



Executive Council Minutes
April 17, 2018
Grace Cathedral - Wilsey A/B Conference Rooms

The Rev. Debbie Hawkins, Chair of Executive Council (EC), called the meeting to order at 4:33pm. David Frangquist offered the opening prayer. Snack Provided by: Scott Whitaker.

Attendance: *p=present, a=absent, t=telephone*

Officers:

The Rt. Rev. Marc Handley Andrus **p**
Bishop and President
The Rev. Deborah Hawkins **p**
Chair
Lane Ringlee **p**
Vice Chair
The Rev. Matthew Woodward **p**
Secretary

Class of 2018:

Wendy Olson **t**
Bruce Morrow **p**
Scott Whitaker **p**
Robert Middleton **p**

Class of 2019:

Ronald C. Johnson **p**
Jim Wiant **p**
The Rev. Margaret Trezevant **a**
Scott Buckingham **p**
Susan MacKenzie **p**

Class of 2020:

The Rev. Jane Stratford **p**
The Rev. Debra Low-Skinner **p**
Thomas LaFrance **p**
Charles Mader **p**
Patrick Andersen **p**

Bishop's Appointees:

Brad Barber **p**
Robyn Amos **p**
Miguel Bustos **p**

Ex-Officio Members:

David Frangquist **p**
Secretary of Convention
Robert McCaskill **p**
Treasurer of the Diocese

Other Attendees:

Christopher Hayes, Esq. **p**
Chancellor of the Diocese
Dorothy Tsuruda **p**
Standing Committee Representative
Mary Louise Gotthold **p**
Recording Secretary

Diocesan Staff:

Canon Abbott Bailey **p**
Canon to the Ordinary
Tom Ferguson **p**
CFO
The Rev. Eric Metoyer **a**
Associate for Congregational Ministries
Stephanie Martin-Taylor **a**
Working Group Head for Communications
the Rev. Jeremy Clark-King **a**
Brentwood Development Consultant
Davey Gerhard **p**
Director of Development
Amy Cook **a**
Working Group Head for Faith Formation
Jennifer Seaman **a**
Bishop's Assistant

Guests

Business:**4:35pm The Minutes**

Approval of

- The Meeting Agenda was approved.
- Minutes of March 20, 2018. Lane Ringlee moved they be accepted, there was a second and approval by the council.

4:36pm Committee and other Appointments

- Appointment of Richard Patenaude to Assessment Appeals Committee. The Council agreed to appoint Richard.
- Family Medical Leave Taskforce. Bishop Andrus reported that Matthew Burt has agreed to chair this task force. Canon Bailey and Bishop Andrus are working on another 5 members of this taskforce and they are close to agreement from all of them.

4:38pm Bishop's Time

Bishop Andrus noted that he was now a member of the ESC board (Covia Board). Bishop Andrus attended the board retreat this last weekend. Bishop Andrus requested that we enter executive session to discuss the pending litigation at 4:44pm. We exited executive session at 4:47pm.

Bishop Andrus is going to have an abbreviated sabbatical this year. Jennifer Seaman has worked hard to support Bishop Andrus in taking a sabbatical. We won't have locum bishop's coming in to do visitation, we are on schedule without extra help.

In May and June Bishop Andrus will be working on his dissertation. In addition the Eccumenical Patriarch has invited Bishop Andrus and Sheila to an ecological pilgrimage in Athens during his sabbatical time. In July he will be at General Convention. He will be back in late July.

Grace Cathedral is confirmed as the site for the opening of the Governors Environment Summit on September 12th. The

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Governor is a leader of the movement: "We are still in." which means civil society remaining in the Paris agreement, although the Federal Government has withdrawn. Bishop Andrus has been asked to become an ambassador for the "We are still in" movement. He hopes that our Convention this summer will pass a resolution supporting the Paris agreement. Bishop Andrus hopes that the Presiding Bishop will agree that she should reach out to our eccumenical partners to encourage them to support the Paris agreement also.

Bishop Andrus gave thanks for prayers for his mother. She recovered from pneumonia. Continue to pray for Mary Francis.

4:56pm Chancellor's Report

The Chancellor requested we enter executive session to discuss pending litigation at 4:56pm.

We left executive session at 5:03pm.

5:20pm Finance Report - Tom Ferguson and Bob McCaskill

Bob McCaskill reported on the meeting of the finance committee.

Income Statement - year to date surplus. Expecting to move into deficit later this year due to unbudgeted legal expenses.

Ageing Report - only four congregations are on this list currently.

Line of Credit - Line of credit activity was light in March.

The finance committee spent over an hour at its April 10 meeting discussing a request to increase the line of credit of Episcopal Community Services from \$2 million to \$3 million. Eric Larra, CFO of ECS, participated in the finance committee's conference call to answer questions. No action was taken as the committee intends to hold at least one more discussion about the request. Two important concerns are that the increase would mean ECS's

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line represents one-third of the total diocesan line of \$9.5 million, and that a default, even if a remote possibility, would have a very large detrimental impact on the Diocese.

If an increase in the ECS line of credit is recommended, it will be brought to the Executive Council for approval. Davey Gerhard noted that parishes in capital campaigns may need to use the line of credit to assist with their implementation phase. Bob reported that this was helpful to know, and asked that all parishes considering this contact Tom Ferguson in order to make sure he has information ahead of time on any applications.

A question was asked about the reason for the requested increase in credit. It was reported that ECS has expanded its work in commendable ways.

A question was asked about whether a smaller increase would be acceptable. It was noted that this had been raised with them and they would accept a smaller increase.

Beth Stokes is the new ED of ECS, and is scheduled to speak to Executive Council in May.

5:15pm Capital Campaign Update - Davey Gerhard

Davey Gerhard thanked the council for our support of Expanding Horizons. At Ambrose and Christ Church Alameda are beginning work. A good conversation has taken place with Christ Church Los Altos, specifically the Ventana School to help them build more classrooms.

Looking at our timeline, we would like to release consultants by the end of this year. Parishes need to start this summer or fall.

St Stephen's Orinda and St Paul's Oakland are working on a case. There will probably be 4-6 more congregations in campaigns by the end of this year.

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The major gifts section of the campaign continues. There are large donors considering supporting St Dorothy's Rest and want to see the impact of the Hospital camps, so arrangements are being made for them to visit these camps.

A further major gift donor is in conversation with the Diocese.

When no more parishes are beginning collaborative campaigns we will institute the final phase of the campaign which is an in-pew collection from all parishes that did not participate in a collaborative campaign.

The Major gifts phase will continue as long as it needs to for this work to be concluded.

5:23pm Break

5:39pm We returned from break

It was noted during the break that there was an error on the previous months minutes. An amendment of the previous minutes was proposed. Robyn Amos was marked as absent, but was in fact present.

**5:40pm Discussion of *the Agile Church*: Chapter 2
- Canon Abbott Bailey**

We began a discussion on this chapter with a repeat of the opening prayer which was inspired by chapter 2 of this book, composed by David Frangquist. The prayer is copied below:

*Dear Creator God,
by whose ordinance the world is ever evolving and being created anew,
in the realm of our human society as well as in the physical realm:
forgive us when we cling to a desire for a changeless church,
rather than working to reshape the church to respond to the world as it is;*

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*forgive us when we focus on serving ourselves,
rather than serving You and all Your people;
forgive us when we seek to turn the church into a restaurant,
feeding only the appetites of the culture around us,
rather than responding to the deep hunger of Your people;
forgive us when we stick to old, tried and untrue methods,
continuing to do the same old things
in the hope they will produce different results;
stimulate our imaginations and bring us clarity of vision,
that we might connect to the hopes, dreams, struggles and spiritual yearnings
of the people around us,
bringing them your transforming gospel in fresh new ways
full of meaning, belonging and purpose,
and addressing the deep, ultimate realities of their lives;
this we ask in the name of Jesus Christ, who gives us hope. Amen.*

A conversation continued on this chapter.

6:03pm Plans for the upcoming EC handbook - Daving Frangquist

David Frangquist introduced his edited version of the Handbook.

David Frangquist moved the adoption of all edits in the amended handbook he presented, Jim Wiant seconded the motion. Subject to the following adjustments the motion was approved by the council.

- Budget approval should be moved to June in the schedule of annual business by agreement of the council.
- In the section on relationships with diocesan institutions it was noted that the new name for ESC, which is Covia, has not yet been approved by the State, and should therefore not be included in the revised handbook.
- At the top of page 12 an amendment of the Department of Finance, to the Finance Committee was missed. This will be included in the final version.
- On page 9 paragraph 3 the word Executive is spelled incorrectly.

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6:20pm Deanery Reports

Alameda - The June meeting is coming us, and Abbot Bailey is attending.

Southern Alameda - had a meeting on Sunday. Warren Wong came to their recent meeting and spoke about General Convention.

San Francisco - Meeting dates have been mailed in.

Marin - no report was given.

Peninsula - Canon Bailey and The Rev. Eric Metoyer is coming to meet with the deanery in May.

Contra Costa - we had our meeting last month, Canon Abbott Bailey attended. Working on electing a chair. The deanery was asked about communication, many delegates didn't know about the talking points. We need to continue to work on communication flow.

6:33pm Talking Points

Grace Cathedral is confirmed as the site for the opening of the Governor's Environment Summit on September 12th, 2018. This is an exciting opportunity for our Cathedral and Diocese. Please see the Diocesan website for more details. Please also save the date and consider coming.

Continue to pray for Bishop Andrus's Mother, Mary Francis, that she continues to recover from Pneumonia.

We welcome the celebration of new ministry of the Rev Vincent Pizzuto and the growth in the church of St Columba's Inverness where he serves. Their ministry in west Marin is impacting the community, and their retreat center is a valuable resource for the diocese.

Please consider participating in Expanding Horizons as our time with consultants is coming to a close.

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**6:40pm Closing Prayer was offered by Jim Wiant
and the meeting was adjourned.**

Respectfully submitted,

**The Rev. Matthew Woodward
Secretary of Executive Council**

**Mary Louise Gotthold
Recording Secretary**

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