



## MINUTES OF EXECUTIVE

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

07 October 2015  
via Video Web Conference

<b>PRESENT</b>	Ken Jones (Chair), Ian Fraser, Stephen Hershey, Leslie Ross (Secretary), Don Seaton, Leslie Stirling (Treasurer), Ivy Thomas (Conference Minister), and Peggy Whitley
<b>REGRETS</b>	Bari Castle and Marion Hollingshead
<b>AUTHORITY &amp; CALL TO ORDER</b>	Pursuant to the authority of the Spring Meeting (February 13-15, 2015) of Kamloops-Okanagan Presbytery (KOP), the Executive of KOP was Called to Order at 2:03 pm. Ken Jones (Chair) presided. A quorum was present.
<b>REFLECTION AND CHECK-IN</b>	Ken Jones led us in a reflection based on a reading from Eileen Caddy.
<b>APPROVAL OF AGENDA</b>	<b>Motion: (Ian Fraser / Leslie Stirling)</b> that the agenda be adopted. <b>Carried.</b>
<b>MINUTES OF PREVIOUS MEETING</b>	<b>Motion: (Leslie Ross / Don Seaton)</b> that the Executive minutes of 03 September 2015 be adopted as circulated. <b>Carried.</b>
<b>BUSINESS ARISING FROM THE MINUTES</b>	
<b>PRESBYTERY MEMBERSHIP POLICY</b>	<b>Motion: (Leslie Ross / Don Seaton)</b> that Policy 1.6 titled <i>Presbytery Membership</i> replace Policy 1.6 titled <i>Delegates to Presbytery</i> and be accepted as discussed. <b>Carried.</b> The approved policy is attached [Appendix 1, pages 4-7].
<b>CONGREGATION VITALITY RESOURCE</b>	<b>Motion: (Leslie Ross / Stephen Hershey)</b> that Kamloops-Okanagan Presbytery appoint Armand Houle to facilitate the process to develop the implementation of the Congregation Vitality Resource and to report back to the Executive from time to time. <b>Carried.</b>
<b>AGENDA FOR FALL PRESBYTERY</b>	Ken Jones reported on the planning done by the Leadership Circle. The theme times will consist of the following presentations: <ul style="list-style-type: none"> <li>• Friday evening: Doug Goodwin presenting and receiving feedback and ideas on the possibility of BC Conference developing a test project for a three court system</li> <li>• Saturday morning: Leadership Circle facilitating presentations on alternative ways of being pastoral charges</li> <li>• Saturday afternoon: General Council commissioners reporting their experiences and the decisions of General Council 42</li> </ul> <p>The Worship Animation Working Unit has a theme based on the Leadership Circle's planning and is developing worship.</p> <p>Ken Jones and Leslie Ross will develop an agenda based on this information and circulate it to the Executive and the chairs of the Leadership Circle and Worship Animation Working Unit for feedback.</p>
<b>CORRESPONDENCE</b>	<ul style="list-style-type: none"> <li>• E-mail from Brenda Wolff, Program Assistant to the Personnel Minister, dated September 15, 2015, providing the following information pertinent to Kamloops-Okanagan Presbytery through the Pastoral Relations Working Group minutes: <ul style="list-style-type: none"> <li>○ Record of Call and Transfer: Jenny Carter (Ordained Minister) to First United, Salmon Arm, Full Time starting July 1, 2015, being transferred from Cariboo Presbytery</li> </ul> </li> </ul>

- Record of Appointment: Pieter LeRoux (Ordained Supply – Admissions) to Oliver United Church, Full Time from October 1, 2015 to June 30, 2018
- Record of Transfer: Michele Rowe from River Bend Presbytery, Saskatchewan Conference effective July 1, 2015
- Retained on the Roll: Catherine Paterson-Seguín from July 1, 2015 to June 30, 2016
- Letter from David Armour, Cheryl Curtis, and Susan Graham Walker of the General Council office dated August 2015 providing stewardship and M&S resources
- E-mail from Jillian Thompson, Administrative Assistant, Trinity United, Vernon, dated September 18, 2015 regarding Kamloops-Okanagan Presbytery's banner
- E-mail from Ian Fraser, dated September 27, 2015, offering to present a Climate Change Workshop at Presbytery
- E-mail from Norma Fraser, dated October 4, 2015, requesting agenda time at Fall Presbytery to give an update on Naramata Centre.

**REPORTS****COORDINATORS**

**ADMINISTRATION** Don Seaton reported.

- **Grants**

The Grant Committee met on the morning of October 7, 2015. It approved a Technology Grant application from Naramata Community Church for the sum of \$754.00 (total project cost \$1,508.00) for the purchase of tablet, printer, router and accessories to replace obsolete church office equipment.

- **Property and Manse**

Don Seaton will be looking after this portfolio.

**TREASURER'S REPORT** There was no report because one will be given at the Fall Presbytery meeting.

**DISCIPLESHIP** There was no report.

**HUMAN RESOURCES** • **Educational Support Committee:**

**Motion:** (Don Seaton / Leslie Stirling) that an Educational Fund for Church Leadership be established for offerings given at covenanting services to assist both lay and those in paid accountable ministry with the costs of education and that this Fund be administered by the Educational Support Committee. **Carried.**

Ivy Thomas will seek information and clarification from Doug Goodwin regarding offerings at covenanting services and expenditures from reserve funds that have been established with a specific purpose before a decision on the proposed policy for the Theological Education Fund written by the Education Support Committee will be made.

**CONFERENCE MINISTER** There was no report.

**CONFERENCE** There was no report.

**EXECUTIVE  
REPRESENTATIVE**

**GIFTS AND CALLINGS** There was nothing new to report.

**LEADERSHIP CIRCLE** Ken Jones reported. The Leadership Circle met September 17, 2015. Plans for a Rural Ministry Event to possibly take place in April were underway. Dr. Leonard Sweet has been approached to be the theme speaker. Funding sources were being explored and, if the event was to be accessible to other presbyteries, there was a possibility that it could become a LeaderShift event.

A variety of short presentations were being organized for the Saturday morning Fall Presbytery theme time.

**NEW BUSINESS**

- CORRESPONDENCE** • The Presbytery banner will be brought to the Fall Presbytery meeting.
- ITEMS** • Ian Fraser's offer to present a Climate Change Workshop at Presbytery will be forwarded to the

Leadership Circle.

- Time will be made in the Fall Presbytery agenda for Norma Fraser to give an update on Naramata Centre.

**COVENANTING SERVICES** The Secretary will inform the congregations planning covenanting services prior to Fall Presbytery about the new Educational Fund for Church Leadership. Don Seaton will be ready to represent Presbytery at the covenanting service for Jenny Carter and First United, Salmon Arm in case Ken Jones is unable to get there for the start of the service since it will be his first Sunday at Okanagan Falls and Oasis United Churches. Stephen Hershey will represent Presbytery at the covenanting service for Ken Jones, Oasis United Church, and Okanagan Falls United Church.

**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	Summerland United Church
2017	February 17-19	TBA	October 20-22	TBA

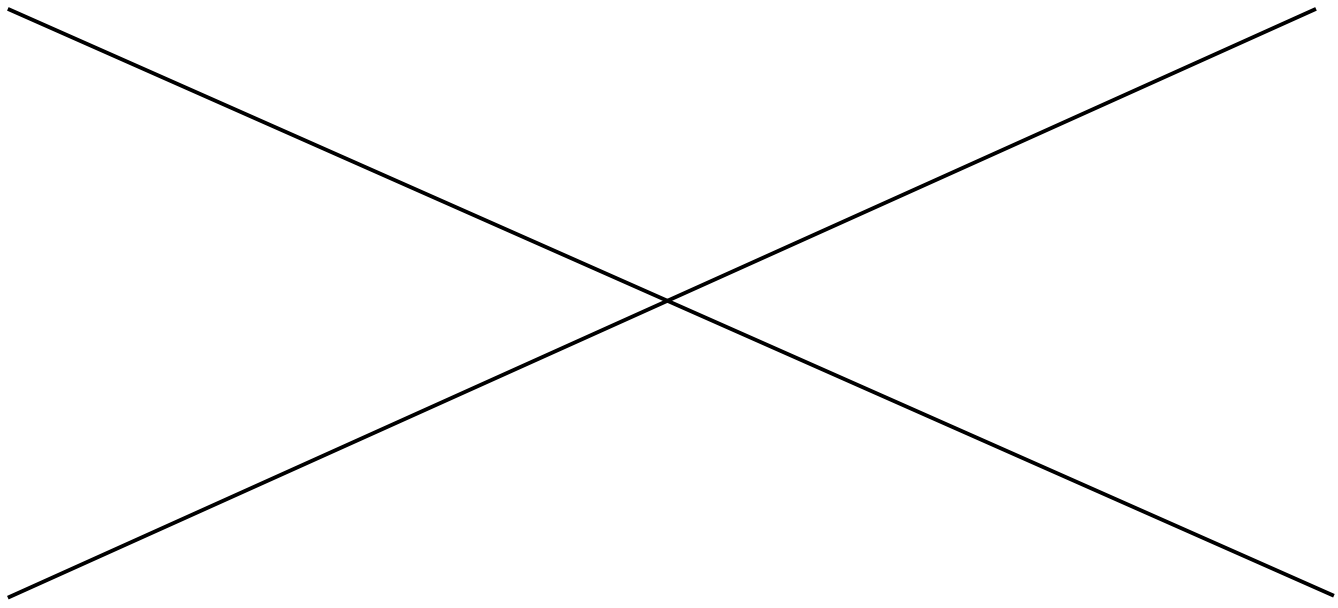
**NEXT MEETING** Ivy Thomas will use Meeting Wizard to help us determine the date of the next meeting. She will try for the week of November 9<sup>th</sup> and early December.

**ADJOURNMENT AND CLOSING** The meeting adjourned at 3:25 pm. Don Seaton offered blessings to Ken Jones in his time of transition to new pastoral charges as well as for the actual move itself. Ivy Thomas led us in a closing prayer that included thanks for those developing and providing innovative technology.

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Ken Jones, Chair

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Leslie Ross, Secretary

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## Appendix 1

<b>POLICY NUMBER:</b> 1.6	<b>DATE ADOPTED:</b> September 25, 2006
<b>POLICY TYPE:</b> General	<b>DATE AMENDED:</b> October 7, 2015
<b>POLICY TITLE:</b> Presbytery Membership	

## Presbytery Membership

### Mission (Ends)

To further the stated mission of Kamloops-Okanagan Presbytery and to ensure good communication between Presbytery and congregations.

### Description

Kamloops-Okanagan Presbytery consists of members of the order of ministry and lay members of the United Church. Inclusion in the membership of Presbytery is governed by the by-laws of C.1 of *The Manual* of the United Church of Canada. Members have both voice and vote. Corresponding members have voice but not vote.

Members of the order of ministry include

- those who have been settled in pastoral charges in this Presbytery by the BC Conference Pastoral Relations Working Group,
- those who have been appointed by the BC Conference Pastoral Relations Working Group to serve a pastoral charge in Presbytery,
- those who have been appointed to a United Church position by General Council or BC Conference within the bounds of Presbytery,
- those who serve in a Presbytery recognized ministry,
- those who are retired, and
- those who have been retained on the roll of Presbytery.

Lay members are full members of the United Church and include

- designated lay ministers who have been appointed by the BC Conference Pastoral Relations Working Group to serve a pastoral charge in Presbytery,
- candidates who have been appointed by the BC Conference Pastoral Relations Working Group to serve a pastoral charge in Presbytery,
- those elected by congregations on the following basis:
  - one representative from each congregation with 100 or fewer resident members
  - two representatives from each congregation with 101 to 200 resident members
  - three representatives from each congregation with 201 to 300 resident members
  - four representatives from each congregation with more than 300 resident members,
- up to eight (8) youth (age 13 to 18) representatives,
- past Moderators who live in the Presbytery, and
- up to ten (10) members at large who have been appointed by Presbytery.

Corresponding members include

- candidates from Presbytery who have not been appointed to serve a pastoral charge,
- one representative from the governing body of each camp or outdoor ministry programme in the Presbytery that is owned or operated by the United Church or is an incorporated ministry of the United Church, and
- members of Youth Council who have not been elected as lay representatives of a congregation nor appointed by Presbytery as youth representatives to Presbytery.

### **Selection**

In most instances, the selection of individuals to be members of Presbytery is determined by being on the list of those who are included as members of the order of ministry and lay members. However, some categories require further explanation.

- **Retired members of the order of ministry:** Those retiring while being members of this Presbytery remain as members of this Presbytery until such time as their membership is transferred to another Presbytery. Those retiring while being members of another Presbytery become members of this Presbytery once a transfer has been approved by the BC Conference Pastoral Relations Working Group.
- **Lay representatives from congregations:** Congregations are encouraged to elect both lay representatives and alternates so that if a lay representative is unable to attend a meeting of Presbytery, the congregation will still have a qualified person to attend on behalf of the congregation. Alternate lay representatives may still attend when the lay representative attends but are not eligible to vote on matters before the Court. If the Court grants corresponding privileges to visitors and guests, then the alternate lay representatives will have voice. Alternate lay representatives may not serve as an alternate for a member of the order of ministry. Congregations are encouraged to have the term of their lay representative to be two or three years.
- **Youth representatives:** These representatives are appointed by Presbytery based on the recommendations of Youth Council and the Youth and Young Adults Working Unit. If a congregation has elected a lay representative that fits the age group of youth, that person is considered to be a lay representative from a congregation and would not be considered for appointment as a youth representative. Once appointed, these representatives have both voice and vote.
- **Members at Large:** When specific skills are needed for the work of Presbytery that cannot be filled from the existing roll, these lay members are appointed or elected by Presbytery to be members of Presbytery on the recommendation of the Gifts and Callings Working Unit or the Executive. Positions and roles where this would be necessary include but are not limited to
  - member of the Executive,
  - member of Gifts and Callings Working Unit, and
  - member of the Leadership Circle.

Their appointment as a member at large would continue until such time as they are no longer serving in a position or role in Presbytery that requires them to be a

member of Presbytery or they are elected to be a lay representative from a congregation.

### **Quorum**

In determining quorum, lay designated ministers and candidates who have been appointed by the BC Conference Pastoral Relations Working Group to serve a pastoral charge in Presbytery are included with members of the order of ministry.

### **Responsibilities of Presbyters**

- To regularly attend the meetings of Presbytery (two weekends a year, normally in October and February, extending from Friday afternoon until, at the least, following worship on Sunday) and the General Meeting of BC Conference
- To regularly report to the congregation and to the Board/Council of the congregation about the decisions, work, and ministry of Presbytery
- To ensure that alternate lay delegates are kept informed of the work of Presbytery so that they may be ready to attend Presbytery meetings when the lay representative is unable to attend
- To educate the congregation on the work of the wider church
- To share the joys and concerns of the congregation with Presbytery
- To seek information from the appropriate individuals, Working Units, or Executive of Presbytery in order to answer questions for the congregation
- To serve on a Working Unit of or another position/responsibility in Presbytery which may include other meetings and responsibilities between Presbytery meetings
- To register for Presbytery meetings or to send regrets to the Registrar by the published deadline
- To vote according to conscience and the movement of the Spirit, not as representatives of their congregation
- To ensure that congregational obligations to the wider church have been met, such as the filing of the National Statistics and submitting the congregation's Mission and Service Fund objective
- To ensure that the Secretary of Presbytery has current contact information, including address, phone number, and e-mail address and to inform the Secretary when the congregation has elected new lay and alternate lay representatives, providing the Secretary with contact information for the new representatives

These responsibilities are not obligatory for retired members of the order of ministry nor for those who have been retained on the roll.

### **Attributes of a Presbyter**

- Regularly participates in worship and other aspects of church life
- Is committed to the life and ministry of a particular congregation
- Is interested in the work and mission of the wider United Church
- Is willing to take on Presbytery work outside of Presbytery meetings, such as
  - sharing information that comes from Presbytery with appropriate individuals and committees,
  - being involved with a Working Unit between Presbytery meetings,

- encouraging individuals in the congregation to become contacts for the congregation for specific work of Presbytery (for example, M&S Enthusiast), and
  - communicating any concerns or questions that the treasurer, Finance Committee, or Board/Council may have about Presbytery's budget proposal with the Treasurer of Presbytery
- Is willing to prepare for meetings of Presbytery and BC Conference by reading published minutes and reports and discussing the contents with appropriate individuals and committees of the congregation or the Board/Council

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