

Executive Council Minutes
September 15, 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 **P**
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 **P**
Jim Forsyth Acting CFO **P**
Davey Gerhard Director of Development **P**

Other attendees:

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

4:33 PM Call to Order and Opening Prayer (Birgit Eschmann)

4:35 PM Approval Item

Meeting Agenda

Minutes of August 18, 2020 meeting

Tom Matthews moves to approve the minutes as amended. Don Miller seconds. The motion passes.

4:44 Norms (Richard Patenaude)

Our original Executive Council norms were developed for in-person meetings, and Richard has put together seven norms for Executive Council Zoom meetings:

1. Log in a couple of minutes ahead of the scheduled starting time.
2. Join meetings with video on and audio muted.
3. Remain on camera to better simulate an in-person meeting
4. Mute while others are speaking but be ready to unmute yourself and participate.
5. Feel free to raise your hand on camera or use the non-verbal tools provided by zoom to raise your hand.
6. Look into the camera when speaking so it looks like you are speaking to people.
7. Have grace with yourself and others as we adapt to this new reality.

4:48 PM Bishop's Time

Bishop Marc highlights the clergy retreat that is scheduled for September 30th. An indigenous female priest will act as retreat leader and share her story with the clergy before engaging with Bishop Marc in conversation.

The 2019 convention highlighted indigenous voices and it will do so again this year, this time including voices from the Union of Black Episcopalians as well. Instead of a Friday session, there will be sessions in the early evening on two Thursdays beforehand (10/8 and 10/15) led by indigenous voices and Black voices. Saturday morning of the convention will begin with a liturgical ritual again shaped by Black and indigenous voices.

More than ten circles have formed to do the Sacred Ground curriculum, plus two clergy circles. It shows how the diocesan capacity for engaging with racial justice is growing.

With the Rev. Ellen Clark-King's departure, a slot opened up for the Diocesan deputation to General Convention. The canons allow Bishop Marc to approve someone to take her place, and in consultation with Sarah Lawton and Ruth Meyers, the Rev. Deacon Jennifer Nelson has been approached and has accepted.

The Creation Care Commission has gone into abeyance. After several members of the commission resigned, it became clear that rather than simply repopulate the commission, it would be a good time to pause the commission for a year and really dig in on diocesan-wide education around environmental racism and justice.

The Anglican Communion Environmental Network is hosting a webinar to highlight the work and voices of indigenous people around environmental justice. This is scheduled for All Soul's Day (November 2). It promises to be a transformative event and all are welcome to join.

Lastly, an interfaith group Bishop Marc is a part of is hosting a morning of workshops on September 24 on environmental racism as part of the UN climate week.

5:05 PM Key Initiatives Update (Discussion item)

Santiago St. James update (Cn. Abbot Bailey)

The consulting firm DCG did an assessment of Santiago St James' property and came back with the advice to sell (parts) of the property for market-rate development rather than try to develop it for affordable housing. However, a second assessment came back with the possibility to partner with an organization called United Tech Cities and create a community tech hub. United Tech Cities trains local community members (particularly youth) and prepares them to work in the tech industry, using the church as a community anchor. This is an exciting possibility for Santiago St. James. If the numbers come out as expected they will move on to the next phase and involve Executive Council as warranted.

Bluebird: (Davey Gerhardt)

After Donna Columba introduced the Executive Council to the plans around the Bluebird Project, Thomas LaFrance brought it to the Finance Committee, who discussed the upfront costs for the developer consultant. The task force had decided to work with Novin Development, who are charging around \$286,000 to scope out the part of the project around essential housing. That money will be reimbursable to the diocese as the housing project comes online and other funders come in, but it is still an upfront cost for the diocese to bear.

One of the components of the Expanding Horizons Capital Campaign was essential housing (18% was set aside to fund essential housing initiatives). The Campaign Policies and Projects Committee felt the Bluebird Project would fall in that category so there is money available to fund this part of the project. Because the costs are reimbursable, the funds will be available to fund other initiatives at a later time.

A second 'bucket' of funds from Expanding Horizon will also be released as a salary subsidy for the Farm Church missionary (\$97K that will pay a percentage of the missionary's salary for three years). For transparency's sake Jane explains that she is the Farm Church missionary and she will recuse herself as necessary during any discussions.

5:19 PM Financial Reports (Brad Barber/Jim Forsyth)

Brad reports that the Finance Committee met on September 10 and prepared reports for Executive Council. They also received a report on the Bluebird Project and the Brentwood Property and agreed that the use of donated funds for essential housing seems appropriate. The Committee discussed but did not resolve the question of if and how expenditures from Expanding Horizons should be reflected in the budget, emphasizing that there should be a process for reviewing these expenditures and making them transparent for the diocese and Executive Council. A subcommittee led by Chip Larrimore will consider that question and report back to the Finance Committee in October, in time for the Finance Committee to recommend a procedure to Executive Council at the following meeting.

A new administrator is needed for the diocesan salary continuation program. The Diocese of Los Angeles has a similar program and that administrator has been asked to put in a proposal to administrate ours as well. The proposal should be in line with current expenses.

Lastly, Brad reports that there are no major changes in the financial reports. There is a favorable year to date variance of \$376,000 as a result of private gifts.

Jim Forsyth reports that the only significant thing to comment on is that the administration expenditures item is considerably over budget, due to the Title 4 investigation. There were also some fees associated with the retirements of Tom Ferguson and Joann Aicardi and the additional expense for a temporary accountant in August.

There is little movement on the line of credit report. The Bishop's Ranch paid down an administrative fee.

The aging and arrears report shows that the outstanding receivables are about the lowest they've been this year. The majority of the overdue assessments are known to the council. St. Michaels and All Angels lowered its overall debt, as did St. John's Clayton. New additions to this report are not far overdue and there are no concerns about their abilities to catch up.

Brad clarifies that the salary continuation program is administrated by a third-party service; we are considering using the same service as the Diocese of Los Angeles does.

5:30 PM Break

Davey Gerhard and Liz Tichenor leave the meeting.

5:41 PM Matters before Council Approval Item

2020 Diocesan Convention Report

The chair of the council submits a report to diocesan convention each year. Jane sent a draft around to the council and invites their feedback. The council feels like it is a fair representation of the past year's work.

5:46 PM Chancellor's Time

Aidan Jobe-Sea moves the council go into executive session. Eleanor Prugh seconds. The motion passes. The council enters executive session at 5:46PM and exits it at 6:06PM.

6:06 PM Standing Committee Report (A. Larsen)

6:06 PM Deanery Reports

Alameda, San Francisco, and the Peninsula all had deanery meetings to present the resolutions going to convention. Diocesan staff (Bishop Marc, Canon Abbott, Tom Ferguson, Davey Gerhard) were present at the various meetings to speak to the current budget, assessment relief, and the overall financial challenges of the diocese.

Debbie Low-Skinner reports that the San Francisco deanery issued two grants; one to Sojourn Chaplaincy, and the other to St. Mary the Virgin, who are supporting a family of asylum seekers from Honduras.

Contra Costa, Southern Alameda, and Marin all have meetings scheduled for the coming week.

6:10 PM Talking Points

--Jane Stratford's work as the Farm Church Missioner (at the request of Birgit, Jane promises to circulate information about the Farm Church for council members to share).

--There are ten circles+two clergy circles doing the Sacred Ground curriculum.

--Diocesan financials are holding steady.

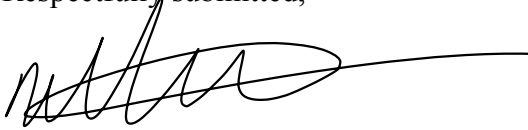
--Convention will be virtual this year and incorporate indigenous voices. The customary Friday session will be replaced by two Thursday evening sessions.

--The Creation Care Commission has temporarily halted its work in favor of education around environmental racism.

Aidan asks for an update on the Title 4 case against the Rev. Matthew Dutton-Gillett. Matthew Dutton-Gillett has accepted the terms the Bishop proposed, which concludes the Title 4 process. He will be reporting to the Bishop for four years in accordance with the various parts of the accord.

6:17 PM Closing Prayer (Bishop Marc)

Respectfully submitted,

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

Mees Tielens

Secretary of Executive Council

October 25, 2020