

**Present:**

Prairie Pine Presbytery Rep	Barb McNaughton	
Chinook Presbytery Rep	Neil Gilbert	
Conference President	Bonnie Morton	
Good Spirit Presbytery Rep	Bev Kostichuk	
Conference President Elect	Annette Taylor	Commission Chairperson
Twin Valleys Presbytery Rep	Susan Reed	
Tamarack Presbytery Rep	David Whalley	
Riverbend Presbytery Rep	Brian Maitland	
All Native Circle Conf. Rep	Bernice Salteaux	
Executive Minister	Shannon McCarthy	
Wascana Presbytery Rep	Tricia Gerhard	Commission Secretary

**Day One – June 26, 2018**

**Call to Order:** Executive Minister Shannon McCarthy called the meeting to order at 10:00 am

**Introductions:** As this was the initial meeting of the Regional Provisional Commission, each member introduced themselves with their name, location, and the treaty land they live on.

**Worship:** Executive Minister Shannon McCarthy led the members in a time of worship, with the focus on Acts 6: 1-4 and using a prayer by Bishop Oscar Romero

**Initial Conversation:**

The meeting started with some general conversation and some discernment around agenda topics and flow.

- What is it we want this new thing to be?
- There is some concern in the congregations that a small group of people is making the decisions for a large group.
- All people need to be included in the process, and clear, good communication is needed, especially between the commission and region.
- Commission's job is to get the Region up and going so that it is operational when January 1, 2019 comes around, then the visioning can happen in the wider Region. We do the practical decision making.
- It is the Region's job to do the visioning
- We are to facilitate the mission of the church, we are not only about structure, but it is essential to put into place in order to be able to focus on the mission we are called to.

**Communication Discussion:**

- How confidential are our meetings? What are we communicating to the people of the region.
- All that the Commission does, beyond hiring staff, is free to be talked about
- Commission members can and should go back to Presbytery to tell what is going on.
- Send out newsletter, e-notes, facebook.

- Commission will agree on what will be reported and send out something to the members of the region.

**Staffing Discussion:**

It was agreed by the Commission Members who were present at the most recent Conference Executive meeting that the Region would hire a person for a Regional Pastoral Relations position. The Job Description was created.

The Commission will need to establish a hiring committee in case the search goes wider than the incumbent or other program staff.

The Office of Vocation (OV) Regional position was not filled internally, so the position will be publicly posted after General Council.

The OV position will be posted August 7, 2018. The commission will work to have the Regional Pastoral Relations position posted at the same time so that both positions can go to the same pool of people, if needed.

The Executive Minister (EM) has the power to hire a Administration Staff person from the three regions, which is funded by the Denominational Council. At this point no one has been hired. This person would also be administration support for the Commission. There are factors to take into consideration for the position such as technology skills, good admin experience, and location for working space. At this point, no decisions have been made about where the EM will be located for the long term.

It is up to the Regional Commission and/or the Regional Council to decide if there will be additional administration staff. The reality is that the budget for the Region is very tight, especially the Mission and Ministry budget, because of the high number of grants given. Regions 2 and 5 have agreed to hire a full time administration person with the salary being covered by both governance and mission and service budgets paying .5 of the salary each.

**Preliminary Budget Discussion:**

Governance Budget amount: \$325,000 (not including salary from EM and .5 admin)  
Mission and Service Budget amount: \$289,000 (this is where the budget is tight)

Indigenous church has their own pool of money coming from General Council and all grants for the Indigenous church will be dealt with by the Indigenous Ministry Organization at the national level.

The Conference M&S Grants for 2018 is \$436,282 which includes provision for staffing (Julie Graham). Money needs to be found if the Region wants to continue granting at this level or else cuts need to be figured out.

One place a hard conversation needs to happen is around the Saskatchewan Chaplaincies. Current presbytery and mission support grants for the chaplaincies is \$148,567.

In regards to Mission program staff the question was asked if there could be one position shared across the three regions. Can we share the mission staff across the three regions? The current Mission program staff contract ends in December. There was a feeling that a staff person and an administration staff person were essential for the function of networks, especially around communication. The positions are vital, at least as the Regions are starting up. There will be a high communication need until the structure settles into routine, so that our networks and other mission work can be supported. There is a deep need to keep the mission and ministry work alive.

It was decided that the Commission needed to hear from the chaplaincy boards before any decisions about continuing these grants could be made. The Commission also needs to keep in mind that the reality is that the Region cannot pay for the chaplaincies unless we raise an extra \$150,000 to cover the amount needed.

The Commission will need to go through the budget carefully to figure out who needs to be consulted before any cuts to grants can be made. As it stands right now, grant decisions cannot be made until October 2018 which is the deadline for grant applications. Once the applications come in, the Commission will know what the amounts requested add up to. These grants will come out of the \$289,000 M&S Allocation.

Moats fund fall under Mission and Ministry as apposed to Governance and Structure.

May be able to give mission support grants an envelope amount that they need to work within. All grants will be made through one body from now on. One piece of information needed from the Presbyteries is how much money will be coming to the Region when the Presbyteries dissolve.

*Conference Reserve Funds:*

Moats fund: \$150,970 (with roughly \$17,000 sent to All Native Circle Conference (ANCC) for Jan to June 2018)

At this point, it is unknown where the ANCC amount will be sent after January 1, 2019. It will be up to the Commission to include this decision to share the Moats fund in the policies it creates, and it will be up to the ANCC to decide where the funds will be sent when the structure change happens.

Green Initiative grants – up to \$20,000 from the Moats fund for 2018

Current reserve funds: \$617,172, with a projected \$267,060 deficit which will be taken from the Reserves. This also includes the \$20,000 for the Green Initiatives but not the \$10,000 for the learning fund. The 2018 budget did not include staff severances, if needed, which will also come out of reserves. There is \$642,000 in Fiera as of June 26, 2018 which can fluctuate. There is \$130,000 in GICs.

Executive Minister Shannon McCarthy introduced each section of the document to the members and discussion/decision making happened. The deadline for these decisions, which have budget implications, was August.

Two of the shared services options were centralized accounting (full and limited). Discussion occurred, out of which came the suggestion that the three Regions share one full time finance staff person. None of the Regions currently have a full time person doing this work, and when the structure change occurs, only Region 2 will have a staff person who will be remaining. Each Region would share 1/3 of the salary cost.

**Proposal 01**

**It was proposed by Barb McNaughton that Region 4 agree to share a joint financial staff person with Regions 2 and 5, authorizing Shannon McCarthy to do what needs to happen to ensure this occurs.**

**Agreed by Consensus**

Further discussion happened around the other shared services being offered by General Council.

**Proposal 02**

**It was proposed by Dave Whalley that Region 4 agree to buy into the common email platform including licensing offered through the Denominational Council for the Regional Staff.**

**Agreed by Consensus**

**Proposal 03**

**It was proposed by Bev Kostichuk that Region 4 agree to have General Council do the ongoing monitoring of the Incorporated Ministries of the Region at a cost of \$500/ministry/year coming from Governance and Structure funding.**

**Agreed by Consensus**

It was mentioned that Unincorporated ministries would be a community of faith overseen by the Region.

*IT Support – Infrastructure*

Some conversation occurred around the IT infrastructure shared services idea. This option included having all staff computers looked after by GC IT staff, including the initial set up of new laptop computers.

The average cost of the GC IT package would be \$7500 per year for each region. Conference Administration Staff Person Heather Dootoff looked up the current Conference budget for IT support and found it was lower than what GC was offering as it was around \$4000 including monthly maintenance and server support. At the moment SK Conference works with one company here in Regina, which deals with the server and computers.

Under this new system there would not be a server in the office any as it would be through GC office.

The Commission members asked Shannon McCarthy to find out if there would be a way for Regions to opt into the GC program if after a year the Region decides that they indeed need this support or is it only a one-time option?

*Website option 1 – template*

Discussion was had about this topic. There will be need to transition from the current SK Conference webpage to a Regional Council webpage. The hope is that there will be a single website for the three regions (the triumvirate) with general information and each individual regional council would have their own specific page off the main one. The admin staff would maintain the page on a continual basis with local additions possible.

The current SK Conference webpage was created by A+ Computing and is included in the current IT cost of \$4000. A+ Computing also created the Manitoba Northwestern Ontario webpage and created several templates for presbyteries to use. Knowing that there will be a cost to reconstruct a shared website, and knowing that A+ Computing has done work for at least two out of three of the Conferences, the Commission asked Shannon McCarthy to be in touch with A+ Computer regarding the cost of doing this work. At this point there is no need to shut down the current Conference website.

**Additional Region 5 Draft Budget Discussion**

The opting in to the shared services offered by GC means that additional budget pieces needed to be added to budget considerations.

At this time there was discussion about office space and location. The question was raised if there is compensation for working at home. There is the expectation that a portion of the internet, phone and office supply costs would be paid for by the Region. There is also the income tax benefit of working from home.

However, there is the potential of three staff people working for the Region. Would they work out their homes or would an office space be required? More conversation needs to happen. The SK Conference office lease is up at the end of December and will not be renewed.

There is the office in Winnipeg that is leased until 2021. At the Conference Executive meeting where Commission members were present, it was decided that the Winnipeg office would be kept for the time being. Shannon McCarthy found out that the office can indeed be sublet to someone else or the lease can be transferred as long as a financial background check has been done. The cost for the Winnipeg office is \$60,000/year minus the buy out from Winnipeg Presbytery and money from Edge rental fees.

The location of the Regional office will depend on the preference of the staff as well. If after a year, it is decided to relocate the office a preference for a church location was expressed.

Some clarification was offered at this point: shared governance costs, such as office space rentals, will be divided in thirds so that each region contributes an equal amount.

As it stands, the draft budget has roughly \$12,000 left in the Governance allocation after all the other budget items are added up. There are a lot of unknowns right now, such as committees needed and travel amounts, that we cannot budget for so it is ideal to have a buffer of the Governance costs amount.

### **Document regarding Mission and Ministry staffing – proposal from Julie Graham**

Shannon McCarthy introduced the document that was submitted by current SK Conference Mission and Service Program Staff person Julie Graham. Discussion took place:

At this point we know that MNO Conference is looking to have a new job description around ministry and mission, particularly looking at helping rural congregations have conversation about vision, and will have a 1/3 youth program staff position.

It is likely that this proposed Mission and Ministry position could be a shared position across the three Regions, as it might not be as geographically specific as a position in Pastoral Relations would be. The question is: how open are the other regions to sharing a position? Julie Graham believes that the position could be shared, and that it makes good sense to share conversation, education and resources. It would be good to have someone who would be able to create workshops or find appropriate resource people for congregations who are dealing with particular topics or issues. Julie has expressed interest in this position. Julie has expressed interest in this position, even with the possibility of it being full time.

During the conversation, the fact that every congregation will need to create a “faith story” for the Covenant Hub came up. This “faith story” will have the vision, mission, history and hopes of the community of faith. In the same way Ministry personnel will have a profile on the hub as well. This will aid in the matching of personnel and communities of faith. It will be a huge job to get congregations to a place where they will be ready to add their stories to the Covenant Hub. Before congregations can even start this process, ministry personnel and supervisors will need training to help with the process. This could be part of the Mission and Ministry position as well as the Pastoral Relations position.

The big question is: What do we need the staff to be doing?

The Covenant Hub work is not a high priority unless the community of faith is actively searching for staff. So, some of it doesn't all have to happen day one. Pastoral Relations will have to be watching over all of this to make sure it happens.

Conversation moved to committees and networks, and the fact that the people doing this work know that their positions end on December 31, 2018. There is an assumption that networks and committees would be re-evaluated and that there would be a process around discerning priorities and regional mission, which could happen at the Swift Current gathering, which would help with the establishment of new committees and networks. Barb MacNaughton had a gathering for the networks and committees to do some work around what their priorities for the Region would be and handed out that sheet to the members.

It was acknowledged that there are unknowns regarding this job and at this point it might be too hard to write a narrow job description. A longer-term job description could come from Julie Graham working with the Region on visioning and discernment.

It was decided that Shannon McCarthy will talk to Julie Graham about her working on a process for Regional visioning. It might be the best use of her time now to figure out a strategy for communication and for starting the visioning process for the annual gathering. Shannon McCarthy will also talk to Executive Secretary Bill Doyle make sure that it is okay for the Commission to use Julie's time this way.

There is a deep desire to have the visioning work of the Region include as many people as possible. The presbyteries and congregations need to be included in thinking about the vision and mission of the region and connecting them with the idea of a Regional Vision. This needs to start happening before the Swift Current gathering, where the majority of the focused vision work will happen. The people need to know that they are important and integral to this process.

What is the story we want to tell about Region 4? (Roger Nishioka)  
What's important, what's at the core of our being, especially given that we can't afford all the things we are doing?

#### **Review task list – Information for Regional Commissions**

The Remit Implementation Committee are working on a structure template for the establishment of the new Regional Council – particularly around what committees will be essential to the council make up.

The recommendation is that Regions 2, 4, and 5 have similar structures, which makes the task of administration and governance easier.

One thing we know: The Region is committed to the Licensed Lay Worship Leader Training with Marg Janick-Grayston until 2019

There is a national conversation happening about archives. Are archives being cared for nationally... still figuring it out. For now, it continues as a budget line in the Region. Will likely have to pay for storage of financial records which need to be kept for seven years, unless we send them all to the Winnipeg office which has space? David Allen, convenor of the Remit Implementation Committee figures the records should all be kept in one place rather than have them scattered across the regions.

The Regional Council must have annual meetings – either the Executive or the whole Region – in person or electronically. The make up of the council is: one lay person from each community of faith and the ministry personnel. The Region decides how often the whole council meets – likely will have to have a full meeting the year before the GC meetings in order to name commissioners etc. Which would mean that the whole council would only have to meet once every three years.

### **Commission Meetings**

It was decided that the Commission would meet once a month via Adobe – *September 13<sup>th</sup> and November 8<sup>th</sup> @ 9:30 am*

The Triumvirate will meet from the evening of October 9<sup>th</sup> until 12 noon on October 11<sup>th</sup>, 2018. At the meeting the whole group will meet as well as break down into small task groups to work on specific topics and needs. The hope is that the meeting will take place in Saskatoon at Queens House.

Meeting adjourned at 5:00 pm for dinner, to resume on June 27<sup>th</sup>, at 9:00 am.

### **Day Two – June 27th**

The meeting resumed at 9:00 am with Shannon McCarthy leading the group in a team building exercise with images from the book Zoom.

### **Swift Current Regional Council Meeting**

Barb MacNaughton is the chair of the annual meeting planning team. At the moment, the committee is looking for the following to happen:

- To find a theme and theme speaker
- What the format of the meeting will look like
- Who is chairing the meeting
- How much will be business and how much visioning.

The 2019 meeting will not have as much business as the previous annual meeting gathering. As it is not a GC year, some of the proposals can go straight to the Executive to be dealt with which frees up more time for group visioning work to be done. Do we need a theme speaker or do we use people from our own region to present workshops on vision? There is a consultant out of Ontario, Betty Pries, who is strong on process and is able to encourage people to have hard conversations. She worked with the OV consultation with much success. Possible theme person??

It would be helpful if the three Regions all had a similar agenda recognizing that there needs to be space for nominations and budget discussions to happen.

Would like to explore the idea of including a ceremony with the indigenous church that honours the new relationship being built between the indigenous church and the

region. The ANCC traditionally sends two elders to be present at the Annual Meeting of Conference. The idea was raised that in an effort to honour this new relationship that is starting (which is more than just the Conference absorbing Plains Presbytery) that we incorporate the Indigenous church in the leadership of this annual meeting, like co-chair? Have a co-chair from the region and a co-chair from the indigenous community. The person nominated from the ANCC would then become part of the annual meeting planning committee as well. Barb MacNaughton agreed to contact Arlene Dieter to invite the circle to nominate a person for co-chair and also someone who would be willing to sit on nominations.

This is an opportunity to create something new. Do we need to look at having a new logo? A new banner?

Business pieces for the meeting are unknown at the moment as the Region will have only been in existence for six months. But there may be need of room for things like the Brief. There was concern that if proposals do not make it to the floor of the meeting then how will the voices of the wider community be heard.

The Commission was reminded that the Region needs to decide what policies that will be carried forward from the presbyteries who before closing are supposed to create a policy manual, and it would be approved by the Region.

**Two people for Triumvirate:** Brian Maitland, Bev Kostichuk

#### **Explorer Project**

Young Adults have a summer experience of ministry – it is a ministry exploration exchange to experience church outside of their context. There is a budget implication in that the Region pays the travel of the explorer (Toronto Conference pays salary).

#### **Proposal 2018-19-04**

**It is proposed by Brian Maitland that Region 4 fund the Explorer Project up to \$2500 for the summer of 2019.**

**Agreed by Consensus**

#### **Pastoral Relations Position Interview Committee**

Neil Gilbert and Dave Whalley agreed to be part of the hiring committee which will be called into action if the incumbent declines the position. They will work with Shannon McCarthy.

#### **Mission and Ministry Program Positions**

The Budget task group needs to figure out how to make it possible to have a position or two happen. They will also look at the 1/3 time youth position so that it doesn't fall through the cracks

### **Nominations Committee**

A new Nominations Committee will need to be established. This work likely could happen in September. There should be a Commission member on the new committee in order to help with the transition. The full nominations committee will meet in the fall and then initial General Council committees will happen at this point. Current committee is not doing work for the Region transition, they are doing the work of the General Council committee searches. Some committees will need to be in place in January, but others can arise as we go, with the work being done by executive until they are established. Commission members speak to the presbytery nominations to let them know that there will be a gathering in November

At this point the members broke into three groups to deal with communications, budget and region naming.

### **Communications Team**

The team asked Bev Diebert to add a blurb to the e-note informing people that the Commission has started their work and that folks are to keep an eye out for information on the website, the Region 4 Facebook page, and E-notes. They also had a list of names of the Commission members.

A letter will be sent out to the congregations of all presbyteries to be read out from the pulpit, likely once now and again in the fall. Another letter will be sent to Presbyteries to be shared with task groups, committees etc in early September. That way all Presbyteries get the same information. The letter will have a request for agenda time at the September meetings so that Commission members can answer questions (especially around what happens when Presbyteries give money to the Region, need to talk about what is going to be carried forward from our committees, i.e. what is happening with chaplaincies, mission granting body...) and give a report.

The team will use the Sask Conference Website, ANCC website, and the Region 4 Facebook page (seeking permission first). They will also contact Plains Presbytery to seek permission to send a letter to their churches, or to see if they would rather send a letter themselves.

Official Correspondence can be sent to: Annette Taylor  
Susan Reed will contact Laura Foushe and Jennifer Janzen-Ball regarding the Region 4 Facebook page.

### **Naming the Region**

At this point there is no firm deadline for Region names. Submissions will be sought out from the congregations in the Region, via email ([nameregion4@gmail.com](mailto:nameregion4@gmail.com)). Once names have been collected, the list will be whittled down to a list of top four or five, and an online voting system will be created, allowing as many in the Region to vote on our name as possible. Tricia Gerhard will contact Graham Brownmiller to find out how BC Conference set up their online voting system. Will work on a time line and let the Commission know.

### **Budget**

The team added in the new budget items to the draft Region 4 budget. They also rejigged the Governance budget, while the Mission and Ministry budget is a work in process. The staff lines are as they were in the original draft talked about during Day One. Transparency of budget is important, especially about the division of the moneys from mission or from governance

1/3 time Youth program staff is estimated at \$23,000

FT Mission program staff at \$47,500

Region admin staff at \$32,000

The way we do mission and ministry on the ground and the mission support and presbytery grants will affect the rest of the Mission and Ministry amounts. The Region needs to move to a one grant system, which may not be able to offer the same grant amounts as given by Presbytery and Mission Support grants combined.

Congregational assessment is 4.5% of income minus what is given away (ie charitable donations). If congregations decided to give directly to a local ministry it will be deducted from the assessment formula.

Presbyteries need to know that if they pool their reserves at the time of closure they could be used to sustain ministries that normally get larger grants

Meeting adjourned 12:22 pm.

### **Next Meetings:**

**September 13<sup>th</sup>, 2018, 9:30 am (Adobe)**

**October 9, 10 and 11th (start the evening of 9<sup>th</sup>, end by noon on the 11<sup>th</sup>.)**

**November 8<sup>th</sup>, 2018, 9:30 am (Adobe)**