

THE UNITED CHURCH OF CANADA
THE EXECUTIVE OF THE BAY OF QUINTE CONFERENCE

MINUTES

June 20, 2013

The Executive of the Bay of Quinte Conference of The United Church of Canada met on Thursday, June 20, 2013 at 10:00 a.m. The President, Michelle Brotherton, called the meeting to order at 10:10 a.m. A quorum was present.

1. ATTENDANCE AND REGRETS

Present:

Michelle Brotherton (President)
Larry Doyle (Youth and Faith Formation Programs)
Phil Hobbs (Chair, Nominations)
Richard Hollingsworth (Chair, Partnering in Mission)
Bud Justice (Chair, Finance)
Jonathan Marsellus (Youth Representative)
John Miller (Chair, Kawartha Highlands Presbytery)
Margie Patterson (Chair, Upper Valley Presbytery)
Maxine Reid (Chair, Shining Waters Presbytery)
Linda Saffrey (Chair, Lakeridge Presbytery)
Mary Smiley (Past President)
Bill Smith (Executive Secretary)
Don Stiles (Chair, Four Rivers Presbytery)
Norma Thompson (Lay Representative to General Council Executive)
Barbara Willard (Kente Presbytery)
Lloyd Williams (Chair, Hills and Shores Presbytery)
Jean Wilson (Chair, Ministry Personnel and Education)
Ruth Wood (Chair, Four Winds Presbytery)
John Young (Clergy Representative to General Council Executive)
(19)

Recording Secretary

Lynda Price
(1)

Regrets:

Tom Holmes (Chair, Kente Presbytery)
Bill Sheaves (President-Designate)
Nancy Sutherland (President, Conference United Church Women)
(3)

2. WELCOME AND CONSTITUTION OF THE MEETING

The President extended a welcome to all present, and constituted the meeting of Executive as follows: "In the name of Jesus Christ, the head of the church, I call this meeting of the Executive of the Bay of Quinte Conference to order, that it may consider any and all business that may be properly brought before it."

She asked that we take a few moments to go around the room, introduce ourselves and tell what we left behind to come to this meeting.

The Past-President, Mary Smiley, made a brief presentation to Michelle - a gift of purple shoes and slippers to support her as she moves forward in her new position.

3. WORSHIP

Norma Thompson led in worship, which included prayer and individual reflections from those present on what Scripture passage inspires their work in the Conference. Worship closed with prayer and the singing of "This is the Day".

4. COVENANTING WITH NEW EXECUTIVE

Bill Smith offered a brief reflection on the Bible story of the loaves and fishes and compared the members of the Executive to the young boy who shared what he had with others. The new Executive then covenanted together for the work of the coming year. The singing of "Let Us Build a House" concluded the covenanting.

5. CONSENT DOCKET

One correction was made to the Consent Docket: approval of minutes of April 25 **not** June 25.

MOTION **Mary Smiley/Margie Patterson**
"That the Consent Docket, as amended, be approved."

2013-06-20-01-01
-- CARRIED

(The Consent Docket is attached to these Minutes as Appendix A.)

6. CORRESPONDENCE LOG

Bill Smith reviewed the Correspondence log, highlighting the following items:

- May 1st – letter outlining the new legislation for churches with cemeteries
- May 1st – re insurance for youth – cost is \$150 and this amount is in the Youth budget
- May 27 – money set aside for congregational transformation - for action later in the meeting

- June 3rd – ministers may be required to provide documentation of proof of license to perform marriages
- June 5th – Sabbatical has been approved for Jackie Harper for the period Nov. 25 to Feb. 21. Her two focus areas will be Children and Bible Study and how the church ministers to the 18 to 25 year old population.
- June 10th – request for extension of oversight from Kingston Presbytery Resource Centre – for action later in the meeting
- June 11th – St. Andrew's U.C. in Peterborough has written to lawyers involved to try to lift restrictions on designated funds. If approved this may set a precedent for other churches
- June 12th – re manse at Bethel/Trinity – for action later in the meeting

He then reported on additional correspondence received after the printing of the Correspondence Log;

- June 17th – suggestion from Bruce Hutchinson re formation of an Equity Committee
- June 17th – letter to Erin Burns informing her that her position as Circuit Rider Editor has been terminated
- June 18th – notification that our Conference has a Regional Convener for Music United – Terry Head from Bridge St.
- June 18th – from Warren Vollmer re the Comprehensive Review

MOTION **Maxine Reid/Bud Justice**
 "That the Correspondence Log, as amended, be received"

2013-06-20-01-02
-- CARRIED

(The Correspondence Log is attached to these Minutes as Appendix B.)

7. REPORT OF THE EXECUTIVE SECRETARY

Bill Smith presented a number of issues for consideration by the Executive:

- a) **Effective Ministry Initiative** – A number of changes are being made to the pastoral relations and pastoral oversight processes. Within the next three years, the JNAC process will disappear. In anticipation of these changes and in order to prepare our Conference for them, the following motion was presented:

MOTION **Jean Wilson/Phil Hobbs**

2013-06-20-01-03

"That the Bay of Quinte Conference commit to the following process:

1. Over the summer months, and in consultation with other Conferences, develop a one-page signature statement instrument in which congregations will be able to describe their ministries, passions and goals. This will be sent to all congregations who are seeking a change in pastoral relations and will be available, along with the Joint Needs Assessment Committee report, to all applicants;
2. A similar instrument will be sent to all applicants wishing to come into Bay of Quinte Conference. These documents will be used to assist congregations in the matching process. The Rev. David Timpson will be responsible for training in the use of this instrument.

3. Starting in September, the Rev. David Timpson will visit and work within one Presbytery to assist them in developing their "One Page Signature Statement". This will proceed through all of our Presbyteries over the next two years.
4. Starting in September, all applications for positions within the Bay of Quinte Conference will be sent through the Conference office where The Rev. Mary-Jane Hobden will vet them for eligibility. All eligible applications will be forwarded to the searching Pastoral Charge."

-- CARRIED

- b) **Shining Waters Presbytery and DSL(D)** – Bill Smith read a portion of a letter dated May 7, 2013 from the Rev. Dr. Kent Clayton. In part it said, he would "waive the right to a formal hearing under protest". Rev. Clayton is moving to Vancouver. It was noted that he had been offered a support person but chose another pastoral support himself.

MOTION **Jean Wilson/Maxine Reid** **2013-06-20-01-04**
 "That the Rev. Dr. Kent Clayton be placed on the Discontinued Service List (Disciplinary) effective immediately."

We were reminded that a vote of this kind must be by written ballot.

MOTION **Margie Patterson/Jean Wilson** **2013-06-20-01-05**
 "That Bud Justice and Ruth Wood be appointed as scrutineers for this vote."
-- CARRIED

Ballots were distributed and then collected by the scrutineers.

- c) **Affirming Ministries** – A letter has been received from Bruce Hutchinson referring to the implementation process for Affirming Conference. As this will involve other marginalized groups, he suggests the establishment of an Equity Committee to be staffed by the Nominations Committee.

MOTION **Jonathan Marsellus/Maxine Reid** **2013-06-20-01-06**
 "That Bay of Quinte Conference establish an Equity Committee and that we request that the Nominations Committee seek persons to serve on it. Once this committee is in place, its' first task will be to set terms of reference for the committee and bring them back to the Executive for approval."
-- CARRIED

The President then announced that **MOTION 2013-06-20-01-04** is **CARRIED**

MOTION **Phil Hobbs/John Young** **2013-06-20-01-07**
 "That the ballots be destroyed."
-- CARRIED

Michelle Brotherton then asked us to pause and to keep all those involved in this situation in our hearts and in our prayers. We then held a moment of silent prayer before continuing with the business of the meeting.

- d) **Transformational Ministry** – With regard to the 2013 CAM decision to set aside \$169,000 for transformational ministry, Bill Smith presented the following questions for consideration:
 - What are the parameters around the use of the funds (building, program, consulting)?
 - Are there maximums and minimums on grant size?

- Do congregations/presbyteries have to financially invest in the transformational process?
- What kind of evaluations need to be used?
- Who and how will this fund be overseen?

MOTION **John Young/Mary Smiley** **2013-06-20-01-08**

“That the suggested guidelines regarding the use of the designated funds be referred to the Transformational Ministry think-tank for consideration and response.”

-- CARRIED

MOTION **John Young/Mary Smiley** **2013-06-20-01-09**

“That the Bay of Quinte Conference establish a Transformational Ministry Committee and that the Nominations Committee be asked to vet those who have already volunteered to serve on it.” **-- CARRIED**

- e) **Comprehensive Review** – Warren Vollmer reports that there are now 17 facilitators in the Conference and that things are going extremely well. It was noted that these facilitators are not being paid mileage. Four Rivers Presbytery has voted to pay them and it is suggested that other Presbyteries consider doing the same. Bill Smith will speak with Warren Vollmer regarding this.
- f) **Kingston Presbytery Resource Centre** - This Resource Centre is currently under the supervision of the Bay of Quinte Conference until June 30, 2013.

MOTION **Lloyd Williams/Ruth Wood** **2013-06-20-01-10**

“that the Bay of Quinte Conference extend the time of the Resource Centre’s accountability (without financial support) to the Bay of Quinte Conference until December 31, 2013.” **-- CARRIED**

- g) **Omeme Trinity/Bethel Manse** – This pastoral charge is in the midst of separating and the issue of ownership of the manse has been extensively researched.

MOTION **John Miller/Don Stiles** **2013-06-20-01-11**

“That the Bay of Quinte Conference concur with the decision of the Kawartha Highlands Presbytery that the ownership of the Omeme Trinity/Bethel Manse be understood as 60% Trinity Omeme and 40% Bethel.”

-- CARRIED

h) **MPE**

MOTION **Jean Wilson/Maxine Reid** **2013-06-20-01-12**

“That the Rev. Dan Yourkevich retain his license to perform marriages in the Province of Ontario (connected with St. Paul’s U.C., Bowmanville, ON)”

-- CARRIED

MOTION **Jean Wilson/Ruth Wilson** **2013-06-20-01-13**

“That Linda Lee Fuller (DLM recognized) of Wesley U.C. Upper Valley Presbytery be given a license to perform marriages in the Province of Ontario.”

-- CARRIED

MOTION **Jean Wilson/Margie Patterson** **2013-06-20-01-14**

“That Suzanne Nadon, Calvin U.C., Upper Valley Presbytery, retain her license to perform marriages in the Province of Ontario.”

-- CARRIED

i) Evaluation of CAM 2013

Bill Smith announced that Ryan McNally had produced several wordl documents from the evaluation forms received from CAM. They will be available over the lunch hour for those interested in reading them.

j) Notices of Motion

Bill Smith gave the following two notices of motion for the next meeting:

Student Bursary Fund

“All offerings from Covenanting Services within all Presbyteries and at the Celebration of New Ministries Service at Conference Annual Meeting are to be forwarded to the Conference Treasurer by the Treasurer of the respective Presbytery, or by the Conference Executive secretary for Celebration of New Ministries service, and applied to the Conference Bursary Fund. All necessary receipts will be processed and distributed by the Conference Treasurer”.

(The complete documentation re this Notice of Motion I is attached to these minutes as Appendix C.)

Disengaging Pastoral Relationships

The Bay of Quinte Policy on Disengaging from Pastoral Relationships
June 2013

Draft 1

It is the policy of the Bay of Quinte Conference that those who have disengaged from pastoral relationships must not be active within the life and activities of the Pastoral Charge from which they have disengaged for a period of 3 years. It is hoped that this period will help to facilitate a healthy, new pastoral relationship in that place and ensure that the spirit of the new relationship between those outside of the pastoral relationship and the Pastoral Charges they have served that is mandated in The Manual becomes fact.

The Manual 2013

1, 2.5.3

Functions of Ministry – Outside Pastoral Relationship

At any time that ministry personnel are not settled in or appointed to a pastoral charge they may carry out the functions of ministry in The United Church only if

- (a) they have a formal association with a pastoral charge, are acting on behalf of that pastoral charge, and have the approval of the pastoral charge’s governing body; or
- (b) they have been appointed to a United Church ministry or Presbytery-recognized ministry to exercise the function of ministry associated with it.

1, 2.5.4

Request – Previous Pastoral Charge

If a ministry personnel is asked by a member or adherent (or their families) of a pastoral charge where they had previously been settled or appointed to preside at a baptism, communion service, wedding, or funeral, the ministry personnel

- (a) must refer the request to a member of the order of ministry who is settled in or appointed to that pastoral charge; and
- (b) may preside only with the approval of the pastoral charge governing body.

8. LUNCH

A half-hour lunch break was taken. Richard Hollingsworth offered a blessing on the food and the time we are spending together.

9. REPORTS

- a) **President's Report** – The President's report is attached to these minutes as Appendix D.
- b) **Nominations Committee** – Two corrections to the printed report were noted: Susan Hutton is in Four Rivers not Four Winds Presbytery, and Maxine Reid is the Alternate Lay Representative to General Council Executive.

MOTION **Phil Hobbs/Jean Wilson** **2013-06-20-01-15**

"That the following appointments be approved:

Carolyn Brannon	Communications Committee
Christine Kempster	Finance Committee
Timothy Hayward	Candidacy Co-ordinating Committee
Jonathan Marsellus	Equity Committee"

-- CARRIED with two abstentions (Jonathan Marsellus and Maxine Reid)

(The Nominations Committee Report and Notes on the Nominations Process are attached to these Minutes as Appendices E and F.)

c) MPE

MOTION **Jean Wilson/Maxine Reid** **2013-06-20-01-16**

"That Bay of Quinte Conference Executive set a policy that alternate Supervised Ministry Education not be considered during the Candidacy Pathways Pilot Project." **-- CARRIED**

- d) **Partnering in Mission** – Richard Hollingsworth reported on the Fall Advance to be held Oct. 18-19 with guest speaker Rev. Dr. Bruce Gregerson.

e) Finance Committee

MOTION **Bud Justice/ Lloyd Williams** **2013-06-20-1-17**

"That the Bay of Quinte Conference Executive approve the Welch and Co. Financial report for the year 2012." **-- CARRIED**

MOTION **Bud Justice/Lloyd Williams** **2013-06-20-01-18**

"That the Executive Secretary be authorized to sign the report on behalf of the Executive." **-- CARRIED**

(The financial reports are attached to these minutes as Appendix G.)

- f) **Conference Representatives to General Council Executive** – The report of the BQ Representatives to General Council Executive is attached to these minutes as Appendix H.

- g) **Conference United Church Women** – it was announced that Nancy and Floyd Sutherland are celebrating 50 years of marriage. Michelle Brotherton will send a card to them on behalf of the Executive.

The UCW Report is attached to these minutes as Appendix I.

- h) **Formation/Youth/Camping Program Committee** – The report of the newly-formed Formation/Youth/Camping Program Committee is attached to these minutes as Appendix J.

10) PRESBYTERY REPORTS

- a) **Four Rivers** – Don Stiles reported that they are undergoing a discernment process re whether or not to have a Parliamentarian at their meetings. He celebrated the intention of the Conference UCW to become an Affirming Ministry.

(copy of the Four Rivers Presbytery report is attached to these minutes as Appendix K.)

- b) **Four Winds** – Ruth Wood reported that a group took a bus to the Presbytery meeting held last evening in Flinton. She also requested that the Executive consider meeting at some time other than the third week of the month as that is usually a week for Presbytery meetings.

(A copy of the Four Winds Presbytery report is attached to these minutes as Appendix L.)

- c) **Kente** – Barbara Willard reported that all the ministries in the Presbytery had been covenanted and that Audrey Whitney has been nominated as Chair-Designate.

(A copy of the Kente Presbytery report is attached to these minutes as Appendix M.)

- d) **Hills and Shores** – A copy of the Hills and Shores Presbytery report is attached to these minutes as Appendix N.

- e) **Lakeridge** – Linda Saffrey reported that they are working on having committee work done in a format of worship, e.g. an hour-long Bible Study. They are now working in clusters. An outdoor picnic and worship service is planned for Labour Day weekend.

(A copy of the Lakeridge Presbytery Report is attached to these minutes as Appendix O.)

- f) **Upper Valley**- Margie Patterson reported that another Open Space event is planned for Oct. with the participation of Conference Staff. She was pleased to announce that all their statistical reports had been submitted.

(A copy of the Upper Valley Presbytery report is attached to these minutes as Appendix P.)

- g) **Shining Waters** – Jean Wilson thanked the Chair, Maxine Reid, for her leadership during some difficult months.

(A copy of the Shining Waters Presbytery report is attached to these minutes as Appendix Q.)

- h) **Kawartha Highlands** – John Miller reported that his goal is to visit all the outlying churches in the Presbytery. He has already been to some. The Presbytery now has a template for reporting.

(A copy of the Kawartha Highlands Presbytery Report is attached to these minutes as Appendix R.)

MOTION **Lloyd Williams/Bud Justice**
"That all reports be received."

2013-06-20-01-19
-- CARRIED

11. UNFINISHED BUSINESS

a. Sub-Executive for 2013-14

MOTION **Don Stiles/Maxine Reid**

2013-06-20-01-20

"That the Sub-Executive for this year will be: President, Past President, President Designate, Executive Secretary, and the Chairs of Finance and Partnering in Mission Committees and Kente and Four Winds Presbyteries.

-- CARRIED

b. Meeting Schedule for 2013-14 – It was agreed that the meetings for this year will be held as follows:

Sept. 12-13 (Thurs/Fri)	Retreat at Providence Centre
Nov. 30 (Sat)	Location TBD (Margie Patterson offered regrets for this meeting)
March 1 (Sat)	Location TBD
April 10 (Thurs)	Location TBD

12. GOAL-SETTING FOR 2013-14

Michelle Brotherton reminded us that she had not named a theme for the coming year. Instead, she wants to hear from the executive members in response to the question: "What is it that you need as a Committee/Presbytery, etc. from Conference to help you do effective ministry? Members of the Executive were then invited to spend some time discussing this in their table groups. Michelle reminded us of our mission goals:

- To partner with Presbyteries in strengthening congregations
- To be a thriving community that facilitates healing
- To continue to live into our commitment to First Nations and Affirming Ministries
- To engage with and support innovative expressions of ministry

After some time spent in discussion, the following comments were offered:

- The need to practice radical hospitality
- Suggestion that some time at our Sept. meeting be devoted to assessing our work and how we are living into our goals. (Jean Wilson and Maxine Reid agreed to work on this.)
- Sharing of best practices
- Using the BQ website for sharing of such information
- Building interpersonal connections
- If we are strong as a Conference, then our Presbyteries and congregations will also be strengthened
- See and trust that God is continuing to give us the resources that we need.
- Team building exercises to better understand each other

In response to Michelle's next question, "What are the ways God is giving to your Presbyteries and gifting you to do your work?" the following comments were offered:

- Being intentional about celebration and recognition of retirees, those who are moving on, new ministries, welcoming new presbyters. We were reminded to not take our volunteers for granted.
- We want to focus more on "being" than on "doing".

The President agreed that we would spend more time this year on listening to each other's stories, with less business and more relationship building. She offered the following reflections: There is a change in how the church does its business – we have moved from "work and faith" to "faith and work". Since April 2010, the Conference has been engaged in some extremely difficult and emotionally exhausting work. We need to enter into a time of just being. We need to always be evaluating our work in view of our relationship with God. She concluded this session with prayer.

13. ANNOUNCEMENTS

Bill Smith made the following announcements:

- Tomorrow is National Aboriginal Day and the Conference Office will be closed.
- The first meeting of the planning committee for the AMAP/YMAP 2014 trip to El Salvador will take place next week.
- The new Conference website will be ready in the next few weeks. Please send in your information for it.
- In keeping with our commitment to equity and access a new portable sound system is available from the Conference office for borrowing.
- The Notice of Motion from the Bursary Committee will be sent out

14. THEOLOGICAL REFLECTION

Jean Wilson offered the theological reflection, referring to Psalm 46, "Be still and know that I am God". She invited us to be aware of God's creation around us as we make our way home today.

15. CLOSING MOTIONS

MOTION **Margie Patterson/Jonathan Marsellus**

2013-06-20-01-21

"That interim power be given to the Sub-Executive to deal with all urgent matters that arise before the next meeting of the Executive."

-- CARRIED

16. ADJOURNMENT

Adjournment was at 2:40 p.m.