
**MINUTES OF
THE EXECUTIVE OF BC CONFERENCE
The United Church of Canada
March 13-15, 2014
Mountain View Room, Burnaby, BC**

PRESENT	Alyssa Anderson, Jacob Black-Lock, Graham Brownmiller, Jenny Carter (President), Michael Caveney, Alvin Dixon, Ian Fraser, Doug Goodwin (Executive Secretary), Murray Gordon, Robyn Green, Jake Highfield, Ray Jones, Shelagh MacKinnon, Karen Medland (President-Elect), Nancy O’Higgins, Jay Olson, Mark Paetkau, Jeff Seaton, Phil Spencer, Cheryl Swedburg, Jim White It was noted that Shelagh MacKinnon had replaced Linda Gunn of Vancouver-Burrard Presbytery since Linda could not attend this meeting.
REGRETS	Linda Gunn, Jake Highfield, Everest Kao
STAFF PRESENT	Katie Purych (Recording Secretary)
GUESTS	Treena Duncan, Keith Howard, Jocelyn Wagner
AUTHORITY	In the name of Jesus Christ, and by the authority of the 2012 General Meeting of BC Conference, the President, the Rev. Jenny Carter, declared the regular meeting of the Conference Executive duly opened for the purpose of conducting the business properly before it. A quorum was present.
WELCOME	The President welcomed the Executive members to the meeting, particularly new member Jacob Black-Lock who was recently elected by Westminster Presbytery. The President then led in prayer.
AGENDA	<i>M/S/C (Doug Goodwin/Nancy O’Higgins) that the agenda as presented be adopted (Appendix I, page 2014-__).</i>
MINUTES	<i>M/S/C (Doug Goodwin/ Graham Brownmiller) that the minutes of the November 7-9, 2013 BC Conference Executive meeting be adopted.</i>
CORRESPONDENCE REPORT	<i>M/S/C (Doug Goodwin/Jay Olson) that the Correspondence Report (Appendix II, page 2014-__) be received and its recommendations adopted.</i>
GOVERNANCE TRAINING	Doug Goodwin reviewed the purpose and function of Ends policies in a Policy Governance system.
LISTENING	The President invited members to report what they are hearing and seeing in their Presbyteries and locations. A general theme heard was the sense of anxiety in Presbyteries. Much of that anxiety is related to the new Effective Ministries and Education and Students work. The anxiety is related primarily to the unknown aspects of the new work and not to their general vision and approach. There is also anxiety due to the proposals from the Comprehensive Review Task Group in “Fishing From the Other Side.”

ADJOURNMENT The meeting adjourned for the night at 9:00 pm.

FRIDAY, MARCH 14, 2014

WORSHIP Alyssa Anderson led worship.

CORRESPONDING PRIVILEGES *M/S/C (Phil Spencer/Karen Medland) that corresponding privileges be extended to Treena Duncan, Keith Howard and Jocelyn Wagner.*

Doug Goodwin introduced Jocelyn Wagner to the members of the Executive. Jocelyn is a contractor who will be helping staff on all communication needs and plans. She will also work with the Executive on Listening to the Ownership.

ENDS POLICY DEVELOPMENT The President noted that the Executive had earlier identified two pieces of work that need completion before the Ends policies could be considered complete: lay leadership and finalizing a statement that reflected public witness.

Lay Leadership A policy section dealing with lay leadership prepared by Alyssa Anderson was presented. Discussion followed and alterations were made to ensure congregational leadership would receive training in congregational life matters.

M/S/C (Jay Olson /Michael Caveney) that the following replace the Ends policy statement C.2:

2. Lay leaders are:

a. Supported

- i) Persons are identified and encouraged to provide leadership in areas of church life related to their spiritual gifts and skills.*
- ii) Lay leaders have quick access to appropriate Conference staff for consultation and advice on matters related to their work.*

b. Connected

- i) Lay leaders have access to networks that connect them with others that share similar work, interests and gifts in church leadership.*

c. Equipped

- i) Lay leaders have the training that provides the knowledge and skills that allow them to carry out their work effectively.*
 - Congregational leaders will have training that provides a basic understanding of areas of church leadership, governance, church management, worship leadership, preaching, sacraments, and pastoral care.*

Public Witness Doug Goodwin noted that the Ends policy section D.2 adopted at an earlier meeting might be stronger and clearer if a sub-section directly mentioned issues that the church has identified as important. After conversation a motion was made.

M/S/C (Jay Olson/Robyn Green) that the following be added to the Ends policies as D.2 i:

“priority attention will be on issues that have been identified as such by the Conference Executive and/or the General Council.”

Manual References Doug noted that since the adoption of our Ends policies the *Manual* has changed significantly and now uses a new numbering system. All references to *Manual* sections in our policies should be updated.

M/S/C(Doug Goodwin/Jay Olson)

that all Manual references in the Conference Executive Policies be updated to the new reference numbers.

Review of Ends Policies

The Executive reviewed the completed Ends statements.

The President noted that after a great deal of work the Executive now has a completed Ends Policy. It was further noted that creating the Ends statements meant the Executive now have an effective tool to shape the work of the Conference and to test with the constituency. Underlying the Ends policy is a deliberate shift from viewing the Conference as a regulatory body to being a service provider.

In its review, the Executive noted that sections A.2, A.4 and C.1.a.iv should be reviewed for possible future revision or clarification in light of recent pastoral relations changes.

It was also decided to review at a future meeting the former Ends policies (Mission, Vision, Practices) to determine what to do with them now that new Ends policies have been adopted.

Jacob Black-Lock reminded the Executive that the adoption of Ends policies does not mean the end of all work on Ends. They need constant review and conversation to ensure they adequately and clearly respond to the needs of the Conference. In particular he drew attention to the possible need to say something about how the Conference communicates with the rest of the world (what “public witness” looks like when seen as a communication mandate).

M/S/C (Doug Goodwin/Nancy O’Higgins)

that the Ends policy immediately follow the Mission Statement in the Conference Executive Policies.

COMPREHENSIVE REVIEW

Graham Brownmiller gave a brief description of the General Council’s Comprehensive Review Task Group work to date and its future plans. The Executive watched an introductory video from the Moderator. Graham then led a general discussion based on the documents produced by the Review Task Group, “Comprehensive Review Consultation Report” and “Fishing from the Other Side.” The discussion continued later in the evening.

LUNCH

The meeting adjourned for lunch.

THEOLOGICAL REFLECTION

Phil Spencer led the meeting in theological reflection. He noted that the concept of “subsidiarity”, used extensively in Roman Catholic social teaching, might be a helpful principle to reflect on when considering major church governance change. The principle states that the decision-making power of an organization should remain as close to possible to the lowest, smallest practical level.

EXECUTIVE SECRETARY MONITORING – EXECUTIVE LIMITATIONS

The Executive Secretary Monitoring Report: Executive Limitations (Appendix III, page 2014-__) was presented and discussed.

Doug reminded the Executive that it requested him not to go through his report point by point but only to respond to questions members may have. Items in the printed report that should also go into the Minutes of the meeting will be put into the Minutes even though they might not have been verbally spoken at the meeting.

- Discontinued Service List** Doug reported that after receiving his written request and receiving the concurrence of Comox-Nanaimo Presbytery, Jeffrey Neil Lemke was placed on the Discontinued Service List – Voluntary (*Manual* 1.3.3.4) on January 9, 2014.
- Administer the Sacraments** Doug reported that he had granted a license to administer the sacraments (*Manual* 1.2.4.1) on November 29, 2013 to Ian D. McLean to be exercised within St. Andrew's United Church, Enderby, BC for the duration of his appointment.
- Interim Minister Redesignation** Doug reported that Eric Stephanson had been redesignated as an Interim Minister on November 20, 2013.
- Financial Condition** Doug reported compliance in all areas of the Financial Condition Limitation Policy. He noted that the budgeted staff salaries in 2014 are anticipated to support Conference work in the following manner:
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| Executive Office | 14% |
| Finance | 13% |
| Personnel Support, Presbytery and Native Ministry Program – Youth/Young Adults, Camping Archives | 44% |
| Leadership and other | 15% |
| | 14% |
- Emergency Succession** Doug reported compliance in all areas of the Emergency Succession Limitation Policy. He noted that two staff people, Treena Duncan and Keith Howard, are able to exercise the role of Acting Executive Secretary in an emergency situation.
- Staffing** Doug reported that there are currently twenty-one staff members in BC Conference, as well as five significant contractors. Recently Samantha Knopp had been hired as the new, permanent Receptionist.
- A question was raised about the length of time Conference jobs are posted. Doug replied that they are being posted in accordance with General Council standards and in consultation with General Council staff. Times vary depending on the type of job being considered. In general, posting periods are shorter than they have in the past.
- Lay Leadership for Native Ministries** Jim White raised a concern about the funds which had been contributed by the General Council for leadership training within Native Ministries that had been returned to the General Council. This conversation is continuing with Conference and with the General Council.
- M/S/C (Shelagh MacKinnon/Robyn Green)*
that the "Executive Secretary Monitoring Report: Executive Limitations" be accepted.

EXECUTIVE SECRETARY MONITORING – ENDS

The Executive Secretary Monitoring Report: Ends (Appendix IV, page 2014-__) was presented and discussed. This was the first Ends report to be written with direct responses to the new Ends policies. Again, the report was not discussed section by section; instead, Doug Goodwin responded to questions and concerns raised.

Doug stated that perhaps the most significant achievement of the new Ends policies is in turning the work of Conference away from a primarily administrative and regulatory function to being a service provider.

- Allocation Rate** Doug reported that adherence to the 3% allocation rate has been difficult primarily due to rising costs for the General Meeting. The Executive reaffirmed its commitment to maintain the total allocation rate to Presbyteries at 3%.

Effective Leadership As part of the Monitoring Report Treena Duncan spoke about the work of Effective Leadership and responded to questions. She explained that this project is to facilitate the shift of the majority of the pastoral relations work from Presbyteries to the Conference. Thomas Dennett has been helping with writing policies, identifying issues and training those now administering the new policies.

Now in place is a new Joint Needs and Search process. New processes for oversight and discipline will be developed and put into place this summer. Treena clarified that there will be increased attention given to preparing new processes related to Ministry Personnel reviews.

Jay Olson expressed thanks for the work of Thomas Dennett, Marc Coulombe and the other Conference Ministers who are at the forefront of this new work. The President thanked Treena for her work and for her presence at the meeting.

LeaderShift Keith Howard spoke on the work of Leadership Development which he and Treena Duncan are leading. Keith explained that this initiative is now well underway. The group of volunteers that make up the Strategic Oversight and Advisory Roundtable (SOAR) spent time forming clarity around new ideas and researching this work. This initiative is now being called LeaderShift. The goal is to transform the leadership attitudes and structure within the United Church in BC to become more adaptive rather than technically oriented.

Keith provided a list of workshops and courses that are presently being planned or held. He also expressed interest in hearing from people what kinds of services within the mandate of LeaderShift would be most helpful.

PRT Doug reported on the work of the Property Resource Team. He noted that a great deal of work has been happening to put together a “portfolio” of six congregations that a development company will look at as a whole. There are also numerous other projects the Team has been working on, including providing assistance to the Naramata Centre management.

M/S/C (Jay Olson/Ian Fraser)

that the “Executive Secretary Monitoring Report: Ends” be accepted.

LISTENING TO THE OWNERSHIP Doug Goodwin introduced Jocelyn Wagner who is under contract with the Conference in 2014 to assist in its communication work. As part of that work Jocelyn will work with the Executive on Listening to the Ownership.

Jocelyn suggested that a helpful way for the Executive to see its communication role is within a communication cycle that begins with a clear purpose for communicating a message, clarity about the recipients of the message, and an active way of hearing back after the message is sent. “Hearing back” is related to the Executive’s role in “Listening to the Ownership.” Jocelyn suggested this could be done in a proactive manner rather than a reactive one.

Conversation followed about how best to communicate the new Ends policies to the rest of the Conference. It was decided to follow up with an integrated print resource along with time spent at the General Meeting in May.

GENERAL MEETING UPDATE Graham Brownmiller reported on the work being done to prepare for the General Meeting being held May 22-25, 2014 at the Vancouver Island Conference Centre in Nanaimo, BC. The theme is “Conference Connexion.” Instead of having a theme speaker time will be spent having conversations and hearing people’s stories. Some

of the formal reports will be replaced by 7/21 presentations. Also known as Pecha Kucha, presenters have seven minutes and use twenty-one power point slides for their presentation. There will also be Forum time, which will be time for participants to have discussions with different presenters about their reports.

Plans were made for the Conference Executive report to the General Meeting. A number of items were named that could be part of the Executive report: work with the Truth and Reconciliation Commission gathering, the ProVision Funds, Naramata Center, the Jardine Bequest, the identity of the Conference Executive members, LeaderShift, the Ends Policy, Conference Camping update, the Property Resource Team, work with Native Ministries, and Conference finances.

It was decided that a print resource could be made which would outline the work of the Conference. It would also provide the basis for the Executive report to the meeting.

Other ideas for the meeting included having Executive members wear something identifiable so people could approach them as Executive members; the production of short video introductions of members; a commissioning of the Executive by the court before the end of the meeting.

Graham noted that the Agenda Committee of the General Council 2015 requested Conferences to elect Commissioners to the General Council in 2014 rather than in 2015. Discussion followed. It was decided that the Conference would follow its usual practice of electing Commissioners in the year of the General Council meeting.

DINNER

The meeting adjourned for dinner.

GENERAL COUNCIL

Graham Brownmiller reported briefly on the work of the General Council Executive since the last meeting of the Conference Executive. The GCE meets again May 3-4, 2014.

The GC Executive has restructured some of its committees and management structure.

It also decided to adopt a new method of selecting Youth Forum Commissioners who will now be elected by a national youth gathering and have the opportunity to spend significant time together traveling across the country before the actual General Council meeting.

COMPREHENSIVE REVIEW (CONTINUED)

Discussion continued on the Comprehensive Review Task Group report "Fishing From the Other Side."

The questions asked in the report were responded to by the Executive. Graham Brownmiller will transmit the results with comments to the Review Task Group. It was also decided that a more general response to the report would be helpful.

ADJOURN

The meeting adjourned at 8:00 p.m.

SATURDAY, MARCH 15, 2014

PRAYER

The meeting reconvened with a light breakfast, followed by prayer.

COMPREHENSIVE REVIEW (CONTINUED)

Doug Goodwin presented a draft response to the Comprehensive Review Task Group based on Conference Executive discussions the previous day. The Executive reviewed the statement. The statement received general approval although there was some

concern that it not be presented or viewed as a statement on behalf of the whole Conference but as a catalyst to encourage the other courts of the church to offer their own responses.

M/S/C (Michael Caveney/Robyn Green)

that the BC Conference Executive adopt the document as an initial response to the Comprehensive Review and send it to the Comprehensive Review Task Group.

**THEOLOGICAL
REFLECTION**

Phil Spencer read Jesus' words from John 15 about the necessity of pruning the vine in order for it to bear good fruit. He noted that pruning is often a painful process that requires drastic action but that from the remaining branches a stronger, more beautiful, plant emerges.

**AUDIT
STATEMENTS**

Doug Goodwin reported that the audit of the 2013 financial statements is to begin March 24, 2014. As in past years, the auditor's report will be examined by members of the Finance Council and by the Executive Secretary. The report will then be submitted to the Conference Executive Financial Audit Committee.

M/S/C (Graham Brownmiller/Karen Medland)

that the Executive Financial Audit Committee (Mark Paetkau, Jenny Carter, Ian Fraser) be authorized to review the final audited statements when received in order to accept them on behalf of the Executive or to do otherwise as they deem appropriate.

POLICY REVIEW

The Executive reviewed the General Constraint, Personnel, and Emergency Succession policies. No suggestions for changes were made.

**TRANSFER OF
UCHS PROPERTIES**

Doug Goodwin informed the Executive that the United Church Health Services work in Bella Coola and Bella Bella is now being taken over by the Vancouver Coastal Health Authority. The hospital properties need to be transferred from the General Council, where title is presently held, to the Vancouver Coastal Health Authority.

The Conference plays an official role in the transfer of property by formally informing the General Council of its opinion regarding the transfer. The hospital properties in Bella Coola are held in fee simple by the church but the property in Bella Bella is on reserve lands.

After discussion there was agreement that approval of the transfers be given provided that the Heiltsuk Tribal Council agrees with the Bella Bella transfer. It was noted that the transfer agreement states that should the day come when the properties were not longer serving a health-related purpose, they would be transferred to the band.

M/S/C (Doug Goodwin/Cheryl Swedburg)

that pending confirmation of concurrence from the Heiltsuk Tribal Council, British Columbia Conference give its consent to The United Church of Canada to transfer the following lands and premises located in British Columbia to the Vancouver Coastal Health Authority:

PID 006-150-039 Lot B (DD 100505-I), Block 4, District Lot 2, Range 3, Coast District, Plan 3417

PID 006-148-964 Lot 2, Block 2, District Lot 2, Range 3, Coast District, Plan 3417

PID 006-149-481 Lot 1, Block 2, District Lot 2, Range 3, Coast District, Plan 3417

PID 006-148-774 Lot 14, Block 2, District Lot 2, Range 3, Coast District, Plan 3417

PID 017-962-021 Lot A, District Lot 2, Range 3, Coast District, Plan VIP55198

The President and Executive Secretary will be attending ceremonies in Bella Bella and in Bella Coola recognizing the history of providing health care on the coast and the transfer of this work from the church to the provincial health authority.

**MARCH 2015
MEETING**

It was decided that the Conference Executive would meet on March 12-14, 2015 at the Mountain View Room of The Fair Haven.

APPRECIATIONS

The President offered appreciation to members of the Executive who had taken a leadership role at the meeting. She made special mention of Jim White, Alvin Dixon and Ray Jones whom she recognized also did a lot of work for the General Council, sharing the voices of their communities as well as that of the Conference.

ADJOURNMENT

*M/S/C (Robyn Green)
that the meeting adjourn.*

**PDC GENERAL
MEETING**

Following adjournment the Executive met as the Property Development Council Annual General Meeting.

WORSHIP

At the conclusion of the PDC Annual Meeting the President, Jenny Carter, and the President-Elect, Karen Medland, led in Eucharistic worship.

NEXT MEETINGS

May 22-25, 2014 (General Meeting – Nanaimo)
November 6-8, 2014 (Executive – Burnaby)
March 12-14, 2015 (Executive – Burnaby)



BC Conference Executive

Rev. Jenny Carter, President

Rev. G. Douglas Goodwin, Executive Secretary