

# THE UNITED CHURCH OF CANADA

## MEETING OF THE SUB-EXECUTIVE OF THE GENERAL COUNCIL MINUTES June 27, 2002 (Teleconference Call)

The Sub-Executive of the General Council of The United Church of Canada met from 11:00 a.m. to 1:00 p.m. on Thursday, June 27, 2002, at 3250 Bloor Street West, Etobicoke, Ontario. The Moderator, The Right Reverend Marion Pardy, presided.

### ATTENDANCE

#### Voting Members

Hazel Bigby, Virginia Coleman, Ron Holotuk, Jon Jessiman, Marion Pardy (Chair), Karen Ptolemy-Stam, Sheila Snelling, Jack Spencer, Peter Wesley.

#### Corresponding Members

Carol Hancock, David Iverson

#### Regrets

Claire Borel-Christen, Sheila Duffin, Joanna MacQuarrie, Bill Phipps (Voting)

### CONSTITUTING THE MEETING

The Moderator constituted the meeting with the following words:

"In the Name of Jesus Christ the Sovereign head of the Church, and by the authority vested in me by the 37th General Council, I hereby declare this meeting of the Sub-Executive of the General Council to be in session for the work that may properly be brought before it to the glory of God."

The Moderator welcomed all members of the Sub-Executive and Mary-Frances Denis, Communications Officer.

The Moderator opened the meeting with prayer.

Karen Ptolemy-Stam excused herself from the meeting because she was not feeling well.

### OPENING PROCEDURAL MOTION

#### Corresponding Members and Minute Secretary

**Motion:** Virginia Coleman/Peter Wesley

2002-06-27-0416.PRO

That the corresponding members for this meeting of the Sub-Executive of the General Council be Carol Hancock and David Iverson for the whole meeting and that the minute secretary be Kim Spice.

**Carried**

### REVIEW OF TOPICS TO BE DISCUSSED

Virginia Coleman noted the following topics to be discussed:

1. Recommendations of the General Council Ministers Group and the Executive Ministers and Officers Group about Budget and Staffing.
2. Draft of the Planning Processes Strategist position. There are a few changes in wording. (See attached.)
3. The proposed theme for the 38th General Council from the Agenda and Planning Committee.
4. Screening Task Group, Acting General Secretary. Request for clarification from Alan Hall.

### BUDGET AND STAFFING

David Iverson reviewed the documents distributed including the United Church Reserve and the Mission and Service Operating Fund and other materials that were provided to them by the Financial Liaison people in terms of the work they have done with each of the units.

In terms of 2003 there appears to be a 3% figure gap, which, is just over a 1million dollars. Costs will not be transferred onto groups who receive grants from the General Council. These groups, in their planning, do not have to pick up those costs.

The first Drafts of the 2003 budget from the units are due in September.

On September 20th and 21st, 2002 the Budget Planning Forum will meet again.

The 2003 budget figures should be ready the first week of November.

The Salary and Benefit costs exceed the salary budget, which, was in place for 2002. The following plan is being put in place to address this:

**Category 1:**

Certain positions needed to go ahead because the positions needed to be filled for the work to be done.

**Category 2:**

A number of positions were to be filled on a contractual basis until now and December 31st, 2002 or part of that time as needed.

**Category 3:**

A number of positions would not be filled in the short term in order to allow the budgeting to go ahead and to have a staffing complement within the budget parameters that the General Council Offices will have for the year 2003.

**Results:**

There will be a reduction in the staffing complement as projected through the reorganization. A small group will meet throughout July and initial recommendations will be brought forth. If the staffing complement is changed, this will result in a change in the overall plan of reorganization. By November there will be a Budget plan and Recommendations with regards to reorganization.

**STAFFING**

The General Council Ministers are recommending that, in light of the Budget and Staffing Discussion to be held with Units and others that the searches for General Council Minister - Racial Justice, and General Council Minister - Resources for Mission and Ministry not continue at this time. They further recommended that the position for General Council Minister - Planning Processes not be filled at this time. They proposed that there be a contract position Planning Processes Strategist position as per the distributed position description (with some revisions) until September 2004.

There was significant discussion on these proposals, resulting in approval of the contract position with revision of the term of appointment and other noted changes, and a motion to continue with the searches for General Council Minister - Racial Justice and General Council Minister - Resources for Mission and Ministry.

**GENERAL COUNCIL MINISTER SEARCHES**

**Motion: Jon Jessiman/Jack Spencer**

**2002-06-27-0417**

That the searches continue for the positions of General Council Minister, Racial Justice and General Council Minister, Resources for Mission and Ministry and that a plan to cover the work relating to these positions until appointments to these positions are made, be brought to the fall meeting of the Sub-Executive of the General Council by the General Secretary, General Council and the General Council Ministers group.

**Carried**

**Motion: Jack Spencer/Ron Holotuk**

**2002-06-27-0418**

That the Sub-Executive of the General Council direct that the position of General Council Minister, Planning and Processes not be filled at this time; that the position be filled by a contract or term appointment as a planning strategist; that the position description presented to this meeting, "Planning Processes Strategist", be approved; and, that permission be granted to the General Secretary (or Acting General Secretary) to hire the appropriate person into the position.

**Carried**

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**OTHER BUSINESS**

**Motion: Jon Jessiman/Ron Holotuk**

**2002-06-27-0419**

That the Sub-Executive of the General Council receive for information, the report of the Governance Project Team and the report of the 38th General Council Agenda and Planning Committee, indicating our agreement with the choice of "There Is Hope" as the theme.

That the Sub-Executive of the General Council approve the formation of a unit to cover the work of revenue generation with Elsie Manley-Casimir as the Executive Minister.

That the General Secretary, and the General Council Ministers group be authorized to recommend revisions to the permanent position of General Council Minister, Planning and Processes to the Sub-Executive for consideration, including the consideration of a Planning and Processes Strategist rather than a General Council Minister position.

**Carried**

**ADJOURNMENT**

The Moderator declared the meeting adjourned at 1:00 p.m.

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**Moderator, Marion Pardy**

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**General Secretary, K. Virginia Coleman**