



MINUTES OF EXECUTIVE

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

18 November 2014

TRINITY UNITED CHURCH
VERNON, BRITISH COLUMBIA

PRESENT	Stephen Hershey, Don Seaton, Leslie Stirling (Treasurer), Norma Fraser (Chair), Leslie Ross (Secretary), Ivy Thomas (Conference Minister), Ian Fraser, and Bari Castle. Guest: LeAnn Blackert (Chair, Youth and Young Adults Working Unit)
REGRETS	Reta Robertson and Irene Hart
AUTHORITY & CALL TO ORDER	Pursuant to the authority of the Fall Meeting (October 24-26, 2014) of Kamloops-Okanagan Presbytery (KOP), the Executive of KOP was Called to Order at 10:01 am, at Trinity United Church, Vernon. Norma Fraser (Chair) presided. A quorum was present. Norma Fraser welcomed us.
REFLECTION AND CHECK-IN	Norma Fraser led us in a reflection on hope based on a reading from David Giuliano's <i>Postcards from the Valley</i> that was centred on Matthew 4:23. Our conversation was followed with an opening prayer.
APPROVAL OF AGENDA	Motion: (Ian Fraser / Leslie Stirling) that the agenda be accepted as amended. Carried.
MINUTES OF PREVIOUS MEETING	Motion: (Leslie Ross / Stephen Hershey) that the Executive minutes of 04 September 2014 be adopted as circulated. Carried. Motion: (Leslie Ross / Leslie Stirling) that the Executive minutes of 16 September 2014 be adopted as circulated. Carried.
IRENE HART	Norma Fraser reported that Irene Hart has chosen to resign the position of Human Resources Coordinator effective immediately. Motion: (Don Seaton / Bari Castle) that Presbytery accepts Irene Hart's resignation with regret and that the Executive express its appreciation for her faithful service to Presbytery. Carried. A card was circulated for the Executive to sign. Gifts and Callings Working Unit has been informed of the vacancy.
BUSINESS ARISING FROM THE MINUTES	<ul style="list-style-type: none"> • Conference Executive Representative: Katie Purych at the BC Conference Office has been informed that Ian Fraser had been appointed to serve until the rise of BC Conference in 2015. • General Council Commissioner: Jake Highfield's position on General Council is not affected by his move to Alberta. Correspondence has been received from Doug Goodwin informing the Secretary that Jake Highfield has resigned from the BC Conference Executive. Therefore, there is no need to ensure that he is on the Roll of Presbytery.
CORRESPONDENCE	<ul style="list-style-type: none"> • E-mail from Doug Goodwin, Executive Secretary BC Conference, dated October 21, 2014, responding to the Secretary's e-mail to Katie Purych requesting clarification about whether Jake Highfield's move to Alberta impacts his position as a General Council Commissioner. • E-mail from Brenda Wolff, Program Assistant to the Personnel Minister, dated October 24, 2014, providing the following information pertinent to Kamloops Okanagan Presbytery through the Pastoral Relations Working Group Minutes: <ul style="list-style-type: none"> ○ The Congregational Designated Ministry position at Trinity United Church in Vernon has been approved. ○ The Ministry Profile Search Report for Revelstoke United Church has been accepted and a vacancy for a ¾ time Minister (full-time for 9 months of a year) has been declared.

Ivy Thomas informed the meeting that the declaration of a vacancy was incorrect and that the BC Conference Office has been informed of the error.

- E-mail from Doug Goodwin, Executive Secretary BC Conference, dated October 28, 2014, providing the process for the election of commissioners to the 42nd General Council meeting. Presbytery nominations need to be received by the BC Conference office by April 30, 2015.
- Letter from Rev. Mark Malek, dated October 31, 2014, requesting a transfer of membership from Northern Lights Presbytery in the Alberta Northwest Conference to Kamloops-Okanagan Presbytery.
The Secretary has forwarded the information to Brenda Wolff so that the paperwork may be completed.
- Letter from Leslie Stirling, Secretary of the North Thompson Pastoral Charge, dated November 16, 2014, requesting that Presbytery approve the North Thompson Pastoral Charge and Clearwater United Church becoming an Ecumenical Shared Ministry, the name change for Clearwater United Church to Trinity Shared Ministry, and the ESM Agreement and Bylaws

**YOUTH MINISTER
POSITION**

LeAnn Blackert reported that the resignation of Joanne Koster as Kamloops-Okanagan Presbytery's Youth Minister as a result of her obtaining other employment surprised the Youth and Young Adult Working Unit. LeAnn Blackert and Bari Castle met with Joanne Koster in October to discuss the Youth Minister position and to gather her impressions of the current and future needs for Presbytery youth work. LeAnn Blackert also met with Youth Council during Fall Presbytery to discern with them what they considered necessary.

In making recommendations, she noted that Presbytery could not be the employer. The Youth Minister must either be an employee of BC Conference or a congregation. The recommendation is that the position of Youth Minister be filled as soon as possible using the current job description with the understanding that the position is for 330 hours per year with an addition for continuing education of up to 20 hours per year.

Discussion took place regarding the advantages and disadvantages of the person being employed by BC Conference or a congregation. Bari Castle reported that she had discussed this with individuals involved in youth ministry at the Conference level. Their preference was that it be a Conference position. The consensus of the Executive was that our preference would be to find a congregation that would be willing to be the employer of the Youth Minister. The Treasurer explained that this had been done in the past with the Treasurer reimbursing the congregation for the costs associated with salary and benefits plus an occasional amount to compensate the congregation for providing payroll services and the Treasurer paying the expenses of the Youth Minister.

Motion: (Don Seaton / Leslie Stirling) that Youth and Young Adults Working Unit proceed with the hiring of a Youth Minister within the parameters of the budget using the current job description. **Carried.**

Motion: (Don Seaton / Ian Fraser) that LeAnn Blackert be given the authority to appoint two individuals to the Youth and Young Adults Working Unit for the purpose of doing the work of hiring a Youth Minister. **Carried.**

LeAnn Blackert also requested that Presbytery consider setting up a bursary fund for youth to assist them attending events.

COORDINATOR REPORTS

ADMINISTRATION

Don Seaton reported.

- Property and Manse:
 - Plura Hills United Church is dealing with an easement issue.
- Home Missions:
 - Bruce Comrie, KOP Home Missions Convener, has reported the decisions of the BC Conference Home Missions Committee meeting regarding Mission Support Grants. St. Andrew's and St. Mary's, Lillooet has been granted its \$4,500 request; North Thompson Pastoral Charge, its \$14,000 request. Lumby United Church had requested \$7,000 and will

not receive any grant.

- Understandably, the Lumby congregation is feeling really let down. Bruce Comrie and Ivy Thomas sent a pastoral letter and will be visiting the congregation. Ivy Thomas reported that she has had a conversation with Lily Watson, informing her that there are special project funding grants that may be available to assist with some of the congregation's specific projects.
- Don Seaton noted that other congregations were also interested in Mission Support Grants but, after conversations with Bruce Comrie, chose to not apply.
- Bruce Comrie is at the end of his second term. Gifts and Callings has been informed that the position will become vacant at the rise of the 2015 BC Conference meeting.

- Treasurer:

Motion: (Leslie Stirling / Ian Fraser) that the financial report of November 18, 2014 be accepted as presented. **Carried.**

Leslie Stirling will examine how to report the Rural Ministry Fund. The financial report is appended to the minutes.

Motion: (Leslie Stirling / Stephen Hershey) that Mount Paul United Church be granted the sum of \$3,000 in recognition of the Youth Ministry work done in 2014 that Rev. LeAnn Blackert is doing on behalf of Presbytery. **Carried.**

HUMAN RESOURCES Norma Fraser reported on behalf of Irene Hart. Only Education and Students had anything to bring forward to the Executive.

- Education and Students: There is a need to consider how to best deal with the motions that were tabled at Fall Presbytery. It was noted that these motions do not need to be brought off the table; totally new motions that take into consideration the discussion at Presbytery may be presented. It was suggested that the motions could be brought to the Executive. Norma Fraser will contact Susan Sullivan. Ivy Thomas reported that there will be a letter coming from BC Conference regarding funding for students.

DISCIPLESHIP Bari Castle reported, beginning with expressing appreciation to the Secretary for providing her with contact information for those in her portfolio. Only Outdoor Ministries had anything to bring forward to the Executive.

- Outdoor Ministries:
Lorraine Powell is hoping that every congregation would have a camping representative named with that person undertaking animating camping ministry in the congregation. Don Seaton noted that the Camp Grafton website seems to have disappeared. He asked Bari Castle to inform Lorraine Powell that the Communications Working Unit would be willing to help Camp Grafton with any technological issues they may be experiencing with its website.

There is a sense of some fragmentation within the Discipleship portfolio. Bari Castle hopes that there would be a possibility of a Skype call so that there could be sharing of information and discovery of any common work.

Bari Castle excused herself shortly after giving her report because she had another meeting to attend.

DISCUSSION REGARDING THE ROLE OF COORDINATORS After observing the movement into the meeting time for Working Units at Fall Presbytery, Norma Fraser wondered whether the Coordinators could have a more active role in facilitating the time for Working Units. One possibility would be to have the Coordinators involved in the orientation for newcomers. Stephen Hershey also spoke about the support for Coordinators that had been one of the roles of the Chair of the Management Team. That provision will have been lost, and he wondered whether it should become one of the roles of the Vice-chair of Presbytery.

CONFERENCE MINISTER Ivy Thomas reported.

- The Presbytery Pastoral Relations Working Unit has met to consider the void left with the resignation of the members of the Spiritual Care Network and to determine what interim work

needs to be done. The Working Unit is willing to provide on-call pastoral care for clergy until decisions are made as to how Presbytery will provide support for clergy. The Working Unit has some ideas that it will present to the Leadership Circle. A letter will be sent to clergy informing them of the on-call pastoral care service. The Executive affirms that the Pastoral Relations Working Unit continue with this work as it has been reported by Ivy Thomas.

- Even with all the changes that are happening as a result of BC Conference's pilot project, there is not a new job description for the Conference Minister. One of the main focuses is still to be a resource to the Presbytery Executive. Since the Leadership Circle is no longer part of the Executive, there was discussion as to whether there is still a desire to have her sit on the Leadership Circle. It was acknowledged that is difficult to completely separate ministry personnel issues and congregational concerns, so having her continue on the Leadership Circle would be an excellent way to keep some cohesion between the two.
- General Council has approved her sabbatical for April 12 to July 11, 2015. Some of her work during the sabbatical will be taking a series of five courses concerning conflict coaching; taking an intensive writing course; researching and writing a book regarding congregational and clergy care in changing times; and writing a series of booklets, in conjunction with PeerSpirit, for using circle conversations in congregations. Because of the timing for applying for one of the courses, permission for using some of next year's continuing education money early was requested.
Motion: (Leslie Stirling / Don Seaton) that the Conference Minister Expense Fund be allowed to run over budget up to \$2,000. **Carried.**
- Regarding vacancies at the Oliver and Okanagan Falls United Churches, she noted that Wade Lifton is doing his Education Student Ministry there and the congregations have begun the Ministry Profile Search Report process. Stephen Hershey will share with Norma Fraser the ideas that he has and is ready to share with his own congregation regarding pastoral leadership in the southern region of Presbytery for her to take to the Leadership Circle.

LUNCH Leslie Stirling led us in a sung grace prior to lunch.

LEADERSHIP CIRCLE Norma Fraser reported that the Leadership Circle would be meeting on November 27, 2014 to evaluate the work done to date and to examine the evaluations from Fall Presbytery.

NEW BUSINESS

EVALUATION OF FALL PRESBYTERY Norma Fraser presented the compilation of the evaluations from Fall Presbytery in which presbyters had been asked to list three items that worked well and one item that should be done differently. There was agreement that the circle approach needed to be continued when Presbytery moved into discussion. The orientation for newcomers should include more information about the Working Units and how circles are used for discussion.

RESPECT FOR LOCAL ARRANGEMENTS COMMITTEE AND THE REGISTRAR Stephen Hershey reported on a variety of courtesy and respect issues that the Registrar has been experiencing. Some examples include not registering on time, changing one's mind at the last minute regarding billeting, not showing up when registered without having made any contact with the Registrar, expecting that the Registrar would deal with whether individuals have the right to vote or not, individuals not forwarding information or concerns about registration to the Registrar that they have received from others, and individuals not contacting the Registrar when they are unable to attend. Leslie Stirling, in her role of being the contact for local arrangements for Fall Presbytery, highlighted a couple of outcomes of the lack of respect. Being a small community meant the need to ask people outside the church community to billet based on the original numbers given by the Registrar. That extra effort of finding enough billets for the original numbers would not have been required if individuals had not changed their minds about where they would stay after they registered or had not come without letting anyone know of that decision. Also, a few individuals who volunteered to have a billet would not have needed to arrange their lives and homes so they could be a host. Had food been purchased based on the number of people registering on time rather than the average attendance, there would have only been sufficient food for about two-thirds of those present.

There was agreement that some education was needed. A suggestion was made to consider having an early (actually an on time) registration fee of \$40.00 and a higher fee, perhaps \$60.00, for registrations made after the deadline.

NOTICE OF MOTION Norma Fraser will contact Laura Turnbull to get the wording of her motion so that it can be included in Spring Presbytery's agenda.

NORTH THOMPSON PASTORAL CHARGE The Secretary will forward the correspondence from the North Thompson Pastoral Charge to Harvie Barker, Chair of the Shared Ministry Working Unit, for information. Don Seaton will contact him and draft motions to be brought to the next Executive meeting.

NARAMATA CENTRE Stephen Hershey chaired this portion of the meeting. Norma Fraser provided an update regarding Naramata Centre's fundraising campaign. As of Friday, November 14th, \$221,000 of the \$500,000 amount needing to be raised by the end of November had been raised or pledged. After giving the update, Norma Fraser and Ian Fraser excused themselves from the meeting.

Motion: (Leslie Ross / Leslie Stirling) that an amount of \$2,000 from the contingency fund be pledged to Naramata Centre. **Carried.**

Discussion took place about possible fun fundraising by Presbytery.

Norma Fraser and Ian Fraser returned to the meeting and Norma Fraser resumed the chair.

INFORMATION ITEMS

PRESBYTERY MEETINGS	Year	Spring Presbytery		Fall Presbytery	
		Date	Place	Date	Place
	2015	February 13 - 15	Penticton United	October 23 - 25	Mount Paul United, Kamloops
	2016	February 19 - 21	St Mary's, Sorrento	October 21 - 23	TBA

NEXT MEETING The next meeting of the Executive will be on January 12, 2015 beginning at 11 am at First United in Salmon Arm. There is an understanding that the meeting could go until 4 pm. Recognizing that not all of this meeting's agenda items were discussed, the following will be included in January 12th's agenda: how parts of our organizational structure are named, Executive elections and appointments to be considered at Spring Presbytery, election of General Council Commissioners, and policy amendments.

ADJOURNMENT The meeting adjourned at 1:45 pm. Stephen Hershey closed the meeting with a blessing.

Norma Fraser, Chair

Leslie Ross, Secretary

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Kamloops-Okanagan Presbytery
Financial Report to Executive - November 18, 2014

Year To Date 2014 Total Budget 2014 Total

	Year To Date 2014	Total	Budget 2014	Total
4000 - Income				
4115 - Bank Interest	\$428.42		\$400.00	
4120 - Pastoral Charge Assessments	\$138,757.83		\$160,949.00	
4130 - Covenanting Service Offering	\$696.10		\$600.00	
4145 - BC Conference Travel Grants	\$9,248.00		\$9,248.00	
4190 - Spring Presbytery Registration	\$2,795.00		\$3,500.00	
4195 - Fall Presbytery Registration	\$2,210.00		\$3,500.00	
4200 - Unbudgeted Income	\$48,558.98		\$0.00	
TOTAL INCOME	\$202,694.33			\$178,197.00

EXPENSE

5000 - BC Conference				
5210 - BC Conference Basic Allocation	\$73,595.00		\$73,595.00	
5211 - BC Conference Meeting	\$14,272.00		\$14,272.00	
5220 - BC Conference Chaplaincy	\$8,995.00		\$8,995.00	
Total - 5000 BC Conference	\$96,862.00			\$96,862.00

6000 - KO Presbytery

6235 - KOP Conference Minister's Exp.	\$8,815.17		\$12,500.00	
6242 - KOP Youth to General Council	\$215.00		\$215.00	
6250 - KOP Registrar	\$0.00		\$100.00	
6261 - Spring Delegates' Travel	\$4,054.07		\$5,000.00	
6262 - Spring Presbytery Non-Travel	\$4,345.00		\$5,250.00	
6263 - Fall Delegates' Travel	\$5,843.32		\$5,000.00	
6264 - Fall Presbytery Non-Travel	\$3,613.90		\$5,250.00	
Total - 6000 KO Presbytery	\$26,886.46			\$33,315.00

7100 - Administration

7105 - Secretary's Honourarium	\$350.00		\$700.00	
7100 - Secretary's Expenses	\$24.16		\$400.00	
7115 - Treasurer's Honourarium	\$350.00		\$700.00	
7120 - Treasurer's Expenses	\$359.83		\$400.00	
7125 - Bank Charges	\$289.00		\$350.00	
7130 - Review of Presbytery Accounts	\$0.00		\$420.00	
7135 - Property & Manses Committee	\$0.00		\$100.00	
7140 - Home Missions	\$9.20		\$200.00	
7145 - Communications	\$2,674.50		\$3,500.00	
Total - 7100 - Administration	\$4,056.69			\$6,770.00

7200 - Discipleship

7205 - Worship Animations	\$0.00		\$150.00	
7215 - Outdoor Ministries	\$1,928.67		\$1,500.00	
7220 - Camps Operating Grants	\$6,000.00		\$6,000.00	
7225 - Youth & Young Adult	\$591.02		\$500.00	
7230 - Youth Council	\$1,348.29		\$2,000.00	
7235 - Youth Minister's Payroll	\$5,209.16		\$11,000.00	
7240 - Youth Minister's Expenses	\$688.82		\$1,500.00	
Total - 7200 - Discipleship	\$15,765.96			\$22,650.00

Financial Report to November 18, 2014 - continued

Year To Date 2014 Total Budget 2014 Total

7300 - Human Resources				
7310 - Shared Ministries	\$500.00		\$500.00	
7315 - Pastoral Oversight	\$0.00		\$1,200.00	
7320 - Pastoral Relations	\$4,762.70		\$8,000.00	
7325 - PR Convener's Honourarium	\$350.00		\$700.00	
7330 - Education & Students	\$71.34		\$200.00	
7335 - To Theological Education Fund	\$696.10		\$600.00	
7340 - Spiritual Care Network	\$94.30		\$500.00	
Total - 7300 - Human Resources	\$6,474.44			\$11,700.00

7400 - General Expenses

7401 - Chairperson's Expenses	\$275.00		\$750.00	
7405 - Meeting Expenses	\$2,571.60		\$3,000.00	
7420 - Gifts & Callings	\$0.00		\$150.00	
Total - 7400 - General Expenses	\$2,846.60			\$3,900.00

8000 - Leadership Circle

8015 - LC Meeting Expenses	\$1,390.43		\$3,000.00	
Total - 8000 - Leadership Circle	\$1,390.43			\$3,000.00
9000 - Unbudgeted Expenses	\$48,530.00			
TOTAL EXPENSE	\$202,812.58			\$178,197.00

NET INCOME

(\$118.25) \$0.00

KOP - Operating Funds	\$29,287.11			
Reserve & Holding Accounts			Chequing	\$21,216.98
Camps - Operating	\$6,700.17		Investment Savings	\$47,778.07
Peace & Justice WU	\$1,859.61		Petty Cash - Conf Minister Shares	\$3,625.00
Shared Ministries - Holding	\$3,168.31		Total Funds on Deposit	\$23,12
Faith Development Fund	\$8,012.90			
Theological Education	\$7,180.75			
Youth to GC	\$2,200.09			
Contingency	\$10,000.00		Accounts Receivable	\$22,191.17
CM Discretionary Fund	\$845.00			
KOP Youth Council	\$3,389.23			
Total Holding	\$43,356.06			
Total Funds on Deposit	\$72,643.17			