

THE UNITED CHURCH OF CANADA

MEETING OF THE SUB-EXECUTIVE OF THE GENERAL COUNCIL MINUTES

September 10-11, 2002

The Sub-Executive of the General Council of The United Church of Canada met from 12:00 p.m. on Tuesday, September 10, 2002 to 4:05 p.m. on Wednesday, September 11, 2002, at 3250 Bloor Street West, Etobicoke, Ontario. The Moderator, The Right Reverend Marion Pardy, presided.

ATTENDANCE

Voting Members

Hazel Bigby, Claire Borel-Christen, Sheila Duffin, Ron Holotuk, David Iverson, Jon Jessiman, Joanna MacQuarrie, Marion Pardy (Chair), Karen Ptolemy-Stam, Sheila Snelling, Jack Spencer, Peter Wesley

Corresponding Members

Carol Hancock, Virginia Coleman (Resource), Jim Sinclair (Resource), Peter Bishop (Resource), Elizabeth Eberhart-Moffat (Resource), Cynthia Gunn (Resource), Alan Hall (Resource)

Regrets

Bill Phipps (Voting)

TUESDAY - SEPTEMBER 10, 2002

CONSTITUTING THE MEETING

The Moderator constituted the meeting with the following words:

"In the Name of Jesus Christ the 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, Mary-Frances Denis, Communications Officer, Muriel Duncan, Observer, and Cynthia Gunn as Legal Counsel.

The Moderator opened the meeting with a brief worship consisting of 3 stories, which occurred in Gander on September 11, 2001, a Bible Reading from Ephesians 4 and prayer, in which she remembered Omega Bula and her family on the death of Omega's father, the Reverend Solomon Makumba.

OPENING PROCEDURAL MOTIONS

Corresponding Members and Minute Secretary

Motion: Karen Ptolemy-Stam/Ron Holotuk

2002-09-10-0442.PRO

That the corresponding members for this meeting of the Sub-Executive of the General Council be Jim Sinclair, Cynthia Gunn, Virginia Coleman, Alan Hall, Peter Bishop, Elizabeth Eberhart-Moffat relevant to their mandates, and that Carol Hancock be the Acting General Secretary in David Iverson absence; that the minute secretary be Kim Spice. David Iverson on September 11th, 2002 will be Acting General Secretary and Carol Hancock will assume the role of corresponding member.

Carried

Agenda

Motion: Jon Jessiman/Jack Spencer

2002-09-10-0443.PRO

That the agenda be approved as circulated with the alterations and additions as discussed and as necessary.

Carried

APPROVAL OF MINUTES OF PAST MEETINGS OF THE SUB-EXECUTIVE

Corrections to the minutes for August 23, 2002, Page 170:

- The wording, should read, "...concerning the status of the job description for the Executive Minister of the Ministries of French unit..."
- "the 38th General Council in August, 2003..."

Motion: Peter Wesley/Hazel Bigby

2002-09-10-0444

That the Sub-Executive of the General Council approve the minutes of the Sub-Executive meeting held on August 23, 2002 as corrected.

Carried

OTHER BUSINESS ARISING FROM MINUTES

August 6, 2002 Minutes, page 166: Supervisory Team for Interim Personnel Minister 2002-08-06-0423.

PRELIMINARY DISCUSSION OF THE COMMISSION & GOVERNANCE PROJECT TEAM REPORTS

Members of the Sub-Executive listed the following items, which they felt needed clarification by the Commission Report Members; discussed the Report of the Commission;

1. Communication
2. Accountability
3. Responsibility
4. Time line for their directions (e.g. "immediate action")
5. Omissions in some reports
6. "Common church trap"

During this time, Peter Wesley led us through material distributed by the Governance Project Team with special emphasis on the perceived need for a Project Manager. The Moderator thanked the Governance Project Team for their comprehensive work.

ELECTED MEMBERS REPORT AND NOMINATIONS

The Moderator welcomed Alan Hall, Chairperson, Human Resources Committee. Alan explained the nomination process. The nominations from the Elected Member Task Group (staffed by Mary Purdon) for the Committee on Ministry and Employment Policies and Services comes directly to the Sub-Executive instead of the normal route through Human Resources Committee because of conflict of interest for Human Resources Committee. The members of the elected Member Task Group were noted: Susan Dickson (Vancouver); Gordon How (Vancouver); Pat McKenzie (Vancouver); Mary Purdon (Staff). Alan will be presenting the nominations for the Committee on Governance Planning and Budgeting Processes Committee, the Committee on Programmes for Mission and Ministry and for the Committee on Finance. The working job descriptions for each committee were distributed to Sub-Executive members, recognizing that the job descriptions are a work in progress.

After considerable discussion about the job descriptions for the Permanent Committee mandates, the fifth emphasis point under "Scope" was amended to read: "Make decisions as delegated in the area assigned by the General Council Executive and delegate other functions to Working Units, sub-committees or other task groups."

Motion: Jon Jessiman/Ron Holotuk

2002-09-10-0445

That the Sub-Executive of the General Council approve the provisional mandates for the four Permanent Committees as amended and approve the appointments of the following persons:

Committee on Ministry and Employment Policies and Services

Chairperson: Don Wilmer O (B of Q)
Kathryn Chenier L (B of Q)
Earl Reaburn O (ABNW)
Robert James L (MNNWO)
Alison West O (SASK)
Linda Thompson L (TOR)
Elizabeth Brown O (ABNW)
Brian Copeland O (M&O)
Norm Graham L (HAM)
Jim Blanchard L (MAR)
Alan Hall O (TOR)

Committee on Governance, Planning and Budgeting Processes

Chairperson: Jennifer Llewellyn L (MAR)
 Carol Hancock O (TOR)
 Marion Pardy O (NFLD LAB)
 Peter Short O (MAR)
 Peter Scott O (LON)
 Jim Jackson L (MANNWO)
 Michelle Slater O (BC)
 Walter Sowa L (HAM)
 Martha Ter Kuile O (M&O)
 Mark Ferrier O (B of Q)
 Terence McKague L (SASK)
 Jean Wilson O (TOR)
 Harry Oussoren O (BC)
 Marilyn Noble L (MAR)
 Vicki Obedkoff O (TOR)

Committee on Programmes for Mission and Ministry

Chairperson: Wayne Soble O (B of Q)
 Rod Booth O (TOR)
 Dick Charlton L (MAR)
 Don Dale L (ABNW)
 Diane Dwarka L (MANWO)
 Dianne Cooper O (MANWO)
 Kelly Hudson O (MTU)
 Paul Newman O (BC)
 George Takashima L (ABNW)
 Ted Tupper L (MAR)
 Christine Williams L (M&O)
 Michael Yoon O (BC)
 Gary Patterson O (BC)
 Jeanette Liberty Dunns O (SASK)
 Andre Bernard L (MAR)
 Joan Bancroft L (LON)

Committee on Finance

Chairperson: Doug Einarson L (MNWO)
 Bob Burrows O (BC)
 Hugh MacLean O (MAR)
 Glen Elliott L (HAM)
 Shawn Keown L (M&O)
 Anne Kline L (M&O)
 Janet MacDonald O (HAM)
 Hubert Norman L (NFLD LAB)

Their initial terms to be until the rise of General Council in August 2003.

Carried

Dinner was held from 6:00 p.m. to 7:00 p.m. John Burton, Interim GCO Personnel Minister, upon invitation, joined the Sub-Executive for dinner.

The Moderator welcomed John Burton, Interim Personnel Minister, and introductions were made. John reflected on his first few days at Church House and what he brings to Church House in this portfolio. John then left the meeting with our good wishes.

REGIONAL TASK GROUP

Carol Hancock brought to the attention of the General Council Sub-Executive the motion of the GC37, and the items of related business, which have never reached the floor of Executive of General Council or Sub-Executive of the General Council with regards to appointing a task group to carry out the responsibilities assigned to the Executive.

That the 37th General Council of The United Church of Canada direct the Implementation Team through the Executive of General Council, ***upon a positive response by the church*** to the remit on revising The United Church of Canada's organizational and decision-making structure from a four-Court to a three-council model, to widely circulate information facilitating discussion and inviting, in particular, comment on the potential impact of this form of government upon larger geographic regions and upon representation of minority groups, and providing more detailed information on financial implications for the on-going work of the General Council Divisions, regional and provincial linkages for speaking and acting on justice issues, mechanisms for enhancing the mission and program work of the church, and building a renewed sense of a national church; and

That these responses be taken into consideration in crafting the details of the new governancy model to be presented to the 38th General Council for its consideration.

The decision whether to proceed will be determined by the current Remit outcome. A group will be ready to meet in November if needed.

APPOINTMENT OF GENERAL COUNCIL OFFICES RESTRUCTURING PROJECT MANAGER

The Governance Project Team sees a need to fill this position since at this time no one is in this role, and much work requires to be done. Upon reflection it was agreed that what was needed first was an assessment and it was agreed that this discussion would continue later in the meeting.

INTERIM MEMBERSHIP OF THE EXECUTIVE OF THE GENERAL COUNCIL

Motion: Karen Ptolemy-Stam/Sheila Duffin

2002-09-10-0446

That the General Council Sub-Executive approve the following recommendation regarding an interim membership list for the November 2002 and April 2003 Executive of the General Council meetings. Rationales for these decisions are found in the minutes of the Project Team meeting on 28-29, May 2002.

Voting:

Chairs of permanent committees	4
HRC Chair	1
Conference Elected members	26
Ethnic Ministries (pp. GC 65)	2
Members at large	4
Moderator	1
Past Moderator	1
WCC representative Cf. Manual 521 (e)	1
Francophone representatives	2
Agenda and Planning	1
General Secretary	1
General Council Ministers	5
Total Voting	49

Corresponding:

Chief Archivist	1
Observer	2
Conference Executive Secretaries	13
Theology and Faith Chair	1
Credo	1
Total Corresponding	18

Total Voting and Corresponding members **67**
Carried

PROGRESS REPORT ON ITEMS ARISING FROM THE 37TH GENERAL COUNCIL

Motion: Karen Ptolemy-Stam/Jon Jessiman

2002-09-10-0447

That the Acting General Secretary provides a progress report as soon as possible, and to the November General Council Executive at the latest, of the items of work arising from the 37th General Council and a progress report on the work mandated.

Carried

Motion: Carol Hancock/Ron Holotuk**2002-09-10-0448**

That the Sub-Executive of the General Council move into an "in camera" session.

Carried

Motion: Ron Holotuk/Jack Spencer**2002-09-10-0449**

That the Sub-Executive of the General Council move out of the "in camera" session.

Carried

The meeting was adjourned for the day at 9:30 p.m.

WEDNESDAY - SEPTEMBER 11, 2002

MORNING WORSHIP

The Moderator opened the meeting with prayer.

COMMISSION REPORT

The Moderator welcomed all, with a special welcome to Peter Bishop and Elizabeth Eberhart-Moffat, Members of the Commission Report Team and Cynthia Gunn, Staff Resource.

Virginia Coleman returned to the meeting.

The Moderator welcomed all with a special welcome to Alan Hall, Chairperson, Human Resources Committee.

Motion: Jon Jessiman/Jack Spencer**2002-09-10-0450**

That the Sub-Executive of the General Council and all attendees agree that the meeting as it pertains to the Commission Report is of a confidential nature and what is discussed will remain such after the meeting is adjourned.

Carried

At 11:30 a.m. Sub-Executive members joined the Church House staff for worship in the Chapel. David Iverson and Carol Hancock were presiders; the Moderator, Peter Wesley and Claire Borel-Christen participated in the worship service. The Sub-Executive joined the staff for lunch following the service.

At 1:00 p.m. the meeting re-convened with a continued discussion of the Commission Report. The Moderator thanked Elizabeth Eberhart-Moffat, Cynthia Gunn and Peter Bishop for their work on behalf of the Church and for their time among us. Elizabeth, Peter and Cynthia left the meeting.

RESIDENTIAL SCHOOLS - SENIOR STAFF POSITION

At 1:30 p.m. the Moderator welcomed Virginia Coleman, who joined the Sub-Executive meeting via teleconference, as a resource to the Residential Schools Additional Staffing Proposal. Virginia had begun this work as General Secretary and was seeing it through to completion. The Moderator noted that this proposal was before us at our last Sub-Executive meeting and that Sub-Executive members requested a position description and budget to support this proposal. This information was provided to Sub-Executive members. Some items for clarification were addressed to Virginia. The Moderator thanked Virginia and wished her well in her position as Executive Secretary, Manitoba and Northwestern Ontario and she then left the meeting because of an on-going work commitment. There was considerable discussion on the proposal.

Motion: Karen Ptolemy-Stam/Sheila Duffin**2002-09-10-0451**

That the Sub-Executive of the General Council approve an additional senior staff position to perform such duties as to co-ordinate all aspects of the work of the Residential School portfolio; to provide staff resource to the Steering Committee; to provide supervision of the relevant work of Cynthia Gunn, Sharon Larade (in conjunction with Paul Gooch, Victoria University President), and Mary Frances Denis; to supervise the Senior Advisor position; to work with the Senior Advisor, Residential Schools to ensure the appropriate United Church representation for ecumenical meetings, and legal, dispute resolution, and government negotiation matters; to provide staff representation in the Working Caucus and the Assembly of First Nations; to work with the Senior Advisor and the Communications Officer on media relations and

intra church communication and to ensure appropriate ongoing communication takes place; to ensure that the Moderator and the General Secretary are frequently briefed and involved in representational roles as appropriate and necessary; to ensure that the Executive of the General Council receives information, including reports at its meetings and at other times as necessary to ensure general knowledge on the residential school matters; to undertake other duties with respect to the residential schools portfolio as may be assigned by the General Secretary or by the Executive or Sub-Executive of the General Council. This position to be supervised by the General Secretary. Costs for salary, benefits, and travel expenses to be paid from the General Council Residential School Fund (as are the costs for the Senior Advisor, Steering Committee, and .25 of legal/judicial staff salary and benefits).

That the Sub-Executive of the General Council authorize this position to be put in place by the end of September, 2002, and urge the (Acting) General Secretary to seek an appropriate person to fill this role as quickly as possible.

That the Sub-Executive authorize this position to be one of the signing officers of the United Church for matters relating to Residential School expenses, including settlement costs, in consultation with the Acting General Secretary.

Carried

The Sub-Executive moved to unfinished business.

THE COMMISSION ON LEADERSHIP REPORT

Circulation of the Commission Report

Motion: Karen Ptolemy-Stam/Peter Wesley

2002-09-10-0452

That the full report of the Commission be made available:

- (i) to the staff of the General Council Office via e-mail and printed copy; and
- (ii) on a cost recovery basis, to any other person requesting a copy of the full report.

Carried

Commission Response Coordinating Team

Motion: Karen Ptolemy-Stam/Joanna MacQuarrie

2002-09-10-0453

That the Sub-Executive of the General Council, in response to the Commission report request for an immediate initial response for accountability and follow up of its report, establish a Commission Response Coordinating Team consisting of the Acting General Secretary, Cynthia Gunn, Commission Staff Resource, and a member of the Sub-Executive of the General Council. The team is to provide timely updates to the Executive of the General Council.

Carried

Motion: Ron Holotuk/Hazel Bigby

2002-09-10-0454

That the Sub-Executive of the General Council appoint Karen Ptolemy-Stam as the member of the Sub-Executive of the General Council to serve on the Commission Response Coordinating Team.

Carried

APPOINTMENT OF ACTING GENERAL COUNCIL MINISTER, RESOURCES FOR MISSION & MINISTRY

David Iverson reported that while the search continues to fill this position on a permanent basis, Ian Fraser has been appointed on a three-month contract as Minister, Resources for Mission and Ministry, beginning October 1, 2002. Ian, who is currently a staff person with Edmonton Presbytery is familiar to members of the Executive of the General Council as the lay representative from Alberta and Northwest Conference. Our thanks to both Ian and Edmonton Presbytery for agreeing to this interim arrangement.

FINANCIAL UPDATE

David Iverson updated the Sub-Executive of the General Council on our current financial status and our preparations for the Budget Planning Forum on September 20-21, 2002. Extensive work has been done by Executive Ministers, General Council Ministers and our finance staff to narrow the initial proposed deficit.

The Moderator thanked David and expressed appreciation of all the work he did over the summer months in the area of Finance.

HIV/AIDS FINANCIAL CAMPAIGN

The Moderator will respond to a letter received with concerns about the Financial Appeal. The Moderator confirmed, for the benefit of the Sub-Executive, that the procedures, as established, were followed for this campaign. Mary-Frances shared information about the communication process.

PROJECT MANAGEMENT OF THE RESTRUCTURING

After resuming the earlier discussion related to a project manager for the restructuring process, the Sub-Executive of the General Council approved the following:

Motion: Peter Wesley/Jon Jessiman**2002-09-10-0455**

That the Sub-Executive of the General Council in light of concerns raised re: significant, ongoing need for effective coordination of, and effective communicating the progress of, the various elements and projects of the restructuring of the General Council Office, approve that the Acting General Council Minister, Resources for Mission and Ministry, Ian Fraser ensure an audit and assessment is made of the present status and progress of all elements and projects of the restructuring of the General Council Office, with a view to:

1. creating and facilitating more effective coordination of this restructuring and better communication to and amongst its stakeholders
2. assessing the need for further project coordination in the future

Ian is asked to report to this November Executive of General Council.

Carried**CORRESPONDENCE FROM WALTER SOWA**

A letter was received from Walter Sowa concerning his response to the Report of the Commission as a member of the Listening Team. As Walter will be at Executive of the General Council when the report will be discussed further, it was decided, in light of time and its content, to move it to the Executive of the General Council meeting.

NEXT MEETING DATE

This will be at the call of the Moderator.

CLOSING WORSHIP

The Moderator thanked all members for their attention and participation and expressed appreciation to Jim Sinclair for making time to be with the Sub-Executive and she invited him to close with prayer.

ADJOURNMENT

The Moderator declared the meeting adjourn at 4:05 p.m.

Moderator, Marion Pardy

Acting General Secretary, David Iverson