends of Conference" and focus on intentional listening to the ownership. This role should be announced to the delegates so they are aware of the function of the Executive members at the meeting. The Executive members will be noticeable by the wearing of special bandanas or scarves.

Doug reminded the meeting that the Executive needs to be accountable to the meeting as the Executive. In the past this has been done through the presentation of a printed summary report only. At this meeting in May, there are two hours of time on the Friday agenda set aside for the Executive to be accountable to the meeting.

**FUTURE
MEETINGS**

M/S/C (Goodwin/Jonker)

that the Spring 2009 meeting of the BC Conference Executive be March 12-14, 2009.

**LISTENING TO
THE OWNERSHIP
(CONTINUED)**

Doug committed to communicating/distributing to the Presbyteries the work being done in the Executive on Ends policies and will ask for feedback to be given to their Presbytery Executive member.

The Executive recapped ways of listening to the ownership about the results of the Governance Review Report and how to communicate the work being done on Ends policies to the Presbyteries.

**OUTCOMES AND
EVALUATION**

The Executive reviewed its "Outcomes" established at the beginning of the meeting in order to evaluate the success of the meeting. The Executive agreed that the

outcomes were addressed and accomplished sufficiently.

Doug Goodwin was asked to provide the following to the Executive:

- a helpful way to organize the Executive binder filing system;
- a list of Carver resources;
- Derek Evans' presentation in a printed form.

Doug was asked to take the values from the brainstorm session at the November 2007 meeting and relate them to the governance policy model. It is possible this could be part of the governance education at next meeting.

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

ADJOURNMENT *M/C (McCrindle)*
that the meeting be adjourned after worship.

EUCHARISTIC WORSHIP The President led in closing eucharistic worship.

The President adjourned the meeting at 12:00 p.m.

November 6-8, 2008

March 12-14, 2009

NEXT MEETINGS

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