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**MINUTES OF**  
**THE EXECUTIVE OF BC CONFERENCE**  
**The United Church of Canada**  
**March 18-20, 2010**  
**Mountain View Room, Burnaby, BC**

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<b>PRESENT</b>	Jacob Black-Lock, Debra Bowman, Heather Burton, Dan Chambers (President), Cari Copeman-Haynes, Fred Duck, Carole Finch, Albert Fowler, Doug Goodwin (Executive Secretary), Linda Gunn, Wally Hargrave, Dal McCrindle, Jean McCutcheon, Teri Meyer, Mark Paetkau, Brian Tsai, John van Omme, Jim White
<b>REGRETS</b>	Jim Angus, Alvin Dixon, Robyn Green, Shelley Stickel-Miles
<b>GUESTS</b>	Brian Thorpe
<b>STAFF PRESENT</b>	Doug Goodwin, Ruth Stebbing (Recording Secretary)
<b>AUTHORITY</b>	In the name of Jesus Christ, and by the authority of the 2009 General Meeting of BC Conference, the President, the Rev. Dan Chambers, 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 members to the meeting.
<b>WORSHIP</b>	The President led in worship and community building.
<b>AGENDA</b>	<i>M/S/C (Goodwin/ Van Omme)</i> <i>that the agenda as presented be adopted.</i>
<b>CORRESPONDING PRIVILEGES</b>	<i>M/S/C (Goodwin/ Hargrave)</i> <i>that corresponding privileges be extended to Brian Thorpe.</i>
<b>MINUTES</b>	<i>M/S/C (Goodwin/ Finch)</i> <i>that the minutes of the November 5-7, 2009 BC Conference Executive meeting be accepted.</i>
<b>CORRESPONDENCE REPORT</b>	Doug Goodwin presented a Correspondence Report (Appendix I, page ___) that was based upon the Correspondence Procedure adopted by the Executive. He noted that a column entitled "Action Taken" has been added to provide information on how the Executive Secretary has dealt with the matter raised by the correspondence.  <i>M/S/C (Goodwin/ Burton)</i> <i>that the Correspondence Report be received and its recommendations adopted.</i>
<b>OUTCOMES</b>	Dan Chambers led the Executive in identifying intended outcomes for the meeting: <ul style="list-style-type: none"> <li>• Bid adieu to those leaving the Executive</li> <li>• Actions to have a person and a time attached to them</li> <li>• Decide what to recommend to Conference re: Executive Membership</li> <li>• We develop a positive vision for the future of the church</li> <li>• Contribute to the clarity of what we are prepared to let go of</li> <li>• We hear some good news</li> </ul>

- We can move forward by staying on track
- Challenge the usual practices (e.g. DLM) especially in relation to Native Ministries
- Discuss the possibility of meeting with the Native Ministry Council
- We hear about the Truth and Reconciliation work being done
- Hear “on the ground” reality stories of what is happening in the Church & beyond
- Address the challenge of wealth – how to share resources

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

## FRIDAY, MARCH 19, 2010

**WORSHIP** Fred Duck led the meeting in worship.

**GOVERNANCE TRAINING** Doug Goodwin led the court in looking at the differences between “governing” boards and “management” boards. He noted that United Church polity was designed using a “management board” model and is ill-suited to a large organization with numerous staff. He emphasized the special nature of “governance”, that it is not the same as management “at the top” but has its own tasks, outcomes and practices.

**EXECUTIVE SECRETARY MONITORING** Doug Goodwin presented his printed report, “Executive Secretary Monitoring” (Appendix II, page \_\_\_\_). The report is based on the policy “Conference Executive – Staff Relationship: Monitoring Executive Secretary Performance.” The report highlighted activities of the Executive Secretary in response to commitments made at previous Executive meetings, reported against the Ends and Goals, and also reported against the Mission Statement phrases and scheduled Executive Limitation policies: Financial Condition, Financial Condition - External, and Emergency Succession.

**Previous Commitments** Doug Goodwin reported on the commitments he had made at the November 2009 meeting. He noted that: an explanatory column had been added to the Correspondence Report; a Formal Hearing amendment was sent to the Conference Executive in November 2009; a “Projected” column will be considered when presenting Budget 2011 figures to the Executive; and the Property Development Council met December 4, 2009 to consider and accept a sales agreement for the East Burnaby United Church property.

**DSL (Voluntary)** Doug Goodwin reported that on January 8, 2010 he placed David Morton on the Discontinued Service List (Voluntary) at his own request and with the approval of Kootenay Presbytery.

**Administer the Sacraments** Doug reported that:

- on December 16, 2009, he extended the License to Administer the Sacraments to Donna Ziegler, originally granted on December 18, 2006, to allow her to administer the sacraments within the bounds of Prince Rupert Presbytery; and
- on January 7, 2010 he granted a License to Administer the Sacraments to Sunni Shular (Anspayaxw Pastoral Charge, Prince Rupert Presbytery).

**Ends and Goals** Doug reported against the Three Year Goals.

The first draft of a Communications Plan is being presented to the Executive at a later point in the meeting. No additional work has been done on the “General Meeting Vision” since the November 2009 meeting. It will come back to the Executive at the November 2010 meeting.

Staffing is now present in six Presbyteries while conversations continue with the Lower Mainland Presbyteries about how best to provide support for them. Presently each LM Presbytery receives a \$25,000 budgeted amount from the Conference.

Close attention to investment strategies, the development of a Ten Year Financial Vision, and the nearly-completed Five Year Financial Plan are all contributing to a much clearer understanding of Conference finances and financial future. While significant progress has been made, more work has to be done to meet the policy requirement of "sustainability."

The vision and composition of the "Mission Fund" is still being developed as two or three Presbyteries consider using it as a vehicle for financing their identified goals. Between this meeting and the November meeting it is anticipated that significant progress will be made toward clarifying how this fund might grow and be used.

Both the establishment of a camping ministry governance system and a mechanism to monitor Conference corporations is behind schedule. Major work on corporations will take place before the November meeting of the Executive. A camping ministry governance system is also being worked on and will take shape once the results of the Camp Future Project are clearer.

BC Conference has volunteered to be a test Conference for new candidacy procedures. The General Council Executive will consider this request sometime in the future. A Leadership Training Program is planned to begin in October 2010.

**Mission Statement** *Healthy Congregations and Ministries:* The Camp Future Project construction is proceeding on schedule at Camp Fircom and Camp Pringle. Comox-Nanaimo Presbytery has agreed to the sale of Moorecroft Camp. The East Burnaby United Church property has been sold. The new Conference web page and a new e-mail list system are now in place and being used.

*Effective Leadership:* The Leadership Training Program is in place to begin October 2010. We are awaiting word on whether the Conference can be used as a "test" Conference for new candidacy regulations and practices. A "Personnel Support Team" of staff is in place to deal with Conference personnel issues on a team basis. The Formal Hearing being undertaken by the Conference is expected to begin after Easter 2010.

*Faithful Public Witness:* In agreement with Vancouver-Burrard Presbytery \$2 million has been set aside for the use of the future capital development of First United Church. The Conference has hosted two ecumenical Truth and Reconciliation meetings. A Mobile Counselor position is being established to work with the survivors of Indian Residential Schools. Beth Dollaga is being financially supported to be an international observer during the Philippine national elections. A gathering of people interested in Faithful Public Witness work is meeting with the Executive Secretary next week to discuss ways this work might be supported in the Conference.

**APPOINTMENT OF BRIAN THORPE** Doug recommended that the Conference Executive appoint an Acting Executive Secretary who will serve during Doug's sabbatical. He reported that the Rev. Dr. Brian Thorpe is willing to serve in this capacity in a part time basis.

*M/S/C ( Duck / Fowler)*

*that the Rev. Dr. Brian Thorpe be appointed to serve as Acting Executive Secretary from April 1, 2010 to June 30, 2010.*

- LUNCH** The meeting adjourned for lunch with Conference office staff.
- LISTENING TO THE OWNERSHIP** Deb Bowman asked the meeting to share thoughts on the “yearnings” of their home presbyteries and the expectations their home presbyteries might have of the Conference.
- While many differing thoughts were shared, many of which were unique to their Presbyteries, some general themes emerged. In particular, Presbyteries are seeking release from organizational maintenance and “housekeeping”, particularly in the area of pastoral relations. They are seeking flexibility in what they do and how they do it. They also long for a Presbytery that will provide collegiality, support and fellowship.
- The church in general recognizes that it needs to have more young participants; it feels the pain of aging without youth following after. In some places the possibilities and troubles of property are significant. Most places are also seeking a vision of congregational life that is vital and sustainable.
- In general, Presbyteries hope that the Conference will be able to help with vision for the future and resources to get there.
- Members were also asked to briefly report on significant events, issues or trends related to their constituencies.
- PRIORITIES POLICY** The Priorities Policy was reviewed. Numerous views were expressed. It was noted that the adoption of the original Priorities Policy has greatly shaped the work of the Conference. Changing the Policy should be done with care since it will have a significant effect. There was some questioning of whether a Priorities Policy is needed at all or whether the Vision statements provide adequate direction. It was recognized that the present policy has been in place since November 2004 and it may be time to refocus the work of the Conference. It was noted that we are presently in the middle of a three year plan based on the Priorities Policy; a change in the policy might be implemented in a smoother manner at the end of 2011. It was agreed to continue the discussion on the Priorities Policy at the November 2010 meeting of the Executive. The President, President-Elect, and Executive Secretary will plan for a continuation of the discussion. One possibility to help discernment would be a broad discussion at the next meeting with a panel of non-Executive members invited to provide input.
- FINANCIAL STATEMENTS 2009** Doug Goodwin gave an overview of the present financial status of the Conference. He noted that the audit of the 2009 financial statements is presently underway. The auditor’s report will be examined by the Finance Council and Acting Executive Secretary, then submitted to the Conference Executive Financial Audit Committee. A recommendation from the Committee is expected to be made during the May 2010 Conference Executive telephone conference call meeting.
- M/S/C ( Copeman-Haynes/ White)  
that John Van Omme be a member of the Conference Executive Financial Audit Committee with the President and Chair of Finance Council.*
- CONFERENCE EXECUTIVE MEMBERSHIP** Doug Goodwin gave some historical perspective on how the discussion regarding the membership of Conference Executive evolved. It was noted that discussion at the General Meeting 2009 on membership was inconclusive and discussion in presbyteries sparse. In general there was a feeling of “if it ain’t broke, don’t fix it.”

It was decided not to continue asking for discussion on Conference Executive membership. More effort will be taken to ask Presbyteries to consider the need for people with specific skills when selecting Executive members from their Presbyteries.

### EXECUTIVE SECRETARY MONITORING (CONTINUED)

Discussion continued on the Executive Secretary Monitoring Report.

**Financial Condition** Doug reported compliance in all areas of the Financial Condition policy.

**Emergency Succession** Doug reported compliance in all areas of the Emergency Succession policy.

**Other: Staff** Doug reported that there are now 16 BC Conference staff with just under a 12 FTE. There are also several contractors doing specific work.

**Sabbatical** A sabbatical for Doug Goodwin has been approved from April 1 to June 30, 2010. Discussions have been held with Brian Thorpe to provide Acting Executive Secretary services on a part time basis.

**Office** This summer the Conference office shall be painted and new carpet installed. This is the first major upgrade since moving into the office in 1998.

**Acceptance of Report** *M/S/C ( Black-Lock / Burton)  
that the Executive Secretary Monitoring report be accepted.*

**DINNER** The meeting adjourned for dinner.

**CAMP FUTURE UPDATE** Doug Goodwin reported that the Camp Future Project is on track. He acknowledged the value of having Terry Harrison manage the project. He reported that construction work is underway at both Camp Fircom and Camp Pringle. The Pringle development is on budget. The Fircom development is over budget (\$500,000) due to the need for extensive remedial work, primarily removing contaminated soil, and significant infrastructure work to bring the camp up to standard. It is expected that construction will finish at Camp Pringle in October 2010 and at Camp Fircom in time for a summer program in 2011.

Comox-Nanaimo Presbytery has agreed to sell the Camp Moorecroft property. A sale is expected to take place in the Fall of 2010. Conversations continue with Camp Grafton and the camp property owner, First United Church of Kamloops, regarding the participation of that camp in the Camp Future Project. A professional business planner has been working closely with both Fircom and Pringle to prepare business plans for the continuing operations of those camps.

**GENERAL MEETING VISION** Doug Goodwin has not been able to meet with Cari Copeman-Haynes, Jacob Black-Lock and Heather Burton to discuss continuing work on the "General Meeting Vision" document . This will happen before the November meeting.

**COMMUNICATION PLAN** Doug Goodwin presented the "Communication Plan" (Appendix III, page \_\_\_\_). Doug noted that this is a work in progress. The first draft as presented tries to be comprehensive in nature, presenting an overview of present communication tools and practices. The next draft, intended for November 2010, will include a more strategic section, designed to clarify "messaging" and pointing to future directions for Conference communication.

*M/S/C ( McCrindle/ Fowler)  
that the document "Communications Plan" be received for information.*

**ORGANIZATIONAL AUDIT** Doug Goodwin reviewed the need for an Organizational Audit. An External Organizational Audit is one of the ways of regularly monitoring the work of the Executive Secretary, asking a third-party to examine and judge the work of the Conference against the Ends and Executive Limitation policies. It has been five years since this was last done.

*M/S/C ( Bowman/ Hargrave)*

*that Ian Fraser be contracted to conduct an external organizational audit with a report to the Executive for its November 2010 meeting.*

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

## **SATURDAY, MARCH 20, 2010**

**WORSHIP** Teri Meyer led the meeting in worship.

**POLICY REVIEW** Doug Goodwin led the Executive through a process of reviewing scheduled policies.

**Vision – Effective Leadership** Cari Copeman-Haynes reported that she had reviewed the “Vision – Effective Leadership” policy and the Priorities policy that also speaks about “effective leadership.” She suggested adding phrases from the Priorities policy to the description of “effective leadership” found in the Vision statement.

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

*that the Vision – Effective Leadership policy be amended to read:*

*The vision of BC Conference Executive regarding “Effective Leadership” is:*

*The church longs for leadership that passionately proclaims the gospel and so we seek*

- leadership that is rooted in the biblical narrative;*
- leadership that is being transformed / converted by the good news;*
- leadership that is in service to Jesus Christ;*
- leadership that dares to risk speaking the truth in love;*
- leadership whose way of life bears witness to their faith;*
- leadership with evident spiritual gifts (teaching/preaching/healing);*
- leadership that is called, set apart, and fittingly trained;*
- leadership with knowledge and understanding of United Church polity.*

*This kind of leadership*

- leads people into life within the biblical story;*
- leads the community more deeply into its covenanted relationship with God;*
- leads by building up the community, Body of Christ, Church, and the people of God;*
- leads in ways appropriate to the cultural context;*
- helps the community embrace change and discover and achieve goals;*
- is both challenged and supported within the structures of the Conference.*

**Priorities** It was noted that with the changes to the “Vision – Effective Leadership” policy there is no need to repeat the phrases regarding leadership in the Priorities policy.

*M/S/C (Goodwin/ Copeman-Haynes)  
that the Priorities Policy be amended to read:*

*To fulfill its mission, the present priorities of the BC Conference Executive are:*

- 1. "Effective Leadership" as defined in the "Vision – Effective Leadership" policy.*

*The following groups of people will receive priority attention:*

- a. Ministry Personnel;*
  - ministry personnel will be able to receive safe and expert Pastoral Care and/or Spiritual Guidance within church structures ;*
- b. youth;*
- c. major Conference, presbytery and congregational leaders;*
- d. First Nations;*
- e. Ethnic and Multicultural Ministries.*

- 2. Outdoor Ministry.*

<b>Policy Monitoring Schedule</b>	<i>M/S/C ( Goodwin / Burton) that the Bequests and Unsolicited Donations policy be monitored in Year C Fall.</i>
<b>Policy Review Schedule</b>	<i>M/S/C ( Burton / Black-Lock) that the Bequests and Unsolicited Donations policy be reviewed in Year B Spring.</i>
<b>Treatment of Beneficiaries</b>	It was decided that there is no need to amend the "Treatment of Beneficiaries" policy at this time.
<b>Emergency Succession</b>	It was decided that there is no need to amend the "Emergency Succession" policy at this time.
<b>Communication and Support to the Executive</b>	It was decided that there is no need to amend the "Communication and Support to the Executive" policy at this time.
<b>Vendor Relations</b>	It was decided that there is no need to amend the "Vendor Relations" policy at this time. It was noted, however, that clarification of the values related to this policy, such as the purchase of "green" materials, might be considered in the future.
<b>EXECUTIVE EDUCATION</b>	It was suggested that training at a future Executive meeting might focus on the difference between "monitoring" policies and "reviewing" policies. It was also suggested that more training could be done regarding the Executive's work of monitoring to ensure it is aware of both its power and its limitations.
<b>UPDATE ON PROPERTIES</b>	Doug Goodwin reported on the completion of the sale of the East Burnaby United Church property at the end of December 2009. The property was sold for \$1,850,000 to the Parish of St. Peter and St. Paul (Anglican). The Conference is financing \$250,000 of the sale, to be paid off in full at the end of June 2010. He also noted the completion of the sale of property at Bethany-Newton United Church just after Christmas 2009. The Conference does not hold any other congregational property which is anticipated to be sold. Over the coming year the titles for Longhouse Ministry and Eagle Ridge United Church are to be resolved.
<b>POLICY DISCUSSION: FUTURE SALE OF PROPERTIES</b>	Heather Burton presented a proposal for a policy on the disposition of assets from the future sale of congregational properties. Discussion followed with numerous opinions and insights offered. It was recognized that income from the sale of properties would be necessary to meet the Ten Year Financial Vision adopted at the last Executive meeting but that there was room in the development of the

Mission/Ministry Fund terms of reference for another look at how assets might be used. It was decided that further discussion should happen at the November meeting of the Executive when more clarity regarding the Mission/Ministry Fund, its assets and possibilities for its use, would be available.

**GC EXECUTIVE**

Heather Burton reported on current work being undertaken by the General Council Executive. She also led the Executive in an exercise to help imagine what kind of a church we desire for the future.

Doug Goodwin noted that the Conference does not presently have an Alternate General Council Executive Ordered Representative named, as required by *The Manual* 423 b.

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

*that Dan Chambers serve as the Alternate General Council Executive Ordered Representative until the rise of the 81<sup>st</sup> General Meeting of BC Conference.*

**CELEBRATION OF MINISTRY 2010**

Lori Megley-Best has agreed to coordinate the Celebration of Ministry service being held June 5, 2010 at Ryerson United Church, Vancouver. *(NOTE: Since the Executive meeting this has been changed to June 6, 2010 at Canadian Memorial United Church.)*

**GENERAL MEETING 2011**

Doug Goodwin reported on present plans for the General Meeting 2011. He noted that the location has been narrowed down to two locations, one in Kamloops and one in Penticton. He questioned whether the Executive felt table groups were necessary or not and whether a charge could be made for meals. Although the response to both questions was mixed, the general feeling was that table groups are valuable to have and that a charge to subsidize meal costs would be acceptable.

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

*that the 81st General Meeting of BC Conference be held May 26-29, 2011.*

**NEXT MEETING DATES**

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

*that the Conference Executive meet November 4-5, 2010.*

The President was asked to explore the possibility of meeting outside the Lower Mainland for this meeting, perhaps in Victoria or at Camp Pringle.

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

*that the Conference Executive meet March 17-19, 2011.*

**THOMAS CROSBY FUND**

Dal McCrindle noted that the funding proposal for the new Mobile Counselor position includes using income and capital from the Thomas Crosby Fund. He explained that the terms of reference for the use of the Fund include the provision that any use of its capital must be approved by the Conference Executive.

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

*that the Conference Executive authorize the withdrawal of capital funds from the Thomas Crosby Fund sufficient to support the Mobile Counselor staff position for the next five years.*

**OUTCOMES AND EVALUATION**

The Executive reviewed its "Outcomes" established at the beginning of the meeting. It was agreed that the outcomes were addressed and accomplished adequately.

**APPRECIATIONS**

The President expressed appreciation to those leaving the Conference Executive – Fred Duck, Dal McCrindle and Teri Meyer – for their commitment, open heartedness, generosity, and dedicated work on the Executive.

**WORSHIP**            The President led in eucharistic worship.

**ADJOURNMENT**      The President adjourned the meeting at 12:00 pm.

**NEXT MEETINGS**

Conference Executive:	May 13, 2010, 9:00 a.m. (by telephone conference call)
Celebration of Ministry:	June 6, 2010 ( <i>Note Change</i> ) Canadian Memorial United Church, Vancouver
Conference Executive:	November 4-6, 2010
Conference Executive:	March 17-19, 2011
General Meeting:	May 26-29, 2011



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## BC Conference Executive

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Rev. Dan Chambers, President

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Rev. G. Douglas Goodwin, Executive Secretary