

**Executive Council Minutes**  
**October 20, 2020**  
**Meeting held over Zoom**

Attendance: **Present Absent Excused**

*Officers:*

**The Rt. Rev. Dr. Marc Handley Andrus** Bishop and President **P**  
**The Rev. Jane Stratford** Chair, Class of 2020 **P**  
**Richard Patenaude** Vice Chair, Class of 2021 **P**  
**Mees Tielens** Secretary, Class of 2021 **P**

*Class of 2020:*

**The Rev. Debra Low-Skinner** **P**  
**Aidan Jobe Sea** **P**  
**Thomas LaFrance** **P**  
**Charles Mader** **P**  
**Patrick Anderson** **P**

*Class of 2021:*

**Bruce Morrow** **P**  
**Eleanor Prugh** **P**  
**Don Miller** **P**  
**The Rev. Merry Chan Ong** **P**

*Class of 2022:*

**Marj Leeds** **P**  
**The Rev. Ginger Strickland** **P**  
**Tom Matthews** **P**  
**Anna Haight** **P**  
**Birgit Eschmann** **P**  
**Jon Owens** **P**

*Bishop's Appointees:*

**Robyn Amos** **A**  
**Miguel Bustos** **A**  
**The Rev. Liz Tichenor** **P**

*Ex-officio members:*

**The Rev. Richard Edward Helmer** Secretary of the Convention **P**  
**Brad Barber** Treasurer of the Diocese **P**

*Diocesan Staff:*

**The Rev. Canon Abbott Bailey** Canon to the Ordinary **A**  
**Jim Forsyth** CFO **P**  
**Davey Gerhard** Director of Development **P**

*Other attendees:*

**Christopher Hayes, Esq.** Chancellor of the Diocese **P**  
**Albe Larsen** Standing Committee **A**

*Guests (St. Dorothy's Rest):*

**Amy Cook**

**The Rev. Alan Gates**

**Sara Gunter**

**Maria Hjelm**

**Richard Kemink**

**The Rev. Chip Larrimore**

**Daphne Vernon**

**Dewey Watson**

**Nick Williams**

#### **4:34 PM Call to Order and Opening Prayer (Liz Tichenor)**

#### **4:35 PM Approval Item**

- Meeting Agenda
- Minutes of September 15, 2020 meeting

Patrick moves to approve the minutes. Birgit seconds. The motion passes.

#### **4:38 PM Norms (Richard Patenaude)**

Richard asks Executive Council to consider the relationship between our meetings and our mission to the wider world.

#### **4:45 PM Bishop's Time**

The Bishop thanks everyone who made Diocesan Convention possible, including Jim Forsyth, Ginger Strickland, Richard Edward Helmer, Christopher Hayes, Brad Barber, and Lane Ringlee, as well as the Executive Council members who will be rotating off this year. Even with the many challenges it was a good and important convention.

Our customary meal with the Standing Committee in December cannot take place in the same way and the Bishop is soliciting ideas for ways to celebrate the hard work Executive Council has done in this historic year.

Two appointees are rotating off the council at the end of the year. The Bishop explains that he may appoint up to five members of Executive Council; he uses those positions to ensure the presence of financial expertise, and to help the council reflect the diversity of the wider diocese. Bishop Marc asks the council to keep an eye out for potential council members that speak to either or both of those two areas of appointment criteria.

#### **4:57 PM Financial Reports (Jim F/Brad Barber)**

Christopher specifies that Lane Ringlee's term as treasurer began at the close of convention. Brad presents the financial reports. The aging report looks good; almost all the accounts are current as a result of assessment relief and/or good stewardship of current resources. The line of credit report reflects almost no activity, and the income statement continues the pattern of the last several months. Between the PPP loans, Bishop Marc and Davey's solicitation of gifts, and good stewardship of assets and budgets by congregations, we are ending this year in a way few people thought we would be able to.

The Finance Committee was asked to review appropriations for the Bluebird Project, which raised the question of what the role of the Finance Committee should be around expenditure of funds from the Capital Campaign. A subcommittee, headed by Chip Larrimore, will review that legislation and make a recommendation to the Finance Committee. It will then be presented to the Council.

### **5:05 PM Matters before Council**

- Authorization to obtain credit approval (Christopher Hayes)

Birgit moves to approve the authorization document necessary to renew the diocesan line of credit. Eleanor seconds. The motion passes.

- Assessment Appeals update (Debbie Low Skinner)

Debbie Low Skinner updates the council on the six applications for assessment relief that are currently being evaluated and will come before the Council soon (with a total of \$225,472).

- Convention update (Brother Richard)

The secretary of the convention highlights for the sake of the Council's future budget planning that the resolution supporting the Emmett Till anti-lynching act calls for the formation of a committee with a \$15,000 annual budget.

The task force on sexual harassment is almost fully constituted. The Liturgical Commission is now also meeting and received charges from convention, including the celebration of Juneteenth starting in 2021.

- Sabbatical leave policy

This resolution charges the Council to come up with a policy for sabbatical leave for interim clergy and also has financial impacts. The cost of employing interim clergy is borne by the congregation in question, and although a placeholder line item in the budget is within precedent, it will take considerable funds to populate it sufficiently. It isn't clear where that money would come from in a flat budget, and we may need to think about implementing cost-sharing (each congregation employing an interim would set aside a small amount to go into the fund). Pooling the funds rather than having the congregation fund the sabbatical outright would help ensure equity. Executive Council must therefore come up with a policy and a way to pay for it.

Jon highlights that the policy is meant to cover all clergy, including deacons.

Aidan proposes the possibility of working with other dioceses, perhaps taking the lead. The Bishop says that there is a precedent for creating policies that affect multiple dioceses to make them more comprehensive and beneficial.

Debbie mentions that the Episcopal subgroup of the Interim Ministry Network may be a good resource for this.

Aidan, Tom, and Eleanor volunteer to help create this policy.

*Davey leaves the meeting at 5:56PM.*

- St. Dorothy's

Jane welcomes the people representing St. Dorothy's Rest (SDR). SDR makes a video presentation to the Council about their request for an extension of their line of credit and Jane then opens the floor for questions.

The goal of SDR is to be self-sustaining, which was obviously impacted by the pandemic. SDR has worked to find alternative ways to generate income in 2021 given the likelihood of camps not taking place. Council discusses the current financial situation, including the options of selling land and/or buildings to cover the extension of the loan.

SDR is not the only church camp or conference center facing problems and the council and board discuss the larger issue of staffing these centers; closer collaboration, including possibly sharing executive staffing, should really be considered. This situation has been long in the making and some rigorous creative reimagining is now required.

SDR serves some of the most vulnerable people in the diocese; their camps are the most diverse on a socio-economic and racial level. SDR serves people the other centers don't. But that mission isn't necessarily present and supported by congregations in a way that would allow this important ministry to continue.

The council asks the Finance Committee to investigate and report back on the financial implications of selling buildings and extending the line of credit. Tom makes the motion. Don seconds. The motion passes.

The next council meeting will include time to further discuss SDR.

*Bishop Marc leaves the meeting at 6:39 PM.*

### **6:40 PM Chancellor's Time**

Brother Richard moves the council enter executive session. Aidan seconds. The council enters executive session at 6:40PM and exits at 6:48PM.

### **~~6:15 PM Standing Committee Report (A. Larsen)~~**

*Patrick, Brad, Tom, and Don leave the meeting at 6:47PM.*

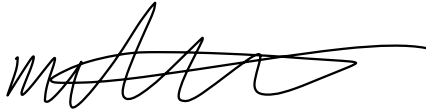
**6:48 PM Deanery Reports**

Marin met and allocated funds to the racial justice ministry at St. Columba's.

Contra Costa and Southern Alameda met before convention. Peninsula is meeting next month, as is San Francisco.

**6:53 PM Closing Prayer (Aidan Jobe Sea)**

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Mees Tielens', with a long horizontal flourish extending to the right.

Mees Tielens

Secretary of Executive Council

September 25, 2020