



Executive Council Minutes
January 26, 2018
Bishop's Ranch Pavilion

Debbie Hawkins, Chair of Executive Council (EC), called the meeting to order at 10:00 a.m. Bishop Andrus offered the opening prayer.

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 p
Bruce Morrow p
Scott Whitaker p
Robert Middleton p

Class of 2019:

Ronald C. Johnson a
Jim Wiant p
The Rev. Margaret Trezevant p
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 a
Patrick Andersen a

Bishop's Appointees:

Brad Barber a
Robyn Amos p
Miguel Bustos a

Ex-Officio Members:

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

Other Attendees:

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

Diocesan Staff:

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

Guests:

Business:**10:02 am Approval of Meeting Agenda and Minutes**

The agenda was amended to include an ESC litigation update
The Minutes of December 5, 2017 meeting were approved.

10:04 am Bishop's Time

- Bishop Andrus had covered the new position yesterday in his presentation to the Executive Council retreat regarding a Diocesan Missioner. Details of this position and its scope are to be worked out.
- A question about the term 'church plant' in relation to the work of the Diocesan Missioner was raised. It was asked that we phrase this in a different way, Bishop Andrus agreed to seek new language.
- Capital Campaign, it is hoped that the major gifts portion will be completed this year. There are a lot of potential major gifts in the pipeline. Many asks are out, it is hoped that the major gifts portion will fulfil its goal.
- Bishop Andrus expected to represent the Presiding Bishop in Poland this year in December at the next UN Climate Conference. There is a verbal agreement from the Presiding Bishop to keep a delegation representing him at these conferences through 2020 to reach the fifth anniversary of the Paris agreement. That is when the Paris agreement will be reviewed. It is hoped that 2 degrees goal will be reduced to 1.5 at that point. The Episcopal Church policy positions have advocated for the 1.5 degree level.
- In March Bishop Andrus will be teaching in Costa Rica.
- Bishop Andrus will take the cancelled portions of his sabbatical during May, June and August this year. Bishop Andrus will take confirmation and ordinations in these months, but will be working day to day on his dissertation. Again in August he will take time for his dissertation. In July the general convention of the episcopal church will take place. Our deputation is the only one in the church for which all deputies and bishop have committee assignments. We have an important role in the General Convention. Bishop Andrus will therefore attend and recommence his sabbatical afterwards.
- This convention will consider full communion with the Methodist Church.
- Some controversial legislation to be considered includes the Chair of the House of Deputies being salaried.
- Bishop Andrus hopes and believes we will pass a resolution committing the Episcopal Church to the Paris Climate Agreement.
- Bishop Andrus responded to a question on the issue of salarizing the Chair of the House of Deputies and made comments on the nature of Episcopal Polity, including the polity of the Diocese of California which has strong accountability structures. We have evolved our polity and

*Our Mission: Embodied Justice for All People & for God's Creation
Church Vitality • Rooted Spirituality
Transparent & Accountable Leadership • Inclusive Community*



some elements have remained the same. The Presiding Bishop is an ordained position with responsibilities overseen by canon law, the President of the House of Deputies is not an ordained position, not governed by canon law, and so there are questions about whether a salary is appropriate in the same manner as the Presiding Bishop. A wide ranging discussion took place.

- Bishop Andrus responded to a question on full communion with the Methodist Church and stressed that it was not a merger, but that we will be able to take communion in each other's churches. With regard to the recent full communion agreement with the Episcopal Lutheran Church we share communion and we can hire a Lutheran pastor in an Episcopal Church, and they can do the same. Apostolic succession is a working point for us in all of our ecumenical discussions.

10:27 am Financial Reports (Tom Ferguson)

- Tom Ferguson presented the finance committee report on behalf of Bob McCaskill.
- Tanya Avrutin, the diocesan accounting manager for the past six-plus years, has left for a new position. Tina Seng (tinas@diocal.org) is her interim replacement. A permanent replacement is being sought.
- A package was sent out last night which is an interim end of year report.
- The very preliminary 12/31/17 income statement as of 1/15/18 provided to Executive Council shows a surplus of \$208.6K. After year-end adjustments to assessment revenue and for depreciation expense are made, the surplus will drop to \$94K. We then still have discretionary funds and non-operating budget gains and losses to calculate, as well as late expenses that were not yet submitted or booked as of January 15. Tom is optimistic that the Diocese will report a small surplus for 2018 when all expenses are included.
- The Aging Report was satisfactory with a lower than usual amount of past due receivables from congregations.
- Line of Credit Report: In December the Diocese paid off a short-term borrowing under the Union Bank line of credit. Congregational activity on the line was minimal.
- We charge modest fees of \$4 per paycheck issued throughout the year. The diocese is currently paying a higher fee than we are charging to parishes. So the Finance Committee will discuss raising this payroll fee. It is suggested that a \$2 increase will take place over two years, but this is yet to be finalised.

*Our Mission: Embodied Justice for All People & for God's Creation
Church Vitality • Rooted Spirituality
Transparent & Accountable Leadership • Inclusive Community*



10:34 am ESC litigation update

- The Chancellor requested that we enter into Executive Session. The Chair agreed. We entered Executive Session at 10:34 am. We concluded executive session at 10:54 am.

10:50 am Appointments

- The Chair introduced the appointment of the Program and Budget Committee by saying that a representative from each deanery should be on this committee.
- A question was asked about how fast the budget should be set. Bishop Andrus acknowledged that there was a communications issue on the question of the Budget as people often say they didn't have enough input. Having deanery representatives on this committee is the meant to be the method for communication between deaneries and the diocese on the subject of budget setting.
- Bishop Andrus noted that it is hard to create new positions without losing other positions within the diocese as we have a fairly flat budget.
- Becoming a member of this committee is important, but also implies that those members are part of the communication of the budget priorities of the diocese to make sure this is clearly done in a representative way. The Diocese also publishes a narrative budget for all parishes but they are not all displayed.
- If you are going to serve on program and budget, it is not just about making decisions regarding the numbers, but it is about communicating the diocesan financial priorities.
- There was a discussion on the assessment formula for parishes paying to the Diocese, and also the Episcopal Church assessment formula for diocese paying to the Episcopal Church. These have both been revised down over a number of years, but not on the same schedule as each other. Our Diocesan Assessment to the Episcopal church is now at a lower level than it has been previously which will have a long term impact on our budget.
- We also heard that the Development Director was being paid by the capital campaign currently, but that this would revert to diocesan budget eventually. Bishop Andrus commented on his plans in this area. The Development department is essential to our ongoing financial health. Bishop Andrus would like the development department to be permanent, rather than having it come to an end at the conclusion of the Capital Campaign. Bishop Andrus is also hoping to raise money for the Haiti section of the capital campaign outside of the Capital Campaign. If that is possible, it is hoped that the money for that within the capital campaign would endow a development director going forward.

*Our Mission: Embodied Justice for All People & for God's Creation
Church Vitality • Rooted Spirituality
Transparent & Accountable Leadership • Inclusive Community*



- We returned to the question of the program and budget committee membership. **Each deanery delegation was asked to decidewho would serve from within their deanery on this committee.**
- The chair listed members of the EC by deanery.
- Matthew Woodward agreed to serve for Peninsula Deanery.
- Scott Whitaker agreed to serve for Southern Alameda Deanery.
- The Vice Chair Lane Ringlee proposed that we create a small sub-committee to review the EC handbook. **This item was referred to the next meeting.**

11:20 am Standing Committee Report

- There was no standing Committee Report offered.

11:20 am Updates/Reports from DioHouse Staff

- There were not updated from Staff.

11:20 am Calendaring for 2018

January	Fri. 26th, 9:45am - 11:30am	Bishop's Ranch, Pavilion
February	Tues. 20 th , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
March	Tues. 20 th , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
April	Tues. 17 th , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
May	Tues. 15 th , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
June	Tues. 19 th , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
July	Tues. 17 th , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
August	Tues. 21 st , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
September	Tues, 18 th , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
October	Tues. 16 th , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
November	Tues. 13 th , 4:30 pm - 6:30 pm	Grace Cathedral, Wilsey A/B
December	Tues. 4 th , 4:30 pm - 8:00 pm	Grace Cathedral, Wilsey A/B/C

Christmas party with Standing Committee.

11:20 am Talking Points

- The Program and budget setting committee is being formed from within your representatives on the Executive Council currently and will be in place by the first week of March. It will have representatives from every deanery, your representatives will be named then. Please talk to them about the budget setting process and have your voice heard.
- Our new Canon to the Ordinary, Canon Abbott Bailey has been appointed and is moving to California on February 13th and will be starting work by the end of February. Any leads on housing for Abbott and her dog would be gratefully received (contact Jennifer Seaman, the Bishop's Assistant with these suggestions Jennifers@diocal.org). We welcome her.

*Our Mission: Embodied Justice for All People & for God's Creation
Church Vitality • Rooted Spirituality
Transparent & Accountable Leadership • Inclusive Community*



- Stephanie Martin-Taylor (stephaniem@diocal.org) would invite good news to be sent to her as part of a desire to share best practice and good news around the diocese.

11:30 am Closing Prayer & Adjournment

- The meeting closed with the Lord's Prayer at 11:30 am.

Respectfully submitted,

The Rev. Matthew Woodward
Secretary of Executive Council

Mary Louise Gotthold
Recording Secretary

Our Mission: Embodied Justice for All People & for God's Creation
Church Vitality • Rooted Spirituality
Transparent & Accountable Leadership • Inclusive Community

