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**MINUTES OF  
THE EXECUTIVE OF BC CONFERENCE**  
The United Church of Canada  
November 17-19, 2005  
Mountain View Room, Burnaby, BC

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<b>PRESENT</b>	Darryl Auten (President), Marion Carr, Jenny Carter, Cari Copeman-Haynes, Doug Goodwin (Executive Secretary), Barbara Gregg, Louise Mangan, Dal McCrindle, Bruce Sanguin, Larry Scott, Jo Shearer, Charlotte Sullivan, Michael Yoon, Donna Ziegler
<b>REGRETS</b>	Jim Angus, Nathan Gurry, Verna Howard, Ali Jonker, Camille Nicolette, Michelle Slater, Phillip Spencer
<b>STAFF PRESENT</b>	Nan Koldewijn (recording secretary)
<b>GUEST</b>	Doug Woollard
<b>AUTHORITY</b>	In the name of Jesus Christ, and by the authority of the 2005 General Meeting of BC Conference, the President, the Rev. Darryl Auten, declared the regular meeting of the Conference Executive duly opened for the purpose of conducting the business properly before it. A quorum was present.
<b>WELCOME</b>	The President welcomed the Executive to the meeting and had those present introduce themselves.
<b>WORSHIP</b>	The President led in worship with a reading from Isaiah 11.
<b>COMMUNITY BUILDING</b>	The President led the Executive in a community building exercise.
<b>AGENDA</b>	<i>M/S/C (Goodwin/Copeman-Haynes)</i> <i>THAT the agenda as presented be adopted.</i>
<b>CORRESPONDING PRIVILEGES</b>	<i>M/S/C (Goodwin/Mangan)</i> <i>THAT corresponding privileges be extended to Nan Koldewijn and Doug Woollard.</i>
<b>TRAINING IN GOVERNANCE</b>	Doug Goodwin distributed <i>The Policy Governance Approach and the BC Conference Executive</i> and the <i>Governance Process Policy: Conference Executive Governing Style</i> . He reviewed both documents as a way of better understanding the Policy Governance system of governance and the commitments the Executive has made to achieve better governance.
<b>ADJOURN</b>	The President led the Executive in prayer. The meeting adjourned at 9:00 pm.

**FRIDAY, NOVEMBER 18, 2005**

<b>WORSHIP</b>	Jenny Carter opened the meeting with worship. The reading was Matthew 25:31-46.
<b>OUTCOMES</b>	The Executive articulated its desired outcomes for the rest of the meeting: <ul style="list-style-type: none"> <li>• To better understand Ends policies, with the chance to make a significant advance in writing new Ends policies</li> </ul>

- Clarity about how the Conference General Meeting will elect Commissioners to the General Council 2006 meeting
- Listening to the ownership – to identify whom we need to listen to next and to establish the next listening process
- To receive an update on plans for the Conference General Meeting 2006
- That new members to the Executive feel “on-board”
- We offer a warm welcome to the newcomers to Conference who are joining us for lunch
- We hear an assessment of the Conference General Meeting 2005
- To gain clarity about the expectation of the Conference Executive for ethnic ministries and their role on the Executive

**MINUTES**

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

*THAT BC Conference Executive accept the minutes of March 10-12, 2005.*

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

*THAT BC Conference Executive accept the minutes of May 12, 2005.*

**CORRESPONDENCE REPORT**

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

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

*THAT the Correspondence Report be received and its recommendations adopted.*

**EXECUTIVE SECRETARY MONITORING**

The Executive Secretary, Doug Goodwin, presented his monitoring report (Appendix II). The report highlighted activities and decisions of the Executive Secretary in response to direct commitments made at previous Executive meetings and reported against scheduled Executive policies: all Ends policies, General Constraint, Financial Condition, Financial Condition (External), Protection of Assets, and Personnel.

**Ends and Priorities**

The Executive Secretary noted numerous initiatives presently being undertaken that reflect the Conference Executive Mission Statement. He reported that the Priorities Policy has been a very positive development, allowing much more focused conversations. He reported that results from the implementation of the Priorities Policy will not be immediate or dramatic; major pieces of work and structures will not be immediately changed. Over a period of time Conference will gradually reshape its work and working structures to better reflect the Priority. The Executive engaged in dialogue with the Executive Secretary about his report.

**General Constraint**

The Executive Secretary reported compliance.

**Financial Condition**

The Executive Secretary reported compliance. He noted that Conference has been operating with a slight surplus over the past few years; plans are to continue to do so in order to build up the Conference’s asset base.

**Protection of Assets**

The Executive Secretary reported compliance. He noted that protecting the camp properties held by Conference has taken considerable work. He also reported that the Property Development Council has now received a charitable tax number; work to transfer properties appropriately will now be considered. He also noted that the Finance Council will suggest wording at the next Executive meeting regarding the loans policy of the Conference which would allow congregational loans that might not be considered “secure.”

**Personnel**

The Executive Secretary reported compliance. He noted that Conference staff are

now using a Supervision policy that outlines expectations and processes to be used in staff supervision. He also suggested that the word “unsafe” be added to the introductory statement of the Policy.

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

*That the Executive Secretary Limitations Policy: Personnel be amended to read “Dealings with staff and volunteers shall not be inhumane, unsafe, unfair or disrespectful.”*

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

*THAT the Executive Secretary Monitoring Report be accepted.*

**Consent Items:**

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

**License** *THAT Donald E. Holmes be granted a license to administer the sacraments for the duration of his appointment to First United Church, Kitimat.*

**Interim Ministers** *M/S/C (Goodwin/Mangan)*

*THAT Rev. Dale Perkins be designated as an Interim Minister and*

*THAT Rev. Randy Antle and the Rev. Gerhard Bihl be re-designated as an Interim Minister.*

**Naramata Centre** *M/S/C (Goodwin/Sanguin)*

*THAT the List of Directors 2005 for the Naramata Centre be included in the minutes of this meeting as an appendix (Appendix III).*

**DSL** *M/S/C (Goodwin/McCrimble)*

*THAT when the necessary conditions have been met, as determined by the Executive Secretary interpreting The Manual 32, Israel Prabhudass be readmitted to the Ministry of The United Church of Canada by having his name removed from the Discontinued Service List.*

**EXECUTIVE  
FINANCIAL AUDIT  
COMMITTEE**

Barbara Gregg reported that the final audited report and statements have been received and are not substantively different from the draft statements reviewed by the Executive in March.

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

*THAT the BC Conference Executive accept the final Audit Report and Statements.*

Barbara Gregg explained that our present auditors, Ellis Foster Chartered Accountants, have amalgamated with Ernst and Young. She also reported that the Finance Council was content to recommend these auditors as auditors for the 2005 financial statements. She noted that the Finance Council is planning to review the choice of auditor in 2006 to ensure we are receiving best value.

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

*THAT the BC Conference Executive appoint the firm of Ernst and Young Chartered Accountants as auditors of the BC Conference 2005 financial records.*

**LUNCH**

The Executive welcomed BC Conference staff and newcomers to BC Conference who are participating in an orientation to BC Conference. Staff and newcomers joined the Executive around the table and introductions were made. The President invited staff and newcomers to meet Executive members personally over lunch.

**BUDGET 2006**

Doug Goodwin presented the Budget 2006 monitoring report and 2006 budget recommendation (Appendix IV).

Doug noted that the \$1.4 million budget includes an \$84,000 operating deficit. This deficit can be covered by the Budget Stabilization Fund. He explained that budgets are based on a “worse case scenario” to ensure we have adequate funds to

cover the work expected; year-end results are regularly more positive than budgeted results. He also pointed out that salaries are increasing at 2% annually for cost of living plus other employment increments based upon length of service.

It was suggested that the Executive might benefit from an extended narrative budget presentation in the future.

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

*THAT the Budgeting Policy monitoring report be accepted.*

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

*THAT the budget for 2006 as outlined in the Budget 2006 report be adopted.*

**BUSINESS FROM  
GENERAL MEETING**

Doug Goodwin presented the report "Business From General Meeting" consisting of work referred to the Executive from the General Meeting 2005.

**Election of Commissioners to General Council**

The process for the election of Commissioners was discussed.

*M/S/C (McCrinkle/Carr)*

*THAT BC Conference Executive request the Executive Secretary to devise a process that would ensure:*

- *THAT each Presbytery would have at least one representative to General Council;*
- *THAT at least 10% of our commissioners would be Youth and Young Adults; and*
- *THAT at least one representative would be from Ethnic minority congregations and at least one representative would be from First Nations.*

The Executive also felt it would be important to have room for spiritual maturity and discernment to play a role in the selection process, if possible.

**Funding Youth to the General Meeting**

The Executive Secretary reported that Youth at Conference is a Conference program for youth; travel is not subsidized for this program. He recommended that this should not be considered a governance issue but a matter for the Executive Secretary.

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

*THAT Proposal 2005-06 be referred to the Executive Secretary.*

**EDUCATION FOR  
ENDS**

The Executive Secretary welcomed Doug Woollard to the meeting. Doug explained how "Ends" are used in a Policy Governance system. He then helped the Executive as they began the work of developing appropriate Ends statements for the work of Conference.

**GENERAL COUNCIL  
UPDATE**

Marian Carr reported on the recent meeting of the General Council Executive and highlighted some of the decisions. A summary of the meeting was distributed.

In particular, she noted that the General Council Executive expressed the wish to offer an apology to deaconess and female clergy who were "disjoined." The Executive members were asked to forward for names of these women within their constituencies to the Executive Secretary.

**GENERAL MEETING  
UPDATE**

Doug Goodwin reported on plans for the Conference General Meeting 2006 being held May 25-28, 2006 in the Archie Browning Sports Centre in Esquimalt, BC. He noted that an Agenda and Planning Committee has been established and has met twice with Karen Verveda as Chair. Darryl Auten reported on the first meeting of

the Theme and Worship Committee, noting that the theme will be “Roots and Shoots,” based upon Job 14:7.

Doug asked the Executive for their thoughts about Executive members being table group facilitators to enable intentional listening to the ownership. This suggestion will be raised again by e-mail.

Kim Uyede-Kai has been requested as the General Council visitor to our General Meeting. General Council staff will respond to our request soon.

#### **NEW MEMBERS**

Ali Jonker e-mailed some ideas for the regular welcoming and orientation of new Executive members but was unable to attend the meeting. Darryl Auten suggested that conversation about this matter be on the agenda of the next meeting.

#### **LISTENING TO THE OWNERSHIP**

The Executive members reviewed what they “heard” and “overheard” at the General Meeting regarding the possibilities and needs facing the United Church.

#### **OWNERSHIP LISTENING CYCLE**

The Executive discerned groups it needs to hear from over the next two years. Next meeting the Executive will focus on listening to the youth in Conference. Jenny Carter was asked to help organize the listening to ownership for the next meeting. Doug Goodwin reminded the Executive that they need to organize for future meetings as well. Better Ends statements might make discerning what ownership groups need to be listened to clearer.

#### **POLICY DEVELOPMENT**

##### **Personnel Policy**

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

*THAT the words “without limits” be added to the end of phrase #2 “Promise or imply permanent or guaranteed employment” so it would read “Promise or imply permanent or guaranteed employment without limit.”*

##### **Creative Conflict**

Ali Jonker and Louise Mangan worked together to finalize the Creative Conflict Policy. Louise presented the document; discussion ensued.

*MSC (Mangan/Ziegler)*

*THAT BC Conference Executive adopt the Governance Process Policy: Creative Conflict (Appendix V).*

#### **SATURDAY, NOVEMBER 19, 2005**

##### **WORSHIP**

The meeting opened with worship led by Larry Scott at 9:00 am.

##### **ENDS POLICY DEVELOPMENT**

Cari Copeman-Haynes led the Executive in developing Ends policies. The work in progress will be collected and distributed to the Executive for consideration. Cari will continue to lead the Ends discussion between meetings by e-mail.

##### **CONFERENCE EXECUTIVE MEMBERSHIP**

Doug Goodwin reminded the meeting that the issue of membership of the Conference Executive was raised at the November 2004 meeting. He also reported that on a recent visit to the Executive of the UCW (BC) the issue of UCW membership on the Executive was raised. It was also noted that attendance from Native Ministry and Youth members is sporadic and does not seem to be accomplishing the purpose of good representation.

The Executive Secretary was asked to present a report to the Executive about the issues/options/scenarios regarding Executive membership in order to invite more thought and discussion over the next few months. It was decided to make time on the March 2006 agenda to work on membership for the Executive.

<b>CONFERENCE PRESIDENTS' MEETING</b>	Janice Young reported on a recent meeting of Conference Presidents. Darryl Auten was unable to attend and invited Janice to attend. As the meeting progressed she realized BC Conference is very different from other Conferences. She felt there was a surprising anxiety in the meeting. Two issues excited Janice: the Emerging Spirit Campaign and First Nations issues. A practice that Peter Short introduced was to have someone from the group offer prayers of thanksgiving and concern for guests to the group before they left. Janice suggested this may be something the Executive might consider as we host guests.
<b>ELECTIONS AT GENERAL MEETING</b>	It was noted that there are three elections to take place at the Conference General Meeting. The Executive was invited to take some time to think about those in BC Conference who would make a good President, General Council Executive Ordered Ministry Representative, or Commissioner. The Executive members went into small groups to brainstorm. They were encouraged to personally approach people they felt could offer this type of leadership.
<b>GENERAL MEETING DATE</b>	<i>MS/C/ (Goodwin/Mangan)</i> <b>THAT</b> the 2008 General Meeting of BC Conference be May 22-25, 2008.
<b>EXECUTIVE MEETING DATE</b>	<i>MS/C/ (Goodwin/McCrindle)</i> <b>THAT</b> the fall meeting of BC Conference Executive be November 2-4, 2006.
<b>EVALUATION</b>	<p>The Executive reviewed its "Outcomes" established at the beginning of the meeting as a way to evaluate the success of the meeting.</p> <p>It was agreed that Michael Yoon, Doug Goodwin and Darryl Auten will talk about the role of an Ethnic Ministries representative on the Conference Executive.</p> <p>Darryl asked how the Executive felt about this meeting and what could be improved. Some suggestions were:</p> <ul style="list-style-type: none"> <li>• have more opportunities to get together personally; might be nice to have a social event after the meeting;</li> <li>• appreciated the times that Doug Goodwin took to provide education about governance; appreciated the extensive monitoring reports; ownership conversation was challenging with questions often unclear; appreciated returning to Ends discussion and making progress; recognized it was difficult to have an important budget discussion immediately after lunch;</li> <li>• in the year there is no General Meeting the Executive could meet outside the Lower Mainland and hold a residential meeting;</li> <li>• appreciated worship at the beginning of each session.</li> </ul>
<b>Campus Ministry</b>	Larry Scott asked about the present work with and funding of Campus Ministry. He indicated the possibility of a proposal coming to the Conference General Meeting 2006 from Victoria Presbytery regarding Campus Ministries. Doug Goodwin indicated that the Ministry Personnel Council has been talking about Campus Ministry and its appropriate support within the Conference system.
<b>APPRECIATIONS</b>	The President voiced his appreciation for the support and encouragement of all of the Executive. He expressed thanks to staff for their facilitation of the meeting, to Dal McCrindle for his music accompaniment to the worship, to each member who brought a report or told a story and gave us moments to chuckle and be thankful, and to Larry Scott and Jenny Carter for leading worship.
<b>WORSHIP</b>	The President closed the meeting by leading eucharistic worship.

**ADJOURNMENT**           The President adjourned the meeting at 12:10 pm.

**NEXT MEETINGS**       March 16-18, 2006  
November 2-4, 2006

**GENERAL MEETINGS**   May 25-28, 2006 Esquimalt, BC  
May 22-25, 2008



## BC Conference Executive

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Rev. Darryl Auten, President

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Rev. G. Doug Goodwin, Executive Secretary

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