



## MINUTES OF EXECUTIVE

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

8 March 2017  
via Video Web Conference

<b>PRESENT</b>	Stephen Hershey, (Marion Hollingshead, Ken Jones (Chair), Allison Rennie (Conference Minister), Leslie Ross (Secretary), Don Seaton, Leslie Stirling (Treasurer), and Peggy Whitley
<b>REGRETS</b>	Keri Wehlander (Youth and Young Adult Minister)
<b>AUTHORITY &amp; CALL TO ORDER</b>	Pursuant to the authority of the Spring Meeting (February 17-19, 2017) of Kamloops-Okanagan Presbytery (KOP), the Executive of KOP was called to order at 10:06 am. Ken Jones (Chair) presided. A quorum was present.
<b>REFLECTION AND OPENING PRAYER</b>	Ken Jones, noting that the recent lectionary scripture referred to deserts, used part of the Desert Pearl reflection in <i>Pearls of Life</i> to move us into the meeting and led us in prayer.
<b>APPROVAL OF AGENDA</b>	<b>Motion: (Marion Hollingshead / Don Seaton)</b> that the agenda be adopted. <b>Carried.</b>
<b>MINUTES OF PREVIOUS MEETINGS</b>	<b>Motion: (Leslie Ross / Leslie Stirling)</b> that the Executive minutes of 10 January and 24 January 2017 be adopted as circulated. <b>Carried.</b>
<b>BUSINESS ARISING FROM THE MINUTES</b>	<ul style="list-style-type: none"> <li>• <b>KOP Resource Centre</b> Don Seaton reported that all the remaining pieces for closing the Resource Centre have been completed. Leslie Stirling expressed appreciation for the work of Sandi Evans and Don Seaton.</li> <li>• <b>April 5<sup>th</sup> and June 21<sup>st</sup> meeting location</b> Leslie Ross reported that Trinity United, Vernon is available for these two scheduled Executive meetings. Marion Hollingshead noted that she might only be able to join us electronically. Leslie Ross is to extend an invitation to Jenny Carter to attend the April 5<sup>th</sup> meeting.</li> <li>• <b>Notice of Motion</b> Allison Rennie reported she has met with Laura Turnbull and Kathy Hogman regarding their Notice of Motion about Pastoral Relations. The primary concerns are a need to clarify the process and legality regarding shifting responsibilities from Presbytery to Conference, the provision of pastoral support, and the need for communication regarding changes in pastoral relations. The next step will be to have a meeting with them and the Sounding Board to do some imagining around a practical process to deal with the gap especially in mutual support for Ministry Personnel. There is also a need to determine the status of the notice of motion.</li> <li>• <b>Travel Expenses Policy</b> Leslie Ross reported that there is not currently a travel expense policy in the Policy Manual. The policies that are given on the travel claim forms come from motions of the former Management Team and the Executive. Leslie Ross and Leslie Stirling will prepare a draft policy for the next Executive meeting. Allison Rennie will check with her colleagues to see what policies may exist in other presbyteries.</li> <li>• <b>Pulpit Supply Honoraria and Reimbursements</b> Allison Rennie prepared a handout that was distributed at Presbytery. Leslie Ross will include it when the Pulpit Supply list is next circulated.</li> </ul>

- **Leadership Circle Policy and Revisions**

Draft revisions are not yet ready for consideration.

**CORRESPONDENCE**

- E-mails from Brenda Wolff, Program Assistant to the Personnel Minister, dated January 27 and February 24, 2017, providing the following information pertinent to Kamloops-Okanagan Presbytery through completed forms and the Pastoral Relations Working Group minutes:
  - Record of Appointment: Lily Watson (Retired Supply) to Lumby United Church, Lumby, Part Time (11 hours per week) from February 3, 2017 to February 2, 2018.
  - Change in Pastoral Relations: Ken Jones, Okanagan Falls United Church effective January 31, 2017  
Ken Jones noted that there is an error in the date. It should be March 31, 2017. Allison Rennie will contact Brenda Wolff about this.
  - Change in Pastoral Relations: Gloria Christian, St. Andrew's United Church, Enderby effective January 31, 2017
  - The Trinity United Church, Merritt Ministry Profile Search was accepted and a vacancy was declared for a  $\frac{3}{4}$  (0.75 FTE) time Ministry Personnel position effective immediately.
  - Record of Appointment: Elaine Diggle (Retired Supply) to Trinity United Church, Merritt, Part Time (24 hours per week) from January 1 to June 30, 2017.
  - Record of Appointment: Kristin Autio (Candidate Supply) to Plura Hills United Church, Kamloops, Part Time (30 hours per week) from March 1, 2017 to May 31, 2018.
  - Record of Transfer: Carolyn Ronald to Victoria Presbytery effective February 15, 2017
- E-mail from Brenda Wolff, Program Assistant to the Personnel Minister, dated February 2, 2017 regarding information from Karen Millard, Chair, Spiritual Care Network, about a wellness event occurring April 24 – 27, 2017  
The Sounding Board has discussed who the two representatives might be. Bruce Comrie and Pieter Le Roux, upon confirmation, will attend.
- E-mail from Mimi Zuyderduyn, Secretary, Comox-Nanaimo Presbytery, dated March 2, 2017 about materials developed by the Faithful Public Witness Cluster of Comox-Nanaimo Presbytery, in collaboration with KAIROS and with the co-operation of the Contemplative Justice Network of BC Conference, for Water Sunday (3<sup>rd</sup> Sunday in Lent)  
Leslie Ross had forwarded this e-mail to the Worship Animation and Peace and Justice Working Units to provide advice about whether the information should be shared with Presbytery. Juanita Austin responded with some more current information that should be included if the e-mail was to be shared. Based on this experience, the Executive decided that policy needed to be developed to guide what information should be forwarded throughout Presbytery and when it might be appropriate to post some of this information on the website. Discussion will occur at the next Executive meeting.

**REPORTS**

**COORDINATORS**

**ADMINISTRATION** Don Seaton reported.

- **Grants**

The Grants Committee met February 18, 2017. A Technology Support Grant application from St. Andrew's United / St. Mary's Anglican Shared Ministry, Lillooet for \$792.29 to assist in the purchase of two laptops was approved. The application has been forwarded to BC Conference.

- **Communication Working Unit**

A project is underway to update all the presbytery websites to meet a new standard regarding security certificates. As long as no e-commerce is being conducted, there is an application that will provide a free certificate. The work has been done on a half dozen of the websites. The estimated completion time is six (6) weeks.

**TREASURER'S REPORT** Leslie Stirling reported. The Financial Report of March 8, 2017 had been circulated via e-mail.  
**Motion: (Leslie Stirling / Don Seaton)** that the Financial Report of March 8, 2017 be accepted.  
**Carried.**

The Financial Report is attached to these minutes [Appendix 1, page 5].

<b>DISCIPLESHIP</b>	There were no reports.
<b>HUMAN RESOURCES</b>	<ul style="list-style-type: none"> <li>• <b>Records Review Task Group</b> Leslie Stirling reported. St. Paul's Princeton, Cawston United, and Osoyoos United have had reviews completed by Dee Hershey. Oliver United will be reviewed by Dee shortly. Plans are to have at least one third (1/3) of the Pastoral Charges reviewed by the end of the year.</li> <li>• <b>Pulpit Supply List</b> Leslie Ross reported that a revised Pulpit Supply list, using a new format based on the conversations of the last eight months, has been circulated to those on the list so any corrections can be made prior to sending it out to Presbytery within the next few weeks.</li> </ul>
<b>CONFERENCE MINISTER</b>	<p>Allison Rennie reported. The ministry search at Trinity United, Merritt is progressing with interviewing taking place and a conclusion expected to occur soon. Osoyoos is expecting to have a diaconal student to be appointed in the spring. She will be having a meeting soon with St. Andrew's United, Enderby as they begin the ministry search process. She has been meeting with the Okanagan Falls United congregation as it enters into a change in pastoral relations.</p> <p>With respect to oversight work, she reported that the Companionship Task Group for St. Paul's United, Kelowna is doing an excellent job. She is also impressed with the attitude and positive energy that the congregation is bringing to the work. As a result of the Presbytery directive to the Trustees of Oliver United Church regarding the proceeds acquired from the sale of the rental property, the congregation has completed some work around governance and is now ready to begin visioning.</p> <p>She has been working with two regional clusters. The Southern Okanagan – Similkameen cluster has met twice. She will be meeting with the Northern Okanagan cluster again soon. There has been positive energy and an appreciation by the members of the congregations who have met for the opportunities to share ideas. The recognition of common concerns has reduced a sense of isolation. Don Seaton identified that these gatherings would be a good fit with the purpose of the Regional Ministry Fund.</p>
<b>CONFERENCE EXECUTIVE REPRESENTATIVE</b>	<p>Stephen Hershey reported. He would be attending the BC Conference Executive Meeting being held from March 9 – 11, 2017. The Moderator would be meeting with them. Stephen Hershey asked the Executive what we would like him to tell the Moderator about our Presbytery. Some thoughts included our willingness to grapple with big questions, such as "What is the purpose of church?"; that we are prepared to engage in the renewal of church; and that a positive energy exists.</p> <p>Discussion will take place on the results of Presbytery Consultation concerning moving from four (4) courts to three (3). From the information gleaned from the Spring Presbytery evaluations and the seven (7) responses to the internet survey of those who had attended Spring Presbytery, he would be identifying the following themes from KOP:</p> <ul style="list-style-type: none"> <li>• Transferring technical responsibilities, particularly property and legal matters, to Conference made sense.</li> <li>• Concerns were expressed about the amount of centralization that would occur as a result of transferring further responsibilities.</li> <li>• Concern was expressed about ensuring that as changes occur that energy is kept.</li> <li>• Some will experience a time of grieving, as the work that they have done in Presbytery that has been life-giving for them will no longer be needed.</li> <li>• Links and structures involving shared ministries need to be addressed as changes are considered and made.</li> </ul> <p>The BC Conference Executive will determine what will need to go to the BC Conference General Meeting for a decision and what will need to go back to presbyteries for decisions by presbyteries.</p>
<b>GIFTS AND CALLINGS</b>	Peggy Whitley reported. Susan Sullivan needs to step down from the Educational Support Committee. She has organized files to be passed to Bari Castle and Maxine Coffey. During the time that Presbytery may meet during the BC Conference General Meeting in May, Gifts and Callings would like a time to honour those who have completed terms. It was also suggested that it would be an opportunity to covenant with Allison Rennie in her role as KOP Conference Minister.

**LEADERSHIP CIRCLE** Ken Jones reported that the next meeting of the Leadership Circle is April 6, 2017.

**NEW BUSINESS**

**SPRING PRESBYTERY EVALUATION** This will be reported at the next Executive meeting.

**ROLL** Leslie Ross reported that decisions need to be made regarding Youth and Young Adult with respect to the Presbytery Roll. She will provide information for the next meeting of the Executive. It was also noted that Keri Wehlender is not a member of the United Church; therefore, she cannot be a member-at-large. There needs to be an examination of policies to ensure that this will not affect her work.

**INFORMATION ITEMS**

PRESBYTERY MEETINGS	Year	Spring Presbytery		Fall Presbytery	
		Date	Place	Date	Place
	2017	February 17 - 19	Kamloops United	October 20 - 22	Revelstoke
	2018	February 23 - 25	TBA	October 19 - 21	TBA

**NEXT MEETING** The next meeting of the KOP Executive will be on April 5, 2017 at Trinity United, Vernon.

**ADJOURNMENT AND CLOSING** The meeting adjourned at 11:10 am with Ken Jones leading us in prayer in which we remembered in silence those congregations who had been mentioned through the course of our meeting, asking for God’s light and energy to be with them.

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Ken Jones, Chair

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Leslie Ross, Secretary

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Appendix 1

Kamloops-Okanagan Presbytery  
Financial Report to Executive - March 8, 2017

Financial Report to March 8, 2017 - continued

	Year To Date 2017	Total	Budget 2017	Total
<b>INCOME</b>				
<b>4000 - Income</b>				
4115 - Bank Interest	\$41,98		\$300.00	
4120 - Pastoral/Charge Assessments	\$45,435.22		\$154,865.54	
4125 - Previous Year's Deferred Income	\$8,828.46		\$8,828.46	
4130 - Covenanting Service Offering	\$0.00		\$600.00	
4145 - BC Conference Travel Grants	\$9,248.00		\$0.00	
4190 - Spring Presbytery Registration	\$2,530.00		\$3,200.00	
4195 - Fall Presbytery Registration	\$0.00		\$3,200.00	
4200 - Unbudgeted Income	\$0.00		\$0.00	
<b>TOTAL INCOME</b>		<b>\$56,835.66</b>		<b>\$180,242.00</b>

	Year To Date 2017	Total	Budget 2017	Total
<b>EXPENSE</b>				
<b>5000 - BC Conference</b>				
5210 - BC Conference Basic Allocation	\$24,822.00		\$74,470.00	
5211 - BC Conference Meeting	\$4,663.00		\$13,987.00	
5220 - BC Conference Chaplaincy	\$2,935.00		\$8,805.00	
Total - 5000 BC Conference		\$32,420.00		\$97,262.00

	Year To Date 2017	Total	Budget 2017	Total
<b>6000 - KO Presbytery</b>				
6235 - KOP Conference Minister's Exp.	\$2,661.71		\$15,000.00	
6242 - KOP Youth to General Council	\$0.00		\$800.00	
6250 - KOP Registrar	\$12.25		\$100.00	
6264 - Spring Delegates' Travel	\$4,574.03		\$4,500.00	
6269 - Spring Presbytery Non-Travel	\$3,946.00		\$4,000.00	
6263 - Fall Delegates' Travel	\$0.00		\$6,750.00	
6264 - Fall Presbytery Non-Travel	\$0.00		\$4,000.00	
Total - 6000 KO Presbytery		\$11,193.99		\$35,150.00

	Year To Date 2017	Total	Budget 2017	Total
<b>7100 - Administration</b>				
7105 - Secretary's Honourarium	\$0.00		\$700.00	
7100 - Secretary's Expenses	\$0.00		\$300.00	
7115 - Treasurer's Honourarium	\$0.00		\$700.00	
7120 - Treasurer's Expenses	\$73.59		\$600.00	
7125 - Bank Charges	\$55.00		\$330.00	
7130 - Review of Presbytery Accounts	\$0.00		\$1,000.00	
7135 - Property & Manages Committee	\$0.00		\$100.00	
7140 - Home Missions	\$0.00		\$200.00	
7145 - Communications	\$3,173.25		\$3,000.00	
Total - 7100 - Administration		\$3,301.84		\$6,930.00

	Year To Date 2017	Total	Budget 2017	Total
<b>7200 - Discipleship</b>				
7205 - Worship Animations	\$195.00		\$1,000.00	
7215 - Outdoor Ministries	\$0.00		\$2,000.00	
7220 - Camps Operating Grants	\$0.00		\$6,000.00	
7225 - Youth & Young Adult	\$0.00		\$500.00	
7230 - Youth Council	\$0.00		\$2,000.00	
7235 - Youth Minister's Payroll	\$2,400.00		\$11,000.00	
7240 - Youth Minister Expenses	\$0.00		\$1,500.00	
7250 - Stewardship - Info & Educ	\$0.00		\$500.00	
7255 - Christian Formation	\$0.00		\$200.00	
Total - 7200 - Discipleship		\$2,595.00		\$23,800.00

	Year To Date 2017	Total	Budget 2017	Total
<b>7300 - Human Resources</b>				
7305 - Pensions	\$0.00		\$500.00	
7310 - Shared Ministries	\$0.00		\$0.00	
7320 - Pastoral Relations	\$642.26		\$10,000.00	
7330 - Educational Support	\$0.00		\$150.00	
7335 - To Educ Fund for Church Leaders	\$0.00		\$600.00	
Total - 7300 - Human Resources		\$642.26		\$11,250.00

	Year To Date 2017	Total	Budget 2017	Total
<b>7400 - General Expenses</b>				
7401 - Chairperson's Expenses	\$0.00		\$750.00	
7405 - Meeting Expenses	\$251.12		\$2,500.00	
7420 - Gifts & Callings	\$0.00		\$1,000.00	
Total - 7400 - General Expenses		\$251.12		\$3,350.00

	Year To Date 2017	Total	Budget 2017	Total
<b>8000 - Leadership Circle</b>				
8015 - LC Meeting Expenses	\$1,137.62		\$2,500.00	
Total - 8000 - Leadership Circle		\$1,137.62		\$2,500.00
Unbudgeted Expenses taken from Cont.		\$0.00		
<b>TOTAL EXPENSE</b>		<b>\$51,541.83</b>		<b>\$180,242.00</b>

NET INCOME \$5,293.83 \$0.00

**Equity**

KOP - Operating Funds	\$35,293.83			
Reserve & Holding Accounts				
Camps - Operating	\$2,700.17			
Peace & Justice WU	\$1,859.61			
Shared Ministries - Holding	\$4,018.31			
Faith Development Fund	\$8,125.02			
Theological Education	\$2,599.00			
Educ Fund for Church Lead.	\$140.45			
Child/Youth Delegates	\$3,500.09			
Contingency Fund	\$10,000.00			
Rural Ministry Fund	\$16,175.00			
CM Discretionary Fund	\$645.00			
KOP Youth Council	\$2,073.06			
Total Holding	\$51,835.71			
Total Funds available	\$87,129.54			

**Assets**

Bank Account	\$22,394.24			
Chequing	\$48,535.78			
Investment Savings	\$24.52			
Shares	\$70,954.54			
Total	\$131,889.10			
Funds held elsewhere	\$16,175.00			
Held by BC Conference	\$16,175.00			
Total	\$16,175.00			
Total Cash Assets	\$87,129.54			
Other Assets	\$109,430.32			
Accounts Receivable	\$51,835.71			
Total	\$87,129.54			

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