

THE UNITED CHURCH OF CANADA

**MEETING OF THE SUB-EXECUTIVE OF THE GENERAL COUNCIL
MINUTES**

**November 26, 2008
(Teleconference Call)**

The Sub-Executive of the General Council of The United Church of Canada met from 1:00 p.m. EST until 2:15 p.m. on Wednesday, November 26, 2008, by teleconference call. The Moderator, The Right Reverend David Giuliano, presided.

ATTENDANCE

Voting Members: Anne-Marie Carmoy, Cindy Désilets, Dwaine Dornan, David Giuliano, Heather Leffler, Paul Reed, Nora Sanders, Chuck Scott.

Regrets: Fannie Hudson, Amber Ing, Peter Short, Allan Sinclair.

CONSTITUTING THE MEETING

The Moderator shared a prayer and constituted the meeting with the following words:

"Au nom de Notre Seigneur, Jésus-Christ, seul chef souverain de l'Église, et par l'autorité qui m'a été conférée par le 39^{ième} Conseil général, je déclare ouvert, par la présente, le sous-exécutif du Conseil général et ses travaux dans l'intérêt du Royaume de Dieu."

"In the Name of Jesus Christ, the head of the Church, and by the authority vested in me by the 39th 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."

PROCEDURAL MOTIONS

Motion: Nora Sanders/Anne-Marie Carmoy **2008-11-26-364**

That Bruce Hutchinson, Ian Fraser, Carol Hancock, and Janet McDonald be the corresponding members for this meeting, and that Joan MacGillivray be the recording secretary for this meeting of the Sub-Executive.

Carried

Minutes of the Sub-Executive of the General Council

Motion: Anne-Marie Carmoy/Cindy Désilets **2008-11-26-365**

That the Sub-Executive of the General Council approve the minutes of the Sub-Executive of the General Council meeting held on June 17, 2008.

Carried

Green Sessional Committee Proposals

Bruce Hutchinson reviewed the work of the Green Sessional Committee.

Chief Archivist - Membership on the Executive of the General Council**Motion: Dwaine Dornan/Chuck Scott****2008-11-26-366**

That the Sub-Executive of the General Council recommend to the 40th General Council 2009 to remove from the membership of the Executive of the General Council, Section 522 (g) the Chief Archivist.

Carried**Review of the Governance, Planning and Agenda Functions of Committees of the Executive of the General Council****Motion: Paul Reed/Heather Leffler****2008-11-26-367**

That the Sub-Executive of the General Council:

1. Approve the terms of reference for the Permanent Committee for Governance and Agenda, Policy 3.04 (in Appendix A).
2. Disband the Permanent Committee on Governance, Planning and Budgeting Processes at the rise of the 40th General Council 2009.
3. Disband the Agenda, Planning and Business Committee of the Executive of the General Council at the rise of the 40th General Council 2009.
4. Rename the General Council Agenda and Planning Committee the General Council Planning Committee.
5. Recommend to the 40th General Council 2009, that the Chairperson of the General Council Planning Committee be a voting member of the Executive.

Carried**General Council Proposals Task Group****Motion: Dwaine Dornan/Heather Leffler****2008-11-26-368**

That the Sub-Executive of the General Council authorize the Agenda and Planning Committee to establish a Proposal Working Group of the Executive of the General Council; to work with the General Secretary, General Council to take appropriate preparatory measures so as to facilitate the consideration of Proposals and the work of the General Council.

Carried**Correspondence from Carol E. Mullin (July 10, 2008)****Motion: Anne-Marie Carmoy /Cindy Désilets****2008-11-26-369**

That the Sub-Executive of the General Council refer the correspondence of July 10 2008 from Chignecto Presbytery concerning the intake into the Designated Lay Ministry program offered by Union Theological College to the General Secretary, General Council for reply.

Carried**Addition to Closing Motions of the Executive of the General Council****Motion: Anne-Marie Carmoy/Heather Leffler****2008-11-26-370**

Having heard the closing motion proposal from the Green Sessional Committee;
That the Sub Executive of the General Council agree to take no action, recognizing that this is part of ongoing duties of the General Secretary, General Council.

Carried

Conference Grants Consultation Alternative

The General Secretary, General Council gave an update on the work that has taken place to date (Appendix B).

Motion: Dwaine Dornan/Paul Reed **2008-11-26-371**

That the Sub-Executive of the General Council authorize the General Secretary, General Council to explore with Conference Presidents/Leading Elders the possibility of an alternative to the method directed by the Executive of the General Council (2008-05-02-285) for the distribution of the General Council Grant to Conferences, and,

If there is agreement for an alternative from all Conference Presidents/Leading Elders, to pursue the agreed upon alternative in place of the consultation as previously directed by the Executive.

Carried

Motion: Paul Reed/Cindy Désilets **2008-11-26-372**

To adjourn this meeting of the Sub-Executive of the General Council.

Carried

The Moderator closed the meeting with blessings as we move into this season of Advent.

The meeting adjourned at 2:15 p.m.

Moderator, David Giuliano

General Secretary, Nora Sanders

Appendix A

Permanent Committee for Governance and Agenda Governance Policy 3.04

Policy Statement

The Executive of the General Council will receive assistance in practicing effective governance consistent with its values and priorities from the Permanent Committee for Governance and Agenda.

General

1. In this policy “**Committee**” refers to the Permanent Committee for Governance and Agenda, a Permanent Committee established by and accountable to the Executive pursuant to Sections 602 of *The Manual*.

*Approved, as corrected,
Motion 2008-12-11-374*

2. “**Governance**” is the principles and processes consistent with the values and priorities that guide discernment and decision-making.
3. Terms of appointment are until the rise of the next General Council.
4. The General Council Minister, Planning Processes is Resource Staff for the Committee.

Terms of Reference

5. The Committee is responsible to
 - (a) facilitate the Executive of the General Council in practicing effective governance (principles and processes for planning, budgeting and decision making)
 - (b) advise the General Secretary in the planning of the agenda of the Executive of the General Council
 - (c) facilitate each meeting of the Executive of the General Council
6. With regard to practicing effective governance, the Committee will
 - (a) recommend governance policies and processes to the Executive of the General Council
 - (b) facilitate the Executive of the General Council in the review of governance policies and processes
7. With regard to agenda planning, the Committee will
 - (a) monitor the planning and flow of the meeting life of the Executive of the General Council through the triennium
 - (b) monitor the calendar of the Executive of the General Council for the three year period, including keeping track of work requested by the Executive of the General Council and their due dates
 - (c) receive requests for agenda time and advise the General Secretary on agenda items and time allocation
 - (d) consult with the Permanent Committee Chairs in the preparation of the agenda
 - (e) evaluate meetings of the Executive
8. With regard to meeting facilitation, the Committee will
 - (a) advise on the best ways for dealing with agenda items (i.e. sessional committees, omnibus motions, referrals, presentations, policy creation, discernment processes)
 - (b) advise on and facilitate the processes and procedures including those of parliamentary rules and of discernment
 - (c) adjust the agenda, processes and procedures for the meeting as required
 - (d) provide assistance to the Moderator and the Executive for the smooth flow of business
 - (e) name voting members of the Executive to act as reference and counsel
 - (f) name a Friend in Court
9. With regard to governance education and evaluation, the Committee will
 - (a) orient members of the Executive of General Council on the polity of the United Church

- (b) monitor the Executive of the General Council's commitment to governance evaluation, governance education and planning throughout the triennium (i.e.) 15% of the meeting time over the triennium be committed to these purposes
- (c) monitor the Executive of the General Council commitment to worship, theological reflection and discernment at every meeting

Membership

- 10. The Committee will be comprised of
 - (a) a Chair
 - (b) the Chair of the General Council Planning Committee
 - (c) two voting members of the Executive of the General Council
 - (d) the Moderator
 - (e) the General Secretary, General Council
- 11. The Committee Chair (by office) is a voting member of the Executive of the General Council (The Manual 521(c)) and a Commissioner to the General Council (The Manual 501(f)).
- 12. The Committee Chair will have excellent communication, facilitation and process skills, strong skills in organizational planning, and proven leadership abilities.

Meetings

- 13. The Committee normally meets
 - (a) twice a year via Conference Call to develop an agenda prior to each meeting of the Executive of the General Council
 - (b) twice a year via Conference Call following each meeting of the Executive of the General Council
 - (c) for one or two days in addition to each meeting of the Executive of the General Council
 - (d) additionally as required
- 14. Committee members attend the meetings of the Executive of the General Council, which are typically three days twice per year

The Manual (2007) Sections 501(f), 521 (c), 524(b)
Recommended 2008 November

Appendix B

To: Sub-Executive of the General Council
Title: Conference Grants Consultation Alternative
Origin: General Secretary

The General Secretary, General Council proposes:

- 1. That the Sub-Executive of the General Council authorize the General Secretary to explore with Conference Presidents/Leading Elders the possibility of an alternative to the method

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directed by the Executive (2008-05-02-285) for the distribution of the General Council Grant to Conferences, and,

2. If there is agreement for an alternative from all Conference Presidents/Leading Elders, to pursue the agreed upon alternative in place of the consultation as previously directed by the Executive.

Background

At the May 2008 meeting of the Executive of the General Council, the General Secretary, General Council was directed to convene a meeting of Conference Leading Elders/Presidents or their designates, and Speaker/Executive Secretaries, to see if a consensus could be reached on how the Conference grants would be distributed.

This followed the report of the Task Group on Conference Grants which was received by the Executive in November 2007, and recommended a process of consultation with the Conferences which the General Secretary was directed to pursue. The first step in that process was a consultation meeting which was held in March 2008. The results of that initial consultation were encouraging and the General Secretary followed up with Conferences in a letter dated March 14, 2008. When there were no negative responses to that letter, the proposal for a further consultation was presented to and approved by the Executive of the General Council at the May 2008 meeting. (Attachment A)

When the Conference Executive Secretaries and Speaker met in November 2008, just before the General Council Executive meeting, they began talking about possibilities for consensus on the distribution of conference grants. As a group they met during evening times around the Executive meeting, and they have advised the General Secretary that they have reached consensus on a model for distributing Conference Grants. They have further indicated that they believe that the elected executives in their Conferences would support this consensus, although this has not been formally tested yet.

The consensus proposed by the group of all Conference Executive Secretaries/Speaker is based on a “minimum level of staffing” premise, which varies somewhat from the 60/40 formula referenced in the Executive’s direction to the General Secretary. That direction was based on advice in the report of the Task Group on Conference Grants.

Rationale:

Since this is a consultative process, it would be wise to engage with those being consulted when they indicate that they have been working on a possible consensus position. If consultation in advance of the meeting can arrive at consensus, (the seeking of which was the main purpose of the meeting) then there is the possibility of either cancelling the meeting, or having a smaller and shorter meeting, with resulting savings in time and money.

Attachment A – Motion 2008-05-020285 excerpted from minutes of the meeting of the Executive of the General Council, May 2008.

Attachment A**General Council Grants to Conferences (GS 52)****Motion: Amber Ing/Dorothy Hemingway****2008-05-02-285**

1. For 2009, the budget for Conference grants would be divided along the same lines as for 2008, continuing the minor adjustments that were made on a consensus basis for 2008 and including any other minor adjustments, to be worked out with Conference Executive Secretaries/Speaker as a group, to respond to any other urgent needs, that is (Table 1)

Table 1. Proposal for 2009 Conference Grants

Conference	Salary	Travel Equalization	Total	% Total
Alberta and Northwest	\$394,900	\$8,287	\$403,187	9.1%
All Native Circle	\$375,080		\$375,080	8.4%
Bay of Quinte	\$291,567		\$291,567	6.6%
British Columbia	\$378,025		\$378,025	8.5%
Hamilton	\$318,652		\$318,652	7.2%
London	\$311,082		\$311,082	7.0%
Manitoba and Northwestern Ontario	\$374,055	\$8,775	\$382,830	8.6%
Manitou	\$303,740	\$12,675	\$316,415	7.1%
Maritime	\$295,516	\$5,850	\$301,366	6.8%
Montreal and Ottawa	\$319,591	\$12,187	\$331,778	7.5%
Newfoundland and Labrador	\$315,447	\$4,875	\$320,322	7.2%
Saskatchewan	\$416,036		\$416,036	9.4%
Toronto	\$294,516		\$294,516	6.6%
Total	\$4,388,207	\$52,649	\$4,440,856	100.0%

2. Convene a consultation of Conference Presidents and Leading Elders (or past or incoming persons in these positions as substitutes) and Conference Executive Secretaries/Speaker, for three days in January 2009. This consultation would be facilitated in a similar way to the March 2008 consultation. Approximate cost \$25,000, source to be determined by the General Secretary, General Council.
3. The task before the January 2009 consultation would be to use the percentages outlined in the Task Group Report, and try to come to consensus on how the Conference grants would be distributed. (i.e. 60% fixed, meaning \$2,665,000 divided equally by 13 Conferences, and 40% flex and contingency meaning \$1,776,000 allocated through discernment based advice.)
4. If the meeting were unable to come to consensus on the distribution of the grants to Conferences, the General Secretary, General Council will bring a recommendation to the Executive of the General Council.
5. The grants proportions established through either 3 or 4 above (after approval by the Executive of the General Council) would be used for a three year period beginning in 2010, with an evaluation built in at the end.

Carried

*Approved, as corrected,
Motion 2008-12-11-374*