



Executive Council Minutes
November 20, 2018
Grace Cathedral - Wilsey A/B Conference Rooms

The Rev. Deborah Hawkins, Chair of Executive Council (EC) called the meeting to order, The Rev. Jane Stratford offered the Opening prayer at 4:30 pm. Snacks provided by The Rev. Margaret Trezevant.

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

Officers:

The Rt. Rev. Marc Handley Andrus **a**
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 **p**
Jim Wiant **p**
The Rev. Margaret Trezevant **p**
Scott Buckingham **a**
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 **p**

Bishop's Appointees:

Robyn Amos **p**
Miguel Bustos **a**

Ex-Officio Members:

David Frangquist **p**
Secretary of Convention
Brad Barber **p**
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:

Canon Abbott Bailey **a**
Canon to the Ordinary
Tom Ferguson **p**
CFO
Stephanie Martin-Taylor **a**
Working Group Head for Communications
Davey Gerhard **a**
Director of Development
Amy Cook **a**
Working Group Head for Faith Formation
Jennifer Seaman **a**
Bishop's Assistant

Guests:

Business:**4:30 pm Call to Order and Opening Prayer (J. Stratford)****4:31 pm Approval of**

- Meeting Agenda
- Minutes of Oct. 16, 2018
 - Page 4 - the Assessment Relief - recommendation was "approved"
 - Chancellors report "Will" increase, not "with" increase
 - Top of page five, the above resolution was moved by Lane Ringlee
 - Don't list seconds in the minutes.
 - Approved as corrected.

4:40 pm Committee Appointments and set up

- Deanery Coordinating Committee – the Bishop's appointment of Laura Curlin as Chair. Noted.
- Committee on Governance appointment. The Chair announced a need for this position to be filled at our next meeting, or in January, and invited people to consider whether they may be called to serve on this committee. Jim Wiant described the work of the committee.
- EC officers for 2019. The Slate includes: Lane Ringlee as Chair, The Rev. Jane Stratford as Vice-Chair, and The Rev. Margaret Trezevant as Secretary. Jim Wiant moved that these candidates be elected. They were elected unanimously.
- Committee for implementation of paid family leave. It was determined that the task force would continue its work in this area.
 - The Chancellor raised a number of questions to consider about this resolution:
 - It had no time frame attached.
 - Who would pay for the insurance was not determined in the resolution passed at Diocesan Convention.
 - Clergy are treated differently from lay people with regard to short term disability.
 - The Church Pension Fund is likely to make a determination on before the next general convention.
 - The Executive Council is now awaiting a further report from the task force before taking action. Specifically the

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Executive Council asks for an update in June from the task force.

4:50 pm Update on status of SMAA and St. John's.

- Debbie and Matthew met with Amanda May on November 1st.
- We are awaiting the diocesan internal audit.
- We concluded that there isn't enough money to keep the two congregations going unless the pre-schools expand.
- We asked the following:
 - To provide a project plan for the pre-school expansion by our next EC meeting.
 - We asked that they become static with their arrearages, before attempting to pay arrearages down.
 - They are awaiting the results of the current stewardship campaign to see if it is possible to slow the arrearage growth down.
 - \$30,000 will be released from diocesan funds to reduce arrearages when paperwork by the Missions has been processed.
 - It was suggested that Executive Council should know whether this situation is viable within six months once we see the project plan, and whether they are meeting their benchmarks. If they are not doing so the visitation team recommended that the Executive Council take different steps in six months. We are unclear what those steps should be, and determining them are beyond our authority, but we invite the EC and the Bishop to consider what these may be.
 - Lane Ringlee moved that Debbie, Matthew and Abbot to continue visiting these missions until the end of May. Debbie and Matthew are happy to report to the EC on their visits on a schedule to be determined by the new Chair. This motion was passed.

5:16 pm Finance Report

- Budget report. We are running positive compared to budget currently, and hope to report a surplus at the end of the year.
- Line of Credit. There is not much change, one large balance was paid off.
- Aging Report. Apart from the subject we just discussed, there is only one issue of concern in the Aging Report.

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- St Dorothy's Rest shows a large arrearage. They are demonstrating a deficit, but they have reserves, and don't need to be paying payroll so late. Executive Council Policy permitting the finance committee to trigger suspension from payroll if debts are more than 90 days old are on the verge of being triggered. Tom asked for EC support to put this policy into effect. He had reported this to the St Dorothy's Finance Committee, and they are likely to get current. The EC supported Tom's approach.

5:24 pm Chancellor's Report

- A deed of trust was approved for St John the Evangelist with the city of San Francisco a few meetings ago, subject to clarifications the Chancellor was seeking. These issues have been resolved to his satisfaction.
- Diocesan Convention passed a resolution that empowered the finance committee to approve minimum insurance levels for liability for congregations and to approve a list of insurers. The Finance Committee has now taken action on this item.
- Executive Session began at 5:29pm.
- Executive Session ended at 5:35pm.
- The Diocese of El Camino Real is looking for a Bishop. A lot of Gen x Bishops are retiring, and not enough Gen x clergy are applying. The pool of candidates is smaller than hoped for. Anyone who can encourage candidates that would be welcome.
- Christopher was at the Joint Interim Bodies Meeting, last month. As this meeting began the Bishop of Albany had announced that he would not comply with the marriage equality resolution from General Convention. This caused a great deal of concern. Please be sensitive to LGBT congregants and clergy who have heard of his message, which was written in strong terms.

5:44 pm Break

5:59 pm Deanery Reports

- Contra Costa: the deanery met and had a great meeting, elected officers, and had a good discussion on the role of the deanery. They also supported the Diocese of Northern California financially, sending them \$1500.

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- Alameda: elected new officers at their recent meeting. Several parishes are sponsoring Thanksgiving meals are being sponsored by parishes. Parishes were also sponsoring events for the homeless through the winter months. The Rev. Liz Tichnenor has been elected as Executive Council Representative from the deanery for three years.
- Southern Alameda: will meet on December 9th.
- Peninsula: Saskia Tielens has been elected as Deanery Representative to EC. We have officers now and are discussing the future of our deanery.
- San Francisco: Officers have been elected. Meeting dates for the year have been set. Grants have been approved for 9 places across the deanery. Had a long discussion on the place and role of deaneries in the diocese.
- Marin: the deanery met on Saturday and had a discussion about the involvement of clergy at the deanery. There was a discussion about the vote at convention to have fewer meetings, and the fact that it was so close suggested that there was some dissatisfaction with the deaneries, and this had to be listened to. Marin deanery discussed their grant making process and contemplated changing the frequency of making grants.
- Since Scott Buckingham will be unable to finish his term as deanery representative, the Alameda Deanery has asked Bruce Morrow, whose term is now ending, to take Scott's place. A question was raised as to whether that was proper since the canons state "No person who has served a full term as a member of the Executive Council shall be eligible for election or appointment to a new term until at least one (1) year after the expiration of the term served." The Chancellor gave his opinion that it was acceptable for a retiring member of EC to fill an unexpired term of another member since it is not a "new" term.

6:15 pm Talking Points for the month

- Deaneries have all been discussing the importance of their work, and sharing good practice across congregations, particularly in the light of discussions at Diocesan Convention about changing the number of meetings. Continue to share good practice across your deanery.
- We have elected officers for the Executive Council for the coming year. These are: Lane Ringlee as Chair, The Rev.

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Jane Stratford as Vice-Chair, and The Rev. Margaret Trezevant as Secretary.

- Please consider making a parish, deanery or individual financial donation to the Diocese of Northern California to help them with their response to the Camp Fire.

6:20 pm Closing Prayer (S. Whitaker) & Adjournment

Respectfully submitted:

The Rev, Matthew Woodward
Secretary of Executive Council

Mary Louise Gotthold
Recording Secretary

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