

Executive Council Minutes

May 19, 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** (until 6PM)

The Rev. Ginger Strickland **P** (until 5:40PM)

Tom Matthews **P**

Anna Haight **P**

Birgit Eschmann **P**

Bishop's Appointees:

Robyn Amos **P**

Miguel Bustos **P**

The Rev. Liz Tichenor **A**

Ex-officio members:

The Rev. Richard Edward Helmer Secretary of the Convention **P**

Brad Barber Treasurer of the Diocese **P**

Lane Ringlee Assistant Treasurer **P**

Diocesan Staff:

The Rev. Canon Abbott Bailey Canon to the Ordinary **P**

Tom Ferguson CFO **P**

Davey Gerhard Director of Development **P** (until 5:57PM)

Other attendees:

Christopher Hayes, Esq. Chancellor of the Diocese **P**

Albe Larsen Standing Committee **P**

4:33 PM Call to Order and Opening Prayer

The meeting is called to order at 4:33PM. The Rev. Merry Chan Ong leads us in prayer.

4:35 PM Approval Item

The minutes of April 21, 2020 are approved as amended.

4:40 PM Norms (Richard Patenaude)

No norms this month.

4:42 PM Bishop's Time

Bishop Marc moves the meeting go into executive session. Miguel seconds. The motion passes. Entered executive session at 4:43PM. Exited executive session at 5:04PM.

Miguel moves that St. Augustine's Oakland become an aided parish under the financial terms of 100% credit assessment relief from May 1 to December 31 2020, 75% of 2021 assessment, and 50% of 2022 assessment. Don seconds. The motion passes.

COVID19 will continue to have unforeseen effects on diocesan institutions and congregations.

We have a limited amount of funds with which to grant assessment relief (around \$75,000).

Davey and Bishop Marc are working on two strategies: the first is to use the funds that are at the diocese's discretion from the Expanding Horizons campaign (around \$350,000); the second is the Resurrection Fund (an estimated \$500,000 has been raised from individual donors at this time). In addition, the working group heads have cut discretionary spending from their budgets while preserving programs. The diocese is working hard to preserve the camps, retreat centers, staff, vulnerable congregations, and essential programs through 2021.

Over 30 PPP loans have been granted to congregations and institutions, around \$3.4 million, greatly strengthening our congregations' ability to weather the pandemic at least through the summer. Around 15 are still pending. In addition to the customary assessment relief process, a second round of relief will take place in fall.

If the Diocese's PPP loan is granted (north of \$350,000), it will go towards the 3 groups on payroll: Diocesan staff, Braid Mission (the funding for Braid comes from major donors but they are still eligible for PPP-related funding), and people on salary continuation (the diocese and congregations are not part of the state unemployment system and staff who lose their job through no fault of their own receive salary continuation at a reduced amount).

The assessment relief deadline of May 31 is coming up soon. Jane has been receiving questions about the possibility of across the board assessment relief. Would it be wise to put out a statement to a) address the canonical and logistical barriers to a broad assessment relief and b)

make it known that there may be a second round of relief in the fall? There is still a lot of uncertainty around PPP loans and opportunities for congregations. Bishop Marc explains that they plan to announce that there will be a second round of substantive help in the fall but it is too early to say what that will look like as the consequences of the pandemic are still unfolding. Brad suggests a communication coming from himself as treasurer and Jane as chair of EC that goes into the assessment relief process and why, for example, assessment relief across the board is not the right strategy to clarify matters for clergy and lay leaders. Canon Abbott adds that a broader communication is also planned for the next clergy gathering in a week and a half, to which vicars, rectors, and senior and junior wardens have been invited.

Grace Cathedral is offering a diocesan-wide Pentecost service, featuring music from various congregations and readings in different languages.

5:40 Break

5:47 PM Financial Reports (Tom Ferguson/Brad Barber)

Brad Barber reports that the program and budget committee has met twice and the Executive Council will receive a budget for consideration at the June meeting. It provides for a modest COL increase at 1.5% and a balanced budget without making use of the resurrection fund gifts or other extraordinary gifts.

The financial statements reflect a surplus of around \$100,000 on \$1.5m revenue because of increased income and decreased expenses.

The aging report has so far not reflected discernible financial stress of congregations beyond what was already known. Most congregations are still current with payroll.

LOC report: given the uncertainties we are facing the Finance Committee will be reviewing the congregations that have loans outstanding on a rotating monthly basis to identify any problems early.

St Paul's Burlingame has resisted the idea of providing an additional security interest as discussed in the 4/21 EC meeting. They are likely to make a decision on whether to accept the loan on that basis by June 1.

Jane moves the Council enter executive session. Brad seconds. The motion passes. Entered executive session at 5:55PM. Exited executive session at 6:09PM.

6:11 Chancellor's time

Bishop Marc moves the council enter executive session to receive the chancellor's litigation report. Jane seconds. The motion passes. Entered executive session at 6:11PM. Exited executive session at 6:25PM.

6:25PM Diocesan convention+AEMCH

Richard Edward Helmer reports that the committee is in the early stages of considering what a virtual convention might look like, both logistically and canonically. A formal resolution from Executive Council and perhaps Standing Committee may be requested to make clear that the governance of the diocese is in agreement on this matter. Richard Edward Helmer is working with Dave Franquist, Christopher Hayes, and the Committee on Dispatch to draft parallel rules for a virtual convention. Stephanie Martin Taylor is in conversation with the company that usually provides tech support as they may be able to provide the technical foundation for a virtual convention.

AEMCH (An Episcopal Ministry to Convalescent Hospitals) is a chartered ministry of our diocese but no longer operates. Richard Edward Helmer moves the following resolution to formally dissolve AEMCH: “Resolved, Pursuant to Canon 17.10 and the actions of previous Conventions to cease funding, Executive Council formally dissolves An Episcopal Ministry to Convalescent Hospitals, a chartered organization of the Diocese, and directs the Secretary of Convention to report this action to the next Diocesan Convention and note this action accordingly in the Convention Journal.”

Tom Matthews seconds. The motion passes.

6:32 PM Matters before Council

Confirmation of Assessment Appeals Committee, Discussion of assessment appeals process

The Assessment Appeals Committee is made up of the following members, fulfilling the requirements set forth by Canon 18.04 of the Diocese of California:

- Debbie Low-Skinner, Sei Ko Kai, SF.: Chair.
- Bruce Morrow, All Souls, Berkeley
- Richard Patenaude, Holy Cross, Castro Valley
- Paul Fromberg, St Gregory of Nyssa, SF
- Tom Matthews, St James, SF
- Donald Miller, St Clement's, Berkeley
- Abbott Bailey, Canon to the Ordinary
- Rosalyn Adekunle, St Timothy's, Danville
- Arthur Perkins, St Mary the Virgin, SF: Finance Committee Representative

Debbie as the Chair was appointed by the Bishop and confirmed by Executive Council. Rosalyn was appointed by the Chair of Executive Council. Arthur was appointed by the Finance Committee. All other members were appointed by the Bishop and confirmed by the Executive Council.

Tom Ferguson moves to confirm these individuals as members of the Assessment Appeals Committee. Robyn seconds. The motion passes.

Debbie and Jane have worked hard to find members for the committee that fulfilled the requirements laid out by the canons and represented the diversity of the diocese. The first meeting is slated for June.

Resolution to formally dissolve AEMCH as a Chartered Ministry of the Diocese and report action to next Convention

Discussed at 6:25PM.

Update on St. Dorothy's land parcel sale

Discussed in Executive Session at 6:03.

6:37 PM Standing Committee Report (A. Larsen)

The Standing Committee met last Thursday. As the Rev. Matthew Dutton-Gillett is unable to continue serving as the chair of the Committee on Governance, a new chair was appointed: the Rev. Pam Jester.

Deb White and Albe Larsen serve as co-liasons to diocesan institutions and are requesting EC members get in touch if they have any information about the status of Oasis, the LGBTQ ministry that was especially active in the 80s and 90s during the AIDS epidemic, but is without leadership right now.

6:10 PM Deanery Reports

Southern Alameda county, Contra Costa, and San Francisco have all met virtually; Alameda county will meet virtually in June.

6:41 PM Closing Prayer

Richard Edward Helmer offers the closing prayer. Jane adjourns the meeting at 6:42PM.

Respectfully submitted,



Mees Tielens, Secretary of Executive Council
June 25, 2020