



MINUTES OF EXECUTIVE

Kamloops-Okanagan Presbytery
OF BRITISH COLUMBIA CONFERENCE
The United Church of Canada

4 September 2014

TRINITY UNITED CHURCH
VERNON, BRITISH COLUMBIA

PRESENT	Stephen Hershey, Don Seaton, Irene Hart, Leslie Stirling (Treasurer), Norma Fraser (Chair), Leslie Ross (Secretary), Ivy Thomas (Conference Minister), Ian Fraser, and Reta Robertson.
REGRETS	Bari Castle
AUTHORITY & CALL TO ORDER	Pursuant to the authority of the Spring Meeting (February 14-16, 2014) of Kamloops-Okanagan Presbytery (KOP), the Executive of KOP was Called to Order at 10:06 am, at Trinity United Church, Vernon. Norma Fraser (Chair) presided. A quorum was present. Norma Fraser welcomed us.
REFLECTION AND CHECK-IN	Ivy Thomas led us in worship based on Psalm 139 and Matthew 16: 13-20 and a reflection in which each shared a story from our life that has impacted others and ourselves.
APPROVAL OF AGENDA	Motion: (Reta Robertson / Don Seaton) that the agenda be accepted as amended. Carried.
MINUTES OF PREVIOUS MEETING	<p>Motion: (Leslie Ross / Don Seaton) that the Executive minutes of 1 April 2014 be adopted as circulated. Carried.</p> <p>Motion: (Leslie Ross / Leslie Stirling) that the Executive minutes of 30 April 2014 be adopted as circulated. Carried.</p> <p>Motion: (Leslie Ross / Don Seaton) that the Executive minutes of 16 July 2014 be adopted as circulated. Carried.</p>
CORRESPONDENCE	<ul style="list-style-type: none"> • E-mails from Brenda Wolff, Program Assistant to the Personnel Minister, dated March 17, June 6, July 23, and September 3, 2014, providing the following information pertinent to Kamloops Okanagan Presbytery: <ul style="list-style-type: none"> ○ Appointment of Lily Watson (RS) to Lumby United Church, Part-time, (.275 hours per week) February 3, 2014 - February 3, 2015. ○ Retained on the Roll: John Burton, July 1, 2014 - June 30, 2015. ○ Retained on the Roll: Alice Watson, July 1, 2014 - June 30, 2015. ○ Record of Transfer: Mary Lynn Elliott, from Edmonton Presbytery, Alberta Northwest Conference. ○ Record of Call: LeAnn Blackert (OM) to Mt. Paul UC--Kamloops, July 1, 2011, Full time (40 hrs per week). ○ Record of Appointment: Ian McLean (CS) to Enderby Pastoral Charge, July 1, 2014 - June 30, 2015, Part-time (13.5 hours per week). ○ Record of Call: Kathleen Hogman (OM) to Westbank United Church, July 1, 2014, Full time (40 hours per week). ○ Record of Appointment: Sheila Dunbar (RS) to St. Andrew's--Lillooet: July 1, 2014 - June 30, 2015, Part-time (20 hours per week). ○ Record of Appointment: Kathy Hogman (US) to Osoyoos United Church, May 1, 2014 - June 30, 2014, Part-time (24hours per week). ○ Record of Call: Juanita Austin (OM) to Sicamous United Church, Start date: July 1, 2014, Part-time (30 hours per week). ○ Record of Transfer: Mark Bedford (OM) from Victoria Presbytery

- Record of Call: Nicholas V. Judson (OM) to Trinity UC, Merritt, Part-time (30 hrs per week). Start Date August 1, 2014; Start Date: April 1, 2014 - June 30, 2014.
- Record of Appointment: Kathleen Hogman (US) to Osoyoos United Church, Part-time (24 hrs per week). Start Date: May 1, 2014 - June 30, 2014.
- Record of Appointment: Mary Lynn Elliott (IM) to First United Church, Salmon Arm, Full time (40 hrs per week). Start Date: July 1, 2013 - June 30, 2015.
- Record of Transfer: Louise Cummings (OM) to Fraser Presbytery.
- Letter and Certificate of Thanksgiving from Cheryl Curtis, Mission and Service Funding Officer, United Church of Canada, dated March 2014, thanking the people of Kamloops-Okanagan Presbytery for their contribution of \$301,154 to the Mission and Service Fund.
- E-mail from Luise Denter of St. Mary's in Sorrento, dated May 27, 2014, indicating that St. Mary's in Sorrento is willing to host Presbytery, preferably in the fall, and would like to be put on the list of possibilities for October 2015.
- Memo from Alan Hall, Executive Officer, Ministry and Employment, United Church of Canada, dated July 28, 2014, outlining the new compensation model for ministry personnel.

Conversation took place regarding the reporting of Pastoral Relations matters and correspondence. The decision was to include the information without listing the financial aspects in the minutes and to include a report written by the Secretary with the Presbytery report package.

COORDINATOR REPORTS

- ADMINISTRATION**
- Property and Manse:
 - Clinton Sale Proceeds:

The Clinton Sale Proceeds Task Group Report had been circulated prior to the meeting and is appended to these minutes.
Reta Robertson excused herself from the discussion.
Motion: (Don Seaton / Leslie Stirling) that the recommendations of the Clinton Sale Proceeds Task Group be accepted. **Carried.**

Discussion occurred about how to honour and recognize the Mission & Service Fund donation. Leslie Stirling will make a large cheque for presentation purposes. There was consensus that the Treasurer could have the designated funds released to the Mission & Service Fund and Zion United Church, Ashcroft.
Ian Fraser noted that this Task Group deserves our thanks for its work.
 - Oasis United Church decided to not remove a subject clause and withdrew the offer to purchase the property because of environmental concerns.
 - The sale of Merritt property has gone through, and Trinity United, Merritt has received the proceeds.
 - Trinity United, Vernon has held a farewell gathering at Camp Hurlburt to mark its closing. The process for selling the Camp is ongoing.
 - Grants:

Don Seaton reported that the Grants Committee met April 9, July 9, August 4, and September 4, 2014. The following grants were approved:

 - Peachland UC application for \$450.00 Technology grant, relating to overhead projector and accessories
 - Peachland UC application for \$1,735.00 Modernization grant, relating to exterior window sills, repairs to wheelchair ramp and bathroom accessibility
 - Plura Hills UC application for \$388 Technology grant (total cost \$777), relating to laptop purchase
 - St Andrew's UC Enderby application for a \$750 technology grant for computer and projection equipment (total cost \$1,950)
 - St David's by the Lake, Celista, BC, a shared ministry, applied for a \$3,000 Modernization grant for replacing lower level floor covering (total cost \$6,574)

Motion: (Don Seaton / Leslie Stirling) that the Executive ratifies the grant approvals made by the Grants Committee. **Carried.**

- Treasurer: Leslie Stirling distributed a Financial Report dated September 4, 2014 and a draft budget for 2015. They are appended to these minutes.
Motion: (Don Seaton / Stephen Hershey) that the Executive recommends the draft budget to Presbytery for approval. **Carried.**

LUNCH

Grace was sung.

HUMAN RESOURCES

Irene Hart had nothing to report from the Working Units in the Human Resources portfolio.

GIFTS AND CALLING

Reta Robertson reported. Beryl Itani has agreed to be the Stewardship and Mission and Service Working Unit Convener. David Martyn has taken on the Pensions Convener position.

CONFERENCE MINISTER

Ivy Thomas reported on the progress of the Effective Leadership, Healthy Pastoral Relations Pilot Project.

- The Conference Pastoral Relations Committee, under the chair of Jeff Seaton, is functioning.
- Its subcommittee, the Pastoral Relations Working Group, is functioning.
- The Needs Assessment and Search Process is in place and is now being used.
- Those developing resources for the oversight of pastoral charges are hoping to have some resources ready by December. However, presbyteries could still be working on how oversight might be done in their own presbyteries.
- Resources for the annual review process for clergy will be on the website soon.
- The process for the oversight and discipline of clergy is almost ready to go.

Ivy Thomas's sabbatical is from April – June 2015. Conference ministers cover each other when they are away.

Upper Valley Presbytery's request to consider formulating a motion similar to its own proposal regarding maximizing time spent on the report of the Comprehensive Review Task Group at the next meeting of General Council was discussed.

The new compensation package for clergy has been distributed to Ministry and Personnel Committees and clergy. It is advised that it be examined closely since there is an October 10th deadline for having the Cost of Living Group Assignment changed.

LEADERSHIP CIRCLE

Norma Fraser reported. The theme of Fall Presbytery will be "Vitality in our Congregations and Presbytery". Planning for exploring this theme on Friday evening and Saturday morning is continuing. The next Leadership Circle meeting is September 23, 2014.

BUSINESS ARISING FROM PREVIOUS MINUTES**PETITION FROM REVELSTOKE**

Leslie Ross reported that she had conversation with Ken Jones of Revelstoke United. Since there will be another BC Conference Meeting prior to the next General Council Meeting, rather than rushing with the revisions so the proposal could be included in the 2014 General Meeting of BC Conference, the decision had been made to take time to rewrite the proposal and present it at a future Presbytery meeting.

POLICIES

- Leslie Ross reported that the policies revised at the February Executive Meeting and Spring Presbytery have been inserted into the Policy Manual along with a revised Table of Contents. The formatting glitches that existed have also been fixed. The revised Policy Manual has been posted on the Kamloops-Okanagan Presbytery website.
- Norma Fraser brought copies of seven policies for the Executive to review for minor wording changes to be made so that the language represents Presbytery's new Executive configuration. Leslie Ross and Reta Robertson will take on this task. Unless they feel that there needs to be a more substantive change to any of the policies, the edited work does not need to come back to the Executive for approval.

FUTURE ROLE OF CONFERENCE MINISTER

In light of changes as a result of the Effective Ministry Project, discussion took place regarding the new role of the Conference Minister and what changes Presbytery may need to make to its

organization and the work it does. There needs to be some visioning work regarding the work and role of Presbytery as a result of these changes. Norma Fraser will inform the Leadership Circle of the Executive's desire that the Leadership Circle take the lead with this visioning.

NEW BUSINESS

CONFERENCE EXECUTIVE REPRESENTATIVE The BC Conference Office had enquired about Ian Fraser's term as Presbytery Member of the BC Conference Executive. According to the minutes of the Fall 2013 Presbytery Meeting, he was appointed to serve until the rise of BC Conference in 2015. Leslie Ross will provide this information to the BC Conference Office. Gifts and Callings will consider an extension to this term as part of its report at Fall Presbytery because this time period does not reflect a three-year term.

PRESBYTERY MEETINGS Dates and places were confirmed for future Presbytery meetings.

Year	Spring Presbytery		Fall Presbytery	
	Date	Place	Date	Place
2014			October 24 - 26	Barriere, BC
2015	February 13 - 15	Penticton United	October 23 - 25	Mount Paul United, Kamloops
2016	February 19 - 21	TBA	October 21 - 23	TBA

Leslie Ross will respond to Luise Denter's e-mail regarding St. Mary's offer to host Presbytery.

PRESBYTERY AGENDA Norma Fraser reported that there have been several requests for presentations. There was an agreement that an hour of the agenda be set aside for presentations modeled along the 7/21 (seven minutes / 21 slides) presentations at the 2014 BC Conference General Meeting. There would then be an opportunity for members to speak with the presenters individually during break time.

ANTI-SPAM AND PRIVACY LEGISLATION To start the process of meeting the requirements of the Canadian government's anti-spam legislation, Leslie Ross reported that she has added to the Secretary's e-mail signature a process for individuals to unsubscribe. Three have already done so. To meet these requirements as well as privacy legislation requirements of informing individuals about how personal information that is collected by Presbytery will be used, she will work with the Registrar regarding the registration process for Fall Presbytery. For the purpose of keeping the roll up-to-date, requesting individuals to register their regrets as well as their intention of attending will be helpful. A suggestion to consider using FluidSurveys, a Canadian company, was made.

STORAGE A discussion occurred about the storage of Presbytery's files. Norma Fraser will check with BC Conference archives regarding what should be archived from the congregational oversight files. **Motion: (Reta Robertson / Stephen Hershey)** that the treasurer be allowed to shred financial records excepting payroll that is over seven years old. **Carried.**

INFORMATION ITEMS

KUC GROUND BREAKING Ground breaking for Phase II, the low cost housing part of the redevelopment project, at Kamloops United will be held Monday, September 8th at 1:00 pm.

KATHY HOGMAN'S COVENANTING SERVICE The Covenanting Service between Rev. Kathy Hogman, Westbank United Church, and Kamloops-Okanagan Presbytery will be held on September 21st at 3:00 pm.

REMITTS Three remits will be considered at Fall Presbytery. Information about them will be included in the Fall Presbytery information package. They are also available on the United Church of Canada's website at <http://www.united-church.ca/general-council/gc41/remits>.
 Remit No. 7 - Election of General Council Commissioners - President-Elect/Leading Elders
 Remit No. 8 - Election of General Council Commissioners - Designated Lay Ministers
 Remit No. 9 - Ordination/Commissioning Dependent Upon Settlement or Call Only

- YOUTH WORKER UPDATE** LeAnn Blackert and Bari Castle are meeting with Joanne Koster on September 23rd to do an exit interview.
- GENERAL COUNCIL COMMISSIONER** Jake Highfield is moving to Alberta. Ian Fraser and Leslie Ross will investigate what is necessary to ensure that his position as a General Council Commissioner from BC Conference is not compromised.
- NEXT MEETING** The next meeting of the Executive will be November 18, 2014 beginning at 10 am at Trinity United in Vernon.
- ADJOURNMENT** Having reached the order of the day, the meeting adjourned at 2:30 pm. Norma closed with a blessing.

Norma Fraser, Chair

Leslie Ross, Secretary

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Clinton Sale Proceeds

The Executive of KOP has appointed a task group consisting of Don Seaton, Leslie Stirling and Martha Ashbaugh to review and make a recommendation to Presbytery regarding the distribution of these funds. This task group represented members from Management and Leadership Circle. The Conference Minister will act as a resource person.

We are advised by our conference Minister, Rev. Ivy Thomas, that The BC Conference Executive Director said the use of these funds is in the sole discretion of the Presbytery.

The exercise of that discretion is based upon the following principles:

1. It promote the Presbytery Mission and Values;
2. due deference be paid to the wishes of the closing congregation, insofar as they are consistent with the Presbytery Mission and Values.

The Task Group met via Skype on July 29, 2014. We held a second Skype meeting on Wednesday August 27, 2014. In attendance at both were Don Seaton, Leslie Stirling, Martha Ashbaugh and Rev. Ivy Thomas.

Recommendation

The Task Group in that meeting agreed to make the following recommendation to KO Presbytery Executive at their next meeting:

- 1) That the net Clinton sale proceeds plus accumulated interest be disbursed as follows:
 - a. 50% (approximately \$32,353) to the Mission and Services Fund of The United Church of Canada;
 - b. 25% (approximately \$16,176) to the congregation of Zion United Church, Ashcroft, BC;
 - c. 25% (approximately \$16,176) to Kamloops Okanagan Presbytery to be used in a Rural Ministry Fund, the terms of such Fund would be determined by the KO Presbytery from time to time.
- 2) That the KO Presbytery Rural Ministry Fund be used as follows:
 - a. This fund is to support initiatives that focus on structural sustainability and innovation in rural ministry;
 - b. The Fund should be used within 3 to 5 years;
 - c. A priority use of the funds will be to host multi congregation workshops for sustaining rural ministry;
 - d. Rural ministry is defined for this Fund as including all ministry in our Presbytery outside of the larger population centres of Kamloops, Salmon Arm, Vernon, Kelowna, Summerland and Penticton;
 - e. This fund is not meant to replace the Home Mission grants. Nor is support of existing budgets of rural congregations the objective of this fund.

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- f. Grant approvals for this fund shall be made by Presbytery Executive, or such persons Executive may appoint. Applications would go to grants@kopunited.ca for administration purposes.
- g. The Presbytery Executive may amend the terms of this fund from time to time.

Background

In 2010 the Clinton congregation decided to close and sell their assets. There was some time in affecting a sale, but eventually that was done. The Clinton congregation wishes on the distribution of the net assets were expressed in a letter to KOP Management dated Sept 15, 2011 (without yet knowing the amount of net proceeds). Now knowing the sale proceeds, they are as follows (including recent interest earned):

Description	Percentages	Amount	Comment
Net sale proceeds		64,705.60	
M&S Fund	50%	32,352.80	
Zion UC, Ashcroft	20%	12,941.12	It is our desire to acknowledge the support that Zion United has provided to us as a 2-point charge and to take this opportunity to support them in their ministry in the coming years.
VST	15%	9,705.84	Designated for bursaries for students coming out of rural communities
KOP Rural Ministry	15%	9,705.84	These monies are to be designated for use in rural ministries

Discussion

At the task group meeting in July, Ivy reviewed some of the discussion that led to the letter from Clinton. We take from that the distinction between the general desire of support for rural ministry and support of students at VST was not hard and fast. Our task group had conversations and email exchanges with VST that highlighted some logistical difficulties in setting up a VST fund that would achieve the goals expressed by Clinton. So we thought it would keep with the spirit of the congregation's directions and be better administratively if the allocation was adjusted to that set out in our recommendation above.

Kamloops-Okanagan Presbytery 2015 Budget		2013 Actual	2014 Budget	2014 Total	2014 To Date	2015 Draft	Total
INCOME							
4000	Income						
	4115 - Bank Interest	\$446.55	\$400.00		\$296.70	\$450.00	
	4120 - Pastoral Charge Assessments	\$163,654.03	\$160,949.00		\$160,949.00	\$162,571.00	
	4130 - Covenanting Service Offering	\$1,817.05	\$600.00		\$326.10	\$600.00	
	4145 - BC Conference Travel Grants	\$9,248.00	\$9,248.00		\$6,936.00	\$9,248.00	
	4190 - Spring Presbytery Registration	\$3,040.00	\$3,500.00		\$2,795.00	\$3,500.00	
	4195 - Fall Presbytery Registration	\$2,860.00	\$3,500.00		\$0.00	\$3,500.00	
	4200 - Unbudgeted Income	\$24.60	\$0.00		\$28.98	\$0.00	
	TOTAL INCOME	\$181,090.23	\$178,197.00	\$178,197.00	\$171,331.78	\$179,419.00	
EXPENSE							
5000	BC Conference						
	5210 - BC Conference Basic Allocation	\$71,992.00	\$73,595.00		\$55,188.00	\$75,066.00	
	5211 - BC Conference Meeting	\$14,467.00	\$14,272.00		\$10,710.00	\$14,558.00	
	5220 - BC Conference Chaplaincy	\$9,121.00	\$8,995.00		\$6,750.00	\$9,175.00	
	Total - 5000 BC Conference	\$95,580.00	\$96,862.00	\$96,862.00	\$72,648.00	\$98,799.00	
6000	KO Presbytery						
	6235 - KOP Conference Minister's	\$13,117.78	\$12,500.00		\$5,773.38	\$15,000.00	
	6242 - Children/Youth to GC/BCC	\$215.00	\$215.00		\$215.00	\$800.00	
	6250 - KOP Registrar	\$97.64	\$100.00		\$0.00	\$100.00	
	6261 - Spring Delegates' Travel	\$4,681.06	\$5,000.00		\$4,054.07	\$5,000.00	
	6262 - Spring Presbytery Non-Travel	\$4,550.00	\$5,250.00		\$4,345.00	\$5,250.00	
	6263 - Fall Delegates' Travel	\$3,838.85	\$5,000.00		\$0.00	\$5,000.00	
	6264 - Fall Presbytery Non-Travel	\$4,490.00	\$5,250.00		\$0.00	\$5,250.00	
	Total - 6000 KO Presbytery	\$30,990.33	\$33,315.00	\$33,315.00	\$14,387.45	\$36,400.00	
7000	Executive						
7100	Administration						
	7001 - Chairperson's Expenses	\$541.71	\$750.00		\$82.30	\$500.00	
	7105 - Secretary's Honourarium	\$700.00	\$700.00		\$350.00	\$700.00	
	7100 - Secretary's Expenses	\$337.68	\$400.00		\$24.16	\$300.00	
	7115 - Treasurer's Honourarium	\$700.00	\$700.00		\$350.00	\$700.00	
	7120 - Treasurer's Expenses	\$338.48	\$400.00		\$176.27	\$400.00	
	7125 - Bank Charges	\$343.00	\$350.00		\$187.00	\$350.00	
	7130 - Review of Presbytery Accounts	\$420.00	\$420.00		\$0.00	\$420.00	
	7135 - Property & Manse Committee	\$0.00	\$100.00		\$0.00	\$100.00	
	7140 - Home Missions	\$0.00	\$200.00		\$0.00	\$200.00	
	7145 - Communications	\$2,954.43	\$3,500.00		\$2,674.50	\$3,500.00	
	Total - 7100 - Administration	\$6,335.30	\$7,520.00	\$7,520.00	\$3,844.23	\$7,170.00	

Kamloops-Okanagan Presbytery 2015 Proposed Budget - continued		2013 Actual	2014 Budget	2014 Total	2014 To Date	2015 Total	2015 Draft	Total
EXPENSE (Continued)								
7200	Discipleship							
	7205 - Worship Animations	\$47.00	\$150.00		\$0.00		\$100.00	
	7210 - Peace & Justice	\$0.00	\$0.00		\$0.00		\$0.00	
	7215 - Outdoor Ministries	\$1,027.51	\$1,500.00		\$1,928.67		\$2,000.00	
	7220 - Camps Operating Grants	\$6,000.00	\$6,000.00		\$6,000.00		\$6,000.00	
	7225 - Youth & Young Adult	\$99.22	\$500.00		\$300.00		\$500.00	
	7230 - Youth Council	\$1,789.57	\$2,000.00		\$1,348.29		\$2,000.00	
	7235 - Youth Minister's Contract	\$10,544.40	\$11,000.00		\$5,209.16		\$11,000.00	
	7240 - Youth Minister's Expenses	\$1,202.51	\$1,500.00		\$688.82		\$1,500.00	
	7250 - Stewardship: Info & Education	\$0.00	\$0.00		\$0.00		\$500.00	
	Total - 7200 - Discipleship	\$20,710.21	\$22,650.00	\$22,650.00	\$0.00	\$15,474.94	\$500.00	\$23,600.00
	Human Resources							
7300	7305 - Pensions	\$0.00	\$0.00		\$0.00		\$500.00	
	7310 - Shared Ministries	\$500.00	\$500.00		\$500.00		\$500.00	
	7315 - Pastoral Oversight	\$1,111.61	\$1,200.00		\$0.00		\$1,000.00	
	7320 - Pastoral Relations	\$5,924.78	\$8,000.00		\$3,665.80		\$4,000.00	
	7325 - PR Convenors' Honourarium	\$700.00	\$700.00		\$350.00		\$0.00	
	7330 - Education & Students	\$192.60	\$200.00		\$71.34		\$200.00	
	7335 - To Theological Education Fund	\$1,817.05	\$600.00		\$326.10		\$600.00	
	7340 - Spiritual Care Network	\$0.00	\$500.00		\$94.30		\$500.00	
	Total - 7300 - Human Resources	\$10,246.04	\$11,700.00	\$11,700.00	\$94.30	\$5,007.54	\$500.00	\$7,300.00
	General Expenses							
7400	7405 - Meeting Exp - Travel & Meals	\$354.27	\$3,000.00		\$1,897.43		\$3,000.00	
	7415 - Increase to Contingency Fund	\$1,400.00	\$0.00		\$0.00		\$0.00	
	7420 - Gifts & Callings	\$0.00	\$150.00		\$0.00		\$150.00	
	Total - 7400 - General Expenses	\$1,754.27	\$3,150.00	\$3,150.00	\$0.00	\$1,897.43	\$150.00	\$3,150.00
	Leadership Circle							
8000	8015 - Leadership Circle Expenses	\$1,607.97	\$3,000.00		\$676.47		\$3,000.00	
	Total - 8000 - Leadership Circle	\$1,607.97	\$3,000.00	\$3,000.00	\$676.47	\$676.47	\$3,000.00	\$3,000.00
	Surplus to PC Assessments							
		\$11,360.47						
9000	TOTAL EXPENSE	\$178,584.59	\$178,197.00	\$178,197.00		\$113,936.06		\$179,419.00
	NET INCOME	\$2,505.64	\$0.00	\$0.00		\$57,395.72		\$0.00

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