

Leadership Circle meeting

January 5, 2011
Trinity United Church
Vernon

Present: Judith Hardcastle (chair); Jim Taylor (scribbler); Karen Medland, Lily Watson, Jim Hannah, Ian Fraser (with new iPad), Norma Fraser, Ivy Thomas.

Regrets: Marion Hollingshead (flu and weather); Dawne Taylor (other commitments)

Worship: led by Karen Medland, on the Epiphany

Judith requested a brief **check-in**. Judith then declared the meeting formally in session at 11:02 a.m.

Agenda

Norma wanted evaluations added. Judith noted we needed to deal with minutes sometime. Ian will add a verbal report from BC Conference Executive meeting. Ivy asked LC to look at the draft policy for LLWLs.

Moved Karen/ seconded Norma, *that we approve the draft agenda as amended*. Carried.

Minutes of the last meeting

Moved Jim T/ seconded Karen, *that we accept the minutes of the last meeting as circulated*. Carried.

Presbytery evaluations:

Some evaluations from the last Presbytery meeting were quite negative. It seems clear that not everyone understands or embraces the concept of how our Presbytery runs.

There were no written comments pro or con about the time shift, starting later and carrying on into Sunday afternoon.

There was criticism of the long days. Jim H stresses that we need to either take time off during the afternoon or the evening. Members generally agreed that 12-hour days are not appropriate.

Some musicians were offended that they were not invited to play their instruments. We need to make clear that musicians invite themselves to play along.

The whole issue is dealing with change. Much of the resentment is simply that we haven't always done this before. We need to look for patterns of concern, not for individual ventings.

Jim H argued against sitting in sanctuary in rows – the sense of community is lost. Perhaps LC needs to specify that Presbytery requires a suitable space where people can meet in table groups or circles. If necessary, we may have to provide funding to assist host congregations in renting

space. (When Clearwater hosted Presbytery, they voluntarily chose to use the per-person rates to cover rental of school space, rather than making a profit on the fees.)

Moved Ian/seconded Lily, *that Presbytery will meet in places where the seating facilitates small group discussion and community building programs* (e.g. not in fixed rows). Carried.

Karen registered her vote in opposition. She feels that this may exclude some congregations from being willing to host Presbytery.

There was extensive discussion about how the message of Presbytery gets taken back to congregations. It needs to be more than just a list of brainstormed highlights. It's more important to sort out one significant thing that we learned and got excited about, that we can then present to our home congregations. This is part of training congregational representatives.

Ian discussed the "cascading, trickle-down" model of the church, where everything starts from the top and spreads downward. Judith says that the new model implies that communication should flow from the bottom to the top, not the other way around. For this meeting, Christina and Anne can help people focus on what one thing excited them, what one thing can they take back to their congregations as an Epiphany.

We are frustrated about the operation (or lack of operation) of those working units that are expected to do their business during Presbytery meetings.

Presbytery needs to accommodate special diets (e.g., celiac limitations) to indicate the ingredients (either by announcement or in the bulletin) so that people with dietary restrictions can decide which meals they can participate in – including communion. Bob Hendry should convey this when negotiating with the host congregations. *Agreed by consensus.*

Agreed that Presbytery should start at 5:30 with supper, 6:00 at the latest.

The supper on Saturday could be as late as 6:30, depending on business needs. There should be an optional singalong after supper – music tends to give energy to people than to take it away from them. We need both a worship leader and a music leader.

Leadership Circle policy

Judith asked us to consider how our policy is working. The electronic version she circulated prior to this meeting included some pages that had not been distributed to the members of LC in printed form.

Judith stressed that the policies are clear -- information is supposed to flow "up," from all the other areas, to the Leadership Circle. In the structural pyramid, the LC is clearly defined as the highest level. In reality, everyone gets a report from working units at the Presbytery, but nothing flows to the LC in between. Yet the policies universally say something like, "...shall not fail to inform the Leadership Circle..." or "...responsible for ensuring that communication flows upwards..."

It's assumed, in the policies, that the Leadership Circle is fully informed of the needs of the Presbytery. Without knowing what's going on in Presbytery, how can the Leadership Circle do visioning for the Presbytery as a whole?

There are discrepancies between some versions of the policies even though they seem to carry the same date of approval.

The policy also clearly states that the LC must contain a minimum of 1/3 from clergy or laity, and should have a balance of youth, age, gender, etc. When Jim T and Marion H leave, the LC will be almost exclusively clergy.

Judith volunteered to put on an orientation workshop, after the rise of Conference when her term ends, for the new chair and new members of LC, to inform them about what she has discovered. No date was set.

The policies are not on the website in full, only in part.

Karen suggested that the policy governance model requires one person who acts as CEO, to whom all reporting takes place. That person is in charge. Ivy notes that churches are usually not willing to grant any one person that much authority.

Jim T argues that there is an underlying belief in the efficacy of the “corporate person” in the form of the Leadership Circle. The “corporate person” is a myth. Action depends on an individual being willing to act. The chair of Presbytery, the CEO, will have to funnel the information to where it needs to go.

We were impressed with Dawne’s summary of the functions of the Leadership Circle.

Karen feels that the policy governance model was never designed for use with churches. Any model will work, if you choose to make it work. Policy governance is too nebulous for 80% of her congregation. It requires consistency of leadership and participation; it does not work well with a revolving-door membership where it takes people a year or two to understand what they’re doing, and then their term expires.

Canadian Memorial in Vancouver threw out their policy. They said, in effect, get the work done first, and then develop the policies that will enable that to happen.

Jim T thinks that if the chair is going to function as a CEO, he or she needs to be elected by Presbytery, not selected by a largely invisible leadership circle. Judith wants to know whether we make the present model work, or throw it out and start new?

Ian asked us to focus on care for our congregations, care for our ministry personnel, and care for the relationship between them. If all we did was focus on those three pieces of work, we’d have plenty to do. There is still room for a Management Team that keeps grinding out the daily decisions. And there is still room for a Leadership Circle that looks ahead into the future. Let’s organize ourselves around that; we can have policy around that perspective; we need policy around that.

By general agreement, the Leadership Circle affirms the current governance model and will seriously engage with the existing policies to make them work better;

Moved Karen/seconded Lily

- 1. That we propose to Presbytery that, for two years, the focus of Presbytery’s work shall be on the care of congregations and their ministries, the care of ministry personnel, and care of the relationship between the two.*
- 2. That it shall be a goal of Presbytery to visit every congregation over the next two years to initiate discussions about these three issues.*

Carried

Our intention is that we wish to schedule presbytery so that the time usually allocated to working units shall be used for this purpose.

We hope that this motion will be ratified by the full Executive tomorrow.

Draft agenda for February meeting

We made detail amendments to the draft agenda. The note taker did not take notes.

We need to talk about who's doing worship and who's going to do piano, music, singalong.

We have to allow time for reports, elections, and ratification of executive actions. We need to make an announcement on Friday about the positions available, when nominations must be in, when they will close, and what the election process will be.

We anticipate that we might be finished by 2:30 p.m. on Sunday.

Ian recommends sending our motion (see above) with a bit of preamble, as notice that this issue will be coming up.

Need a feedback evaluation form. We will ask Graham to develop one. It should be kept very simple. What did you enjoy most, what least, what would you change... It's worth doing a 1-5 rating on items such as food, music, worship, facility, theme presentation, with additional space for comments.

B.C. Conference Executive

Ian reported that it was a 1.5 day meeting, on Vancouver Island.

The first day was spent on policy governance; Doug does a good job of reporting. It included a policy governance audit, by an external auditor (who was Ian, before he put on his KOP-representative hat).

Fraser Presbytery had a concern that the three lower mainland presbyteries have no conference staff, but receive income equivalent to half-time staff. Fraser Presbytery has used that revenue for missions and projects. They are now re-focusing on amalgamations, closures, etc., and want additional resources from Conference. Some camp properties and sales have gone into Conference finances, not into Fraser Presbytery's resources. The issue is still under consideration.

There was more monitoring of the General Secretary.

Discussion of the theme of Conference this spring, on a connectional church.

Ian was asked to provide a written report for inclusion with the other reports that go out before the February meeting.

Sexual Harassment policy

Jim spoke about his concerns that an overly rigorous application of the current Sexual Abuse and Harassment policy could preclude two mature adults from falling in love, especially in remote communities where there is no other theologically-liberal church for a parishioner to attend.

Karen said that the key concern is pastoral care. They can stay in the same congregation, but the pastoral care for that person must now reside with someone else.

The important thing is that any relationship must be open, honest, and transparent. Jim H wonders if we could ask to have a section added to the policy which addresses mutually responsible relationships.

If you are single and available, and you want to date someone who is also single and available, there is a process you can go through, but it is not formally stated in the policy.

Jim will revise his concerns into a draft motion and will send it to Judith, for submission to Presbytery to consider.

Nominations

Judith asked if anyone is interested in letting their name stand for chair of Presbytery. Karen agreed to let her name stand for a two-year term.

Judith expressed an official thank you to Jim Taylor and Marion Hollingshead for their years of service.

Jim H recommended Martha Scales as a potential lay representative on the LC. Other possibles mentioned were Chris Samsom, David Nelson, etc. as young people.

Judith closed this portion of the meeting at 5:00 p.m. The meeting will continue Thursday morning together with the Management Team as the full executive.

Chair
Judith Hardcastle

Note taker
Jim Taylor



MINUTES OF
MANAGEMENT TEAM
 Kamloops-Okanagan Presbytery

OF BRITISH COLUMBIA CONFERENCE
 The United Church of Canada

January 5, 2011
 TRINITY UNITED CHURCH
 VERNON, BRITISH COLUMBIA

PRESENT	Louise Burton, Joanne Koster, Norma Fraser, Leslie Stirling, Graham Brownmiller (Secretary), Kent Israel (Chair), Ivy Thomas (Conference Minister)
REGRETS	Reta Robertson
GUESTS	Steve Hershey, Kelly Grittner (Penticton Commission), Peggy Whitley, Carol Anderson, Barb McFadyen-Smuin, Carol Stokes, Jack Balfour
AUTHORITY & CALL TO ORDER	Pursuant to the authority of the 2010 Fall Meeting of Kamloops-Okanagan Presbytery (KOP), the Management Team of KOP was Called to Order at 2 pm at Trinity United Church, Vernon, BC and was declared open to conduct the business properly before it, Chair Kent Israel presiding. A quorum was present.
WORSHIP	Worship was led by Leslie Stirling and Graham Brownmiller.
CORRESPONDING PRIVILEGES	MS (L. Stirling / N. Fraser) that we grant guests Corresponding Privileges for this meeting of the KOP Management Team. Carried.
MINUTES OF PREVIOUS MEETING	MS (L. Burton / L. Stirling) that the minutes of the August 25, 2010 meeting of the KOP Management Team be adopted as circulated. Carried MS (L. Burton / L. Stirling) that the minutes of the November 15-22, 2010 email meeting of the KOP Management Team be adopted as circulated. Carried
GIFTS & CALLINGS (G&C)	Reta Robertson, chair of G&C, sent information about needs in the Presbytery through Louise Burton, Human Relations Coordinator: <ul style="list-style-type: none"> • Mission & Service and Stewardship – Ken will send the report to the Spring meeting but will not be at the meeting and wants to resign from this position • Norma and Megan are the only ones on Worship Animation • Management Team will need a chair • Leadership Circle will be losing Marion Hollingshead and Jim Taylor, and would like them to be replaced by Lay people. However, Reta would also like to encourage some Youth to be involved in the Leadership Circle if possible. That would mean that meetings would need to happen at a different time than they currently do. <p>Reta would like all members of the Management Team to be open to naming members to Gifts & Callings as needed.</p>

PASTORAL RELATIONS

The Pastoral Relations Committee has met twice since the Fall Presbytery Meeting, on November 9th and December 14th. The following is a digest of the motions made at those meetings:

- *that David Sparks be appointed in Okanagan Falls as Retired Supply September 1, 2010 – August 31, 2011 at the appropriate terms. **Carried.***
- *that Pastoral Relations denies the extension of the current Interim Ministry at Trinity United Church (Vernon) beyond June 30, 2011. **Carried.***
- *that pending a request from Trinity United Church (Vernon) that a Joint Needs Assessment Committee (JNAC) be formed. **Carried.***
- *that we approve the request of Trinity United Church (Vernon) to initiate a JNAC. **Carried.***
- *that we approve David Sparks' request for a change in Pastoral Relations to Retirement effective August 31, 2011. **Carried.***
- *that a JNAC for Okangan Falls be initiated upon the request of the congregation. **Carried.***
- *that we approve the request from Sicamous that the Interim appointment of Kelly Grittner be extended from April 30, 2011 until June 30, 2012 making this a 26 month appointment. **Carried.***

The minutes of the Pastoral Relations committee are available in the Secretary's Minute Book.

MS (G. Brownmiller / L. Stirling) *that the KOP Management Team affirms the actions of the Pastoral Relations Committee as presented. **Carried***

TREASURERS & TRUSTEES WORKSHOP

Nellie Tang has approached Kamloops-Okanagan Presbytery about hosting a Treasurer & Trustee Workshop June 17-19, 2011. BC Conference pays for the cost of the workshop and asks us to choose a location, and help arrange food and billeting for the event. Leslie Stirling will correspond with appropriate folk and then with Nellie and make arrangements on our behalf.

REGISTRATION & EVALUATION FOR PRESBYTERY

Graham Brownmiller has investigated the use of Survey Monkey (an online resource) for Online Registration and Evaluation for Presbytery Meetings. We agree to test this platform for the Spring Presbytery Meeting.

VAN DUSEN GRANTS

We have received three *Van Dusen Fund Grant Applications* to forward to BC Conference:

MS (L. Stirling / L. Burton) *that we forward the Application for Outdoor Ministry of \$1,550 (One Thousand Five Hundred and Fifty Dollars) to BC Conference with concurrence. **Carried.***

MS (L. Stirling / N. Fraser) *that we forward the Application for the Resource Fair of \$1,000 (One Thousand Dollars) to BC Conference with concurrence. **Carried.***

MS (L. Stirling / N. Fraser) *that we forward the Application of the Spiritual Care Network for the Ministry Personnel Retreat of \$1,280 (One Thousand Two Hundred and Eighty Dollars) to BC Conference with concurrence. **Carried.***

PROPERTY & MANSES

Malakwa and Cahilty Property – Ivy Thomas presented information on two pieces of property, in Malakwa and Cahilty. The Presbytery has begun to deal with these issues over the past decade, but not completed. Appendix I outlines some of the previous conversations and decisions of the Presbytery.

The **Malakwa** Property, situated just outside of Sicamous is apparently owned by the Presbyterian Church and the land title was never transferred to the United Church at Union (1925). Ivy has spoken with the Presbyterian Church and is in conversation regarding further steps.

There is some question about the ownership of the **Cahilty** property, near Sun Peaks, but in June of 1999, Kamloops-Okanagan Presbytery voted to sell the land at Cahilty (for the price of \$1 (one dollar)) to the community, which is already and always been taking care of the property.

MS (N. Fraser /L. Burton) that we re-affirm the decisions of the 1999 Executive Meeting and empower Ivy Thomas and Bob Blakely to continue the process of the sale of the Cahilty property as appropriate. **Carried.**

MS (L. Stirling / L. Burton) that we direct Stephen Roche (Chief Financial Officer & Treasurer for the Presbyterian Church in Canada) to sell the Malakwa Property to the Malakwa Community Association for the sum of \$1.00 (one dollar). **Carried.**

Re-development – Ivy Thomas and Graham Brownmiller attended a presentation at St. Paul's (Kelowna) and with Bob Blakely have corresponded with Kamloops United Church regarding their re-development projects. The plans are well under way and Ivy and Graham are confident that due diligence has taken place in both developments. We will continue to be kept abreast of their plans and projects as they move ahead. The one question that Ivy and Graham left with St. Paul's (Kelowna) was around the relationship with Presbytery and the Entity that will run the life-long lease etc.

OASIS UNITED CHURCH

The leadership of Oasis United Church arrived, having asked to speak with the Management Team and the Commission (represented by Kelly Grittner) about how they experienced the process involving the Management Team and the Commission through the creation of the two congregations in Penticton. Also to share our perception and those of the commission (through Kelly). We heard that there appeared to be care about balancing the needs of the two congregations and that there was unbiased work being done by the Commission and the Presbytery. There was encouragement to the congregations to go and be the church and not to let the process hamper that work.

It was the experience of the Oasis leadership that during the time that the Presbytery was without a Conference Minister the work of the Commission was done in a vacuum which created a communication breakdown. The Oasis leadership noted that it would have been helpful to know that they had not been abandoned and that it would have been helpful to know that they were waiting in process like the rest of us.

There were some definite steps taken to ensure that the two congregations would receive regular updates and that as the process continues along folks will be in touch. When the process allows, leadership from Penticton United Church has been invited to meet with the Management Team as well.

When it is appropriate and the legal advice that has been sought by Penticton United Church is received the final two pieces of the Commission will be dealt with (the mortgage and the estate bequest).

The Management Team, Commission and leadership team from Oasis felt that this was a beneficial gathering time to air feelings and to work towards healthy relationship. Everyone felt that this particular conversation was respectful and modeled open and healthy communication.

PREPARATION FOR EXECUTIVE

Discussion was held in preparation of the meeting of KOP Executive January 6, 2011. Some history was given and some dreams and visions were shared. Knowing that much of this conversation is going to be dealt with at the Executive meeting, the Management Team decided that we had discussed these issues in enough detail.

CORRESPONDENCE	Two pieces of correspondence have been received since the Fall Presbytery Meeting. <ul style="list-style-type: none">• We received a copy of a letter from Fraser Presbytery regarding a grievance against Doug Goodwin, Executive Secretary of BC Conference. Ian Fraser, Conference Executive Representative, indicates that this was dealt with at the Conference Executive meeting and that it should be received for information only.• We received a thank-you card from Vida Yakong for our financial support.
ANNOUNCEMENTS	Joanne Koster will be taking the BC Conference and Naramata Centre <i>Certificate Programme in Youth Ministry</i> beginning the end of January, 2011.
TREASURER’S REPORT	Leslie Stirling reported that because year-end has just happened, there would not be a Financial Report presented.
NEXT MEETING	We will next meet, jointly with the Leadership Circle, on January 6, 2011.
ADJOURNMENT	Having reached the order of the day, we adjourned.

Kent Israel, Chair

Graham Brownmiller, Secretary

Appendix I

Regarding the Malakwa and Cahilty Properties

At a Presbytery Executive meeting, June 29, 1999, the following motion was passed:

Moved by Fred Duck and seconded by Don Froom that the consent of Presbytery be granted to allow the Division of Mission in Canada of the United Church of Canada to sell the following lands and premises, viz: for the sum of \$1.00

*1. 014-167-603 that part of legal subdivision 13 of section 10 shown on plan B1529, township 23, range 15 west of the 6th meridian Kamloops Division Yale District. **Carried.** (This motion concerns the sale of the Louis Creek property.)*

The legal description of the Malakwa Property is still being aquired.



MINUTES OF
EXECUTIVE
Kamloops-Okanagan Presbytery

OF BRITISH COLUMBIA CONFERENCE
The United Church of Canada

January 6, 2011
TRINITY UNITED CHURCH
VERNON, BRITISH COLUMBIA

PRESENT	Judith Hardcastle (Chair), Kent Israel, Leslie Stirling, Louise Burton, Karen Medland, Jim Hannah, Ian Fraser, Lily Watson, Graham Brownmiller (Secretary), Ivy Thomas (Conference Minister)
REGRETS	Dawne Taylor, Marion Hollingshead, Norma Fraser, Reta Robertson, Jim Taylor, Joanne Koster
GUESTS	Steve Hershey
AUTHORITY & CALL TO ORDER	Pursuant to the authority of the 2010 Fall Meeting of Kamloops-Okanagan Presbytery (KOP), the Executive of KOP was Called to Order at 9:15 am at Trinity United Church, Vernon, BC and was declared open to conduct the business properly before it, Chair Judith Hardcastle presiding. A quorum was present.
OPENING WORSHIP	Worship was led by Louise Burton.
CORRESPONDING PRIVILEGES	<i>MS (K. Medland / L. Burton) that we grant Steve Hershey Corresponding Privileges for this meeting of the KOP Executive. Carried.</i>
AGENDA	<i>MS (I. Fraser / L. Watson) that we adopt the agenda as presented. Carried.</i>
MINUTES	<i>MS (K. Israel / K. Medland) that the minutes of the August 26, 2010 meeting of the KOP Executive be adopted as circulated. Carried</i>
MANAGEMENT TEAM REPORT	The Management Team met on January 5, 2011. These are some of the items we dealt with: <ul style="list-style-type: none">• approved three Van Dusen Grants (Training for Outdoor Ministry, KOP Clergy Retreat, KOP Resource Fair)• empowering motions to explore the relationships regarding Property at Malakwa and Cahilty• exploring using Online Registration and Evaluation in addition to the regular registration process for the Spring 2011 Meeting.• working on arrangements for BC Conference to do a Treasurer & Trustee Workshop (June 17-19, 2011) possibly in Vernon.• Gifts & Callings (G&C) have asked for members of Management Team and Leadership Circle to be aware of vacancies and suggest names to G&C for discernment.• Ivy Thomas and Graham Brownmiller met with St. Paul's (Kelowna) and with Bob Blakely have corresponded with Kamloops United Church regarding their re-development. Neither have made formal requests, but are keeping us apprised of the process.

- The Management Team met with a delegation from Oasis United Church; the intent was to hear each others' experiences of the Commission regarding the creation of two congregations in Penticton, BC. The end result was that all parties were heard and that there is greater commitment to continued and regular communication.
 - The Executive had some discussion regarding this matter.
- In reading policies, it was discovered that there is no policy regarding the Chair of Management Team. It has been the practice of the Administration Coordinator to assume the role of Chair. This may not be the best practice and that conversation will continue with the Executive conversation regarding Policies.

**BC CONFERENCE
GENERAL MEETING
2011 (GM11)**

Kathy McMillan, David Sparks and Kent Israel are continuing to work with BC Conference Office regarding all of the plans for GM11. The plans progress and as there is need from the Presbytery, those will be communicated to members of Presbytery.

**LEADERSHIP CIRCLE
REPORT**

The Leadership Circle met on January 5, 2011. These are some of the items that were dealt with:

- Discussed the Governance Model regarding the Leadership Circle
- Passed some motions regarding future Presbytery Meetings
 - no meetings where we are sitting in fixed seating e.g., pews
 - Presbytery begins Friday 5:30 with supper, ending with dinner on Saturday and then meeting until 3 pm on Sunday (no 12 hour days)
 - Presbytery for 2 (two) years focus on Presbytery's work – care of congregations and their ministries, care of Ministry Personnel and the relationship between the two
 - No time at the presbytery meeting for Working Units. Working Units that want to meet, there is time available Friday afternoon.
 - Redeveloped the Evaluation Form
- Judith, as Chair, will write a letter to be included in the Registration Package that will address all of the issues about the coming Presbytery Meeting, including the issues and conversations regarding Working Units and the structure and function of Presbytery Meetings.
- Thanked Jim Taylor and Marion Hollingshead for their service over the years. The Secretary will send Thank You cards.
- Received a notice of motion from Jim Taylor regarding a proposal about the United Church of Canada's Policy on Sexual Harassment and Abuse.

**SPRING PRESBYTERY
AGENDA**

We reviewed and discussed the Agenda for the Spring Presbytery Meeting. We assigned some tasks and roles for the meeting:

Sing-along: Jim Hannah

Gathering Music: Jim Hannah & Karen Medland

Introduction to the Theme Speakers: LeAnn Blackert

Thank you to the Theme Speakers: Ivy Thomas

Worship: Ivy Thomas

Thank the Congregation during worship: Judith Hardcastle

Grace at meals: Leslie Stirling and Graham Brownmiller

- NATIONAL GRANTS** Ivy Thomas spoke about National Grants that are available through the United Church Foundation (<http://www.unitedchurchfoundation.ca>). Criteria and advice about which grants to apply for will be available on the Website January 15th. Applications for this session will be due by April 15, 2011.
- LAY PRESBYTERY REPS** There had been some questions raised about Lay Presbytery Reps and their responsibilities etc. There is a policy regarding their roles, but the question is more about how the congregational representatives are involved in their congregational life. Discussion was held. Folks that are interested in further information and workings of Presbytery should be in touch with Gifts & Callings to identify their desire.
- SPIRITUAL CARE NETWORK** There was a request about the Spiritual Care Network and how it relates to one of the Coordinators or not. At this moment, because of the mandate by BC Conference, it is more a Resource Working Unit as opposed to a Working Unit that others can join. It may fall under the Human Resources Coordinator, but is not necessarily accountable to that position.
- ASHCROFT PASTORAL CHARGE** *MS (L. Stirling / K. Israel) that the name of the Ashcroft Pastoral Charge be changed to Ashcroft-Clinton Pastoral Charge as per their request. **Carried.***
This is to better reflect the relationship between the two congregations in the Pastoral Charge.
- LICENCED LAY WORSHIP LEADER POLICY** The policy regarding Licenced Lay Worship Leaders (LLWL) has continued to be worked on. The draft was presented and comments were discussed regarding the amendments and changes that have been made.
*MS (K. Medland / L. Stirling) that the Executive of KOP adopt the Licensed Lay Worship Leader policy (4.4.1) pending Pastoral Relations approval of final revisions. **Carried.***
- LUNCH** Lunch was served by the Trinity United Church folk.
- GOVERNANCE MODEL AND POLICY MANUAL** The Leadership Circle discussed the Governance Model and Policy Manual at their meeting on January 5th, 2011. The Leadership Circle voted to continue using this Governance Model but to ensure that we continue to use it as it is intended, rather than how we as a Presbytery have been using it (practice versus the model).
The sentence from Dawne Taylor (in communication to the Executive) '*communication should flow upward from Working Units through the Management Team to the Leadership Circle*' helps to clarify how the model should be working. The Leadership Circle agrees that for the next 2 (two) years we should continue to engage the model.
The Management Team (according to Policy) is to be the 3 (three) Coordinators to be resourced by the Treasurer, Secretary, Conference Minister, Presbytery Youth Minister and Gifts & Callings. According to the policy, neither the Secretary nor the Treasurer have voting privileges, although the practice has been that the two positions continued to vote because a Management Team of three was determined to be too small. There was no Chairperson designated, but practice has been that the Administration Working Unit Coordinator had been the Chair of Management Team. There has been some practice over the years of the Chair of Management Team also partaking in chairing Presbytery meetings, which should not happen. It would be helpful if there were a chair of Management Team separate from the coordinator of the Administration Working Unit. Until the policies are adopted, we will continue to follow practice rather than the policy, except that we will seek to find a person to fill the Administration Coordinator position and create a position for the Chair of the Management Team.
In order to share some of the information back and forth (more easily and in a different way), the Secretary should attend both Management Team and Leadership Circle. Again, the practice has been that the Secretary does not attend Leadership Circle, but that a Secretary of that group had been chosen from among the members. We will try this.

Management Team has been functioning as a permission giving and problem-solving group. The communication and information *flow-up* can continue to happen, but the Management Team does not hear from the congregations unless there are issues to be dealt with.

Although Leadership Circle is the group to set policy, it will be the responsibility of Management Team to enact those policies. Leadership Circle is also to write some procedural steps for the policies.

There was a question about the discipline that is needed by the Management Team and Leadership Circle (and the Executive) about whose work is to be done. What is the deeper work that needs to be done rather than the surface work (i.e., the work with the LLWL policy, reworking a paragraph rather than dealing with the deeper issues behind the policy wording).

Perhaps there is a need for the Chair of Leadership Circle, Chair of Management Team, Conference Minister, Secretary and Treasurer (i.e., Sub-Executive) to gather and talk about the state of the church.

**RECOMMENDATIONS
FROM LEADERSHIP
CIRCLE**

Leadership Circle is making recommendations to the Executive regarding the governance model and policy manual:

- Embrace the model, recognize what hasn't been happening and change our attitude
- Karen Medland and Ian Fraser will review the policy
- At Spring Presbytery an abbreviated version of the policies (with a statement that they are outdated and being reviewed) will be presented
- That we have a training session in May for people coming onto Management Team and Leadership Circle
- Attention to communication should flow upward so that the needs, concerns, learning and views of the Working Units and Management Team are heard by Leadership Circle

**THANK YOU AND
APPRECIATION**

We gave thanks and expressed appreciation to Kent Israel for his work as Chair of Management Team for the past two years.

ANNOUNCEMENTS

Graham Brownmiller, the Secretary, announced that the deadline for Spring Presbytery Reports is Wednesday, February 9, 2011.

NEXT MEETING

The Executive (Management Team and Leadership Circle) will set further dates for their meetings and for a training session at the Spring Presbytery Meeting February 18-20, 2011.

ADJOURNMENT

Having reached the order of the day, we adjourned.

Judith Hardcastle, Chair

Graham Brownmiller, Secretary