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**MINUTES OF  
THE EXECUTIVE OF BC CONFERENCE  
The United Church of Canada  
November 3-4, 2016  
The Mountain View Room, Burnaby, BC**

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<b>PRESENT</b>	Richard Bott, Graham Brownmiller, Cari Copeman-Haynes (President-Elect), Bob Fillier, Doug Goodwin (Executive Secretary), Judith Hardcastle, Stephen Hershey, Wayne Hughes, Everest Kao, Jean Macdonald, Carol Martin, Nancy O’Higgins, Jeff Seaton, Keith Simmonds (President), Ruth Stebbing, Cheryl Swedburg, Jim White.
<b>REGRETS</b>	Ken Fanning, Ray Jones, Tayana Simpson
<b>STAFF PRESENT</b>	Katie Purych (Recording Secretary)
<b>GUEST</b>	Dan Hotchkiss
<b>AUTHORITY</b>	In the name of Jesus Christ, and by the authority of the 2015 General Meeting of BC Conference, the President, Keith Simmonds, declared the regular meeting of the BC Conference Executive duly opened for the purpose of conducting the business properly before it. A quorum was present.
<b>WELCOME AND GROUP BUILDING</b>	Members of the Executive introduced themselves and checked in. Cari Copeman-Haynes led worship based on Luke 21:5-19.
<b>ORIENTATION</b>	The Executive Secretary led the Executive through a Power Point orientation to BC Conference, the work of the Conference staff and committees, and the Conference Executive’s role.
<b>AGENDA</b>	The President introduced the proposed agenda. <i>M/S/C (Nancy O’Higgins/Bob Fillier) that the agenda as presented be adopted (Appendix I, page ____).</i>
<b>MINUTES</b>	<i>M/S/C (Doug Goodwin/Judith Hardcastle) that the minutes of the May 26-28, 2016 BC Conference Executive meeting be adopted.</i>
<b>CORRESPONDENCE REPORT</b>	<i>M/S/C (Doug Goodwin/Cari Copeman-Haynes) that the Correspondence Report (Appendix II, page ____ ) be received and its recommendations adopted.</i>  It was decided that the President and Cari Copeman-Haynes would consult to determine when and how best to bring before the Executive the request that Children and Youth be included in the Ends policies.
<b>PRESIDENT REPORT</b>	The President presented a printed report ( <i>Appendix III, page ____</i> ) of the work he has done on behalf of Conference since the last meeting.  He noted that he has been busy working with Dan Hotchkiss preparing for the External Organizational Review. He also noted some of the concerns many have regarding the Remits that are presently being discussed and voted upon.

**GENERAL MEETINGS**

At its last meeting, Executive members were asked to test with people in their constituencies the idea of holding General Meetings less frequently and, instead, holding other events such as a Festival of Faith.

It was reported that there was significant interest in holding Festival of Faith style events. However, there was mixed opinion whether it would be helpful to hold fewer General Meetings, particularly at this time of other significant change in the church. The value of “connection” was affirmed, whether it is in General Meetings or other large gatherings.

**EXECUTIVE SECRETARY MONITORING: ENDS**

The Executive Secretary Monitoring Report: Ends (*Appendix IV, page \_\_\_\_\_*) was presented and discussed. The Minutes record only discussion initiated from questions or comments by members or items important to be in the Minutes.

**Presbyteries** Doug Goodwin noted that if the Remit on Four to Three Courts is affirmed it will be important to review this Ends policy to ensure it is relevant to the new legal structures that emerge.

In response to a question, Doug reported that there has been no formal evaluation or measurement of how effectively the Conference is meeting this Ends policy. Reporting is based more upon informal reports from Conference staff and Presbytery officers. Regular communication is maintained with the Presbyteries although usually on a project by project basis, not as part of a regular review.

**Non-Congregational Ministries**

Doug reported that with the transfer of Wrinch Memorial Hospital to the Northern Health authority there is now only one hospital left in Canada being administered by The United Church of Canada. He noted that the United Church Health Services Society remains in existence at least until it is determined how its assets will be used or distributed. The Society will propose a use of the assets, likely in a manner reflecting the present constitutional purposes of the Society. This proposal will need the approval of BC Conference.

Due to recent changes in the BC Society Act, all societies have two years to reflect the changes in their constitutions and by-laws. The main concern for BC Conference societies is to find a way to ensure property reverts to The United Church of Canada upon the dissolution of the society.

**Church Leadership**

Treena Duncan continues to prove staff leadership for the LeaderShift program. Additional support will be hired in the new year.

Monies from the sale of Capilano United Church are being used to fund the new Contemplative Justice work. Christina Kinch has been hired to lead this work.

Doug noted that the Conference continues to ask for an allocation of 3% of “Line 40” of the annual statistical report from the presbyteries within BC Conference. This allocation includes the amounts collected for Campus Ministry and General Meetings. This percentage has not increased for about a decade. Doug suggested that the Executive review the 3% allocation amount at its next meeting.

**Appeal Committee**

An Appeal Committee was established to respond to an appeal of the decision of Vancouver-Burrard Presbytery to allow Gibsons United Church to sell its congregational property. After examining the Appellant Statement and the Presbytery Response, the Committee found that it would not need a hearing. Instead,

it ordered the Presbytery to rehear the congregation's request for the sale, following more stringent rules of process.

**Presbytery Consultation** Doug reported that a second Presbytery Gathering is being planned for January 2017, following up on the last gathering in February 2016. The purpose of this gathering is to continue planning for the shifting of responsibilities between the presbyteries and Conference in a manner congruent with the remit on Four to Three Courts.

**Affordable Housing** Progress in developing an affordable housing ministry continues with a recent agreement with BC Housing which is providing the Conference a \$3.5 million loan to continue its planning work, payable upon the success of the project.

It was noted that the size of this project, along with the other projects presently underway by the Property Development Team, has made it difficult to respond favourably to other requests for assistance. It was also noted that property development is most advantageous in urban areas; its benefits are difficult to spread throughout the Conference. It is anticipated that the "portfolio approach" to development (developing several properties in different areas at the same time) will help in areas where solo development projects cannot viably take place.

**PROK** BC Conference has entered into a relationship with Gyeonggi South Presbytery of the Presbyterian Church in the Republic of Korea (PROK). Eight representatives from BC Conference travelled to Korea in October, and were shown amazing hospitality while learning about the Korean church and social issues.

In the spring of 2017, representatives from Gyeonggi South Presbytery will visit BC. Following that visit, discussion will focus on what kind of future relationship between BC Conference and Gyeonggi South Presbytery might be beneficial.

**The Centre at Naramata** The Board of the Centre at Naramata submitted a report about their successful summer season. They received enough income to cover expenses, and are optimistic about the future. Early in the new year the Centre will provide a detailed business plan for Conference review. The Conference has informed the Centre that it will not call in its loan until at least the end of 2017.

*M/S/C (Doug Goodwin/Bob Fillier)*

*that at a future meeting of the Executive consideration be given to possibly altering the taxation level of presbytery allocations.*

*M/S/C (Ruth Stebbing/Nancy O'Higgins)*

*that the "Executive Secretary Monitoring Report: Ends" be accepted.*

**ADJOURNMENT** The meeting adjourned for the night.

#### **FRIDAY, NOVEMBER 4, 2016**

**WORSHIP** The meeting began with morning worship based on Luke 17: 20.

**GENERAL COUNCIL** Graham Brownmiller and Jean Macdonald gave a report on the work of the General Council Executive.

They reported that the first on-line meeting of the General Council Executive was held, proving to be very effective at reducing the costs of meeting and reducing the meeting time.

At an upcoming General Council Executive meeting, revisions will be proposed for the Sexual Abuse and Prevention policy with the goal of making this work more easily understandable and accessible.

General Council 43 will be held in Oshawa in 2018. Two meetings will be held simultaneously. One will be a regular business meeting and the other a festival of faith open to many more participants.

Jean spoke about the committee she sits on which is educating the church on The United Nations Declaration on the Rights of Indigenous People and working to ensure its commitments are honoured in the United Church.

Graham mentioned that there are presently 51 people from BC Conference serving in 70 appointments on General Council committees and as Commissioners. It was suggested that this information might be posted on the Conference web site.

An open discussion was held on the remit process. It was noted that most presbyteries have at least introduced the remits and have voted on some. Congregational boards have been slow to vote on the remits. While the Conference is not taking a proactive role in driving the remit process, Conference ministers do provide encouragement and information for both presbyteries and congregations.

Appreciation was expressed for the work of Graham and Jean with the General Council Executive.

#### **MONITORING: EXECUTIVE LIMITATIONS**

The Executive Secretary Monitoring Report: Executive Limitations (*Appendix V, page \_\_\_\_\_*) was presented by Doug Goodwin and discussed. The Minutes record only discussion initiated from questions or comments by members or items important to be in the Minutes.

**Discontinued Service List** Discontinued Service List – Voluntary (*Manual 1.3.3.4*): After receiving the written request of Laura E. L. Lockhart to be placed on the Discontinued Service List (Voluntary) and after the review of the Oversight and Discipline Commission of BC Conference, Laura E. L. Lockhart was placed on the Discontinued Service List (Voluntary) on September 8, 2016.

**Administer the Sacraments** On May 31, 2016, a Licence to Administer the Sacraments was granted to Lawrence Sankey, Candidate Supply appointed to Lax Kw'alaams Pastoral Charge, for the duration of his appointment.

On June 6, 2016, a Licence to Administer the Sacraments was granted to Shelley Worthington, Sacraments Elder, within Smithers United Church, Smithers, for one year or until a member of the Order of Ministry or a Designated Lay Minister is appointed or settled in the Charge.

On July 14, 2016, a Licence to Administer the Sacraments was granted to Lynn Leblanc, Sacraments Elder, within St. Andrew's United Church, Quesnel, BC, for one year or until a member of the Order of Ministry or a Designated Lay Minister is appointed or settled in the Charge.

On September 6, 2016, a Licence to Administer the Sacraments was granted to Ian McLean, Candidate Supply, within Peachland United Church, Peachland, BC, for the duration of his appointment.

On September 16, 2016, a Licence to Administer the Sacraments was granted to Trevor Malkinson, Candidate Supply, within Rosedale United Church, Rosedale, BC, for the duration of his appointment.

**Rainbow Refugee** Doug reported that BC Conference’s relationship with Rainbow Refugee will be ending later this year when the General Council takes on the responsibility of providing oversight and accounting for this group.

**Performance Reviews** Doug reported that he is behind on doing regular performance reviews for the Conference staff. The Executive reiterated that it would like to have performance reviews done following the General Council Human Resources policy standard of once a year. The Executive asked Doug to present a plan at the March 2017 meeting outlining how reviews might be accomplished annually.

*M/S/C (Bob Fillier/Jeff Seaton)  
that the “Executive Secretary Monitoring Report: Executive Limitations” be accepted.*

**ETHICAL INVESTMENTS**

The President reintroduced the matter of ethical investment postponed definitely from the May 2016 meeting of the Conference Executive. He noted that since the May meeting he had done some research to discover what kinds of funds and practices are available to help divest from fossil fuels.

Extensive discussion followed on the four options presented at the May meeting for dealing with fossil fuel stocks in our investment portfolio (Accountability Ends 16-05).

Concern was also expressed that deadlines for implementation should be made.

*M/S/C (Richard Bott/Judith Hardcastle) that we adopt option 2 (Highest Impact Fossil Fuels) to be implemented by December 31, 2017.*

*M/S/C (Bob Fillier/Jean Macdonald)  
that Conference Executive request the Executive Secretary to develop a plan for the complete divestment from fossil fuels.*

**LUNCH**

The meeting adjourned for lunch.

**BUDGET 2017**

Doug Goodwin presented the “Budget 2017” report (*Appendix VI, page \_\_\_\_\_*).

Doug reported that the proposed Budget for 2017 does not contravene any of the limitations of the Budget Executive Limitation policy.

The Budget 2017 report measured the proposed budget against the Conference Executive Ends policies. It also presented a consolidated accounting of all of the Conference’s expenditures, including grants and camping ministry work, instead of just the operating budget expenditures as in past years.

*M/S/C (Cari Copeman-Haynes/Judith Hardcastle)  
that the Budgeting Policy monitoring report be accepted.*

*M/S/C (Wayne Hughes/Jeff Seaton)  
that the budget for 2017 as provided in the Budget 2017 report be adopted.*

Doug reminded the Executive that much of the work of preparing the budget is done by David Nanton, the Chief Financial Officer, and other Conference staff who are responsible for different program areas. The President offered thanks to all those responsible for the financial planning and management of the Conference.

<b>APPOINTMENT OF AUDIT COMMITTEE</b>	<i>M/S/C (Bob Fillier/Nancy O'Higgins) that Ken Fanning, Keith Simmonds and Ruth Stebbing be appointed as the audit committee for the 2016 financial statements.</i>
<b>PROPERTY SALES PRINCIPLES</b>	It was noted that more consultation within the Conference should happen in order to determine principles for the use of property sale assets. Doug Goodwin suggested that future Presbytery Consultations might be a good venue for these kinds of conversations.
<b>OVERSIGHT AND DISCIPLINE COMMISSION</b>	<p>Jeff Seaton noted that Doug Goodwin reported on the establishment of the Oversight and Discipline Commission at the November 2014 BC Conference Executive meeting. He expressed concern that, although the Commission was established two years ago, the Executive did not actually make a motion and take a vote to that effect. In order to avoid any potential dispute in the future, he recommended that the Executive now make such a motion. He noted that the Commission has not taken any decisions to date in relation to its power as a Commission.</p> <p><i>M/S/C (Jeff Seaton/Cheryl Swedburg) that the Oversight and Discipline Commission (ODC) be established and recognized as a commission of BC Conference as of November 6, 2014 empowered to deal with all formal personnel and pastoral relations oversight and discipline matters where BC Conference or, formerly, the Presbytery, is the court of accountability.</i></p>
<b>POLICY REVIEW</b>	<p>The Executive met in small groups to review the scheduled Governance Process Policies. Numerous changes were suggested and accepted in principle. Doug Goodwin will prepare the changes formally for adoption at the next regular meeting of the Executive.</p> <p>In addition to the formal changes, it was also noted that:</p> <ul style="list-style-type: none"> <li>• all of the policies need to be updated with the new <i>Manual</i> references;</li> <li>• the Perpetual Calendar needs to be updated;</li> <li>• the Policy Review Schedule (Buff 11) should include Practices and Procedures “Property Sales and Use of Property Sale Assets” (Yellow 3) and “Property Development” (Yellow 5);</li> <li>• “Conference Executive Members’ Code of Conduct” does not contain a clause regarding the perception of bias. Bob Fillier offered to bring a motion regarding this to the next regular meeting of the Executive;</li> <li>• “Conference Executive President Elect Role” includes the task of being responsible for “Listening to the Owners” planning and leadership. Some felt that this task might better be done by others on the Executive. This question will be raised again at a future meeting; and</li> <li>• “Conference Executive Membership” (Yellow 6) should be reviewed after receiving the External Organizational Review report and hearing from Dan Hotchkiss.</li> </ul>
<b>NOVEMBER 2017 MEETING</b>	<i>M/S/C (Doug Goodwin/Graham Brownmiller) that the Executive meet November 2-4, 2017</i>
<b>NEXT MEETING PRIORITIES</b>	<p>The Executive discussed what it wanted to ensure is on the agenda for its March 2017 meeting:</p> <ul style="list-style-type: none"> <li>• a discussion on the request to include children and youth as part of the Ends policies;</li> <li>• hold a conversation around the 3% allocation on presbyteries;</li> </ul>

- receive a plan for the long-term divestment from fossil fuels;
- further discussion of the recommendations in the External Organizational Review report;
- receive monitoring on the long-term effects on assets due to high annual spending; and
- time with the Moderator.

*M/S/C (Cari Copeman-Haynes/ Ruth Stebbing)  
that we review the Ends policies at the March 2017 meeting.*

**REVIEW OF  
MEETING**

Cari Copeman-Haynes led a review of the meeting with a focus on the parts of the meeting most appreciated.

**WORSHIP**

Cari Copeman-Haynes and the President led in Eucharistic worship.

**DINNER**

The meeting adjourned for dinner.

**EXTERNAL  
ORGANIZATIONAL  
REVIEW**

Dan Hotchkiss was introduced as the reviewer for the regular External Organizational Review. Dan is recognized across North America as a leading thinker and writer on church governance.

Dan presented his report “External Review” (Appendix VII, pages \_\_\_\_). The report contained five recommendations for the Executive to consider.

1. That the Executive and Executive Secretary collaborate each year to identify a short list of open questions, and that the Executive host a year-long holy conversation about them.
2. That the Executive and Executive Secretary collaborate to create each year a Conference Vision of Ministry (VOM) consisting of a short list of one- to three-year goals.
3. That the Executive refocus its monitoring activity away from technical compliance toward missional (Ends) and strategic (VOM) success.
4. That the Executive meet more often, expect more of its members, and use committees more often, to prepare for deeper conversation.
5. That the Conference consider shifting to a smaller Executive, composed mostly of at-large members serving three-year terms. The President would also serve a three-year term, or perhaps spend a year as President-elect, and one as Past President.

Dan summarized the process he used to research the report, as well as his major findings. In general he found that the Conference is well-run and has made positive, major changes over the years. This provides a solid base and history for any future change.

He reported, though, that he felt the Executive itself could become a better governing body by hosting broad, deep conversations throughout the Conference and developing clearer, more moderate-term vision for the work of the Conference. He recommended that a smaller Executive with members chosen for their expertise and meeting more often would aid in this work.

Lengthy discussion followed on the report and recommendations. In general the Executive was warm toward the report and recommendations but felt much more discussion and future decision-making needed to happen. The President offered to convene an early meeting of the Executive for some high-level decision-making.

Appreciation was expressed to Dan Hotchkiss for an engaging and helpful report and discussion. It was noted that he would be conducting a public workshop the next day to which the Executive was expected to attend.

*M/S/C (Cari Copeman-Haynes/Ruth Stebbing)  
that the External Review report be gratefully received and its recommendations considered at a future meeting of the Executive.*

**ADJOURNMENT**      *M/C (Cari Copeman-Haynes)  
that the meeting adjourn.*

**NEXT MEETINGS**      March 9-11, 2017              Executive - with the Moderator  
                                 May 25-28, 2017              General Meeting (UBC)  
                                 November 2-4, 2017          Executive



## BC Conference Executive

\_\_\_\_\_  
Keith Simmonds, President

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Rev. G. Douglas Goodwin, Executive Secretary