

**Executive Council Minutes  
June 18, 2019  
Diocesan Chapter House**

Attendance: -=present, a=absent, t=telephone e=excused

*Officers:*

**The Rt. Rev. Marc Handley Andrus** Bishop and President **A**  
**Lane Ringlee** Chair **P**  
**The Rev. Jane Stratford** Vice Chair **P**  
**The Rev. Margaret Trezevant** Secretary **A**

*Ex-officio members:*

**David Frangquist** Secretary of Convention **P**  
**Brad Barber** Treasurer of the Diocese **P**

*Other attendees:*

**Christopher Hayes, Esq.** Chancellor of the Diocese **P**  
**Albe Larsen** Standing Committee Representative **P**  
**Mary Louise Gotthold** Recording Secretary **T**

*Class of 2019*

**Ronald C. Johnson ?**  
**Jim Wiant P**  
**The Rev. Margaret Trezevant A**  
**Susan MacKenzie P**  
**Bruce Morrow P**

*Class of 2020*

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

*Class of 2021*

**The Rev. Liz Tichenor P**  
**Mary Jane Chetelat P**  
**Saskia Tielens A**  
**Richard Patenaude ?**  
**Donald Miller P**  
**The Rev. Merry Chan Ong A**

*Bishop's Appointees*

**Robyn Amos P**  
**Miguel Bustos A**

*Diocesan Staff*

**The Rev. Canon Abbott Bailey** Canon to the Ordinary **A**  
**The Rev. Eric Metoyer** Associate for Congregational Ministry **P**  
**Tom Ferguson** CFO **P**  
**Jennifer Seaman** Bishop's Assistant **A**  
**Stephanie Martin Taylor** Working Group Head for Communications **P**

*Also Present*

**The Rev. Debbie Hawkins**  
**The Rev. Matthew Woodard**  
**Kathleen Piraino**

#### **4:34 Call to order**

**Opening Prayer:** Mary Jane Chetelat

Jane Stratford appointed secretary as of 4:30 PM

#### **Approval of Minutes**

**Key Initiative Update:** Stephanie Martin Taylor reported that at the request of members of the Executive Council Bp Marc had created a vlog of the presentation on The Beloved Community he delivered at the EC retreat in January, which is available for distribution to deaneries and vestries, etc. Stephanie Martin Taylor is offering help for streaming if needed. There are currently no plans for formal distribution but Stephanie wanted people to know it is available as a resource and that she is open for suggestions about distribution.

**St. Dorothy's Rest Update:** The sub-committee of Bruce Morrow, Robyn Amos, Charles Mader and Tom Ferguson met with Katie Evenbeck and staff on 6/10/2019 at St. Dorothy's Rest. They were impressed by how totally dedicated the staff are to what they do and by the beautiful campus. The team reported that Katie Evenbeck is trying to register the main building officially as a Julia Morgan house.

St. Dorothy's is operating with a deficit and has had to draw down its financial reserves. They are in the process of investigating creative ways to address this issue. Previous plans to sell residential parcels of land have proven more complicated than expected and require an initial outlay of money that might not be cost effective.

There are some obvious problems with maintenance and upkeep which Staff are attempting to address. Members of the Council agreed that St. Dorothy's needs a complete forest management plan which they would have to finance although some help may be available from CalFire and SDR's share of the Expanding Horizons campaign. The team plans to get back together to discuss some of the questions and concerns. They are meeting with St. Dorothy's again on 8/18/2019.

Lane acknowledged the hard work of the team and thanked them for their work.

**St. Michael's and St. John's Update:** St. John's pre-school has still not received licensing. Licensing is held up at state level pending fire inspection. Arrearages need to be addressed.

The council entered executive session from 5:10 – 5:20.

**Finance Committee Report:** Brad Barber reported that the Finance Committee had received two requests for a line of credit:

1. St. John's Ross made a \$300K loan request as a bridge for capital campaign pledges with their pledges and cash reserves serving as sources of repayment. Finance Committee approved the request at its meeting of June 13<sup>th</sup>.
2. The Church of Our Savior, Oakland submitted a loan request to assist with the redevelopment of real estate owned by the church which should result in enhanced cash

flow as well as support Diocesan-wide purposes. Kathleen Piraino informed the council that EIF/DioCal with DCG Strategies, a real estate consulting firm, have been working with Our Savior for over a year on plans to redevelop the congregation's current property. She is optimistic about the project which would provide 32 or more apartments, a worship space, and retail in a high-density area near BART. The Diocese and EIF recommend hiring DCG to protect the congregation's interests. The loan is to pay for DCG's services in identifying a developer to enter into a ground lease with the congregation, seek the various approvals required, and construct and manage the new building. A deed of trust would provide security for the loan.

Brad explained that Finance Committee had expressed concerns in its meeting about the viability of this project in the event of delays or cost overruns and wished Executive Council to understand the risks involved and to approve the loan. A full discussion ensued, following which a motion by Lane Ringlee was made and passed unanimously that EC endorse a \$258.8K loan to Our Saviour Oakland subject to conditions established by the Finance Committee, including monthly cash flow reporting to the CFO and Finance Committee by the congregation until completion of the project.

**Annual Diocesan budget approval:** Brad Barber presented the 2020 budget as reviewed and approved by Program & Budget Committee and Finance Committee. The budget projects revenues of not quite \$4.4 million and a surplus of \$11,838 while assuming a 3.5% COLA. Davey Gerhardt's salary will continue to be charged to the Expanding Horizons Capital Campaign for 2020, which Brad noted defers to the 2021 budget a challenging discussion of finding additional sources of revenue or ways to cut expenses in order to balance the budget.

Brad moved to accept the budget; approved unanimously.

**Licensing agreement approvals:** Christopher Hayes stated he was not ready to proceed with final approval at this meeting. He will approve provisionally and come back to the council for final approval.

**Chancellor's Report:** No report.

**Canon and 2019 Convention Update:** There was no objection to moving Canon 19 amendments forward; Canon 20 discussion tabled until July meeting.

Dave Franquist reported that there was a meeting scheduled for 7/27 to finalize plans for Diocesan Convention. Current plans are to emphasize indigenous peoples, but broaden thinking beyond Native Americans to all native peoples in place before Europeans, such as Pacific Islanders affected by climate change.

**Nomination Deadlines** – 7/27 for Canon changes which should be sent to Dave Franquist, and Resolutions which should be sent to Jay Luther. The deadline for nominations is 7/31.

**Assessment Appeals:** Debra Low-Skinner reported that the Assessment Appeals Committee received one request before the June 1 deadline, which it will review and bring to Executive Council in the fall.

**Governance Committee Report:** Committee has not met as the chair is on sabbatical. They plan to review canons describing dormant committees, maybe by end of August.

**Standing Committee Report:** No report.

**Discussion of Family Leave Task Force:** After considerable effort to find a private California provider and/or administrator of paid family leave benefits without success, the topic has been tabled for the moment. Executive Council is hopeful that the task force established by the 2018 General Convention to explore a paid family leave program for the entire Episcopal Church will prove a more productive approach than finding a diocesan level solution. More information on the national task force may be found here:

[https://www.episcopalarchives.org/sites/default/files/gc\\_resolutions\\_2018/2018-C019.pdf](https://www.episcopalarchives.org/sites/default/files/gc_resolutions_2018/2018-C019.pdf)

### **Deanery Reports:**

Alameda – the deanery is sponsoring a tiny house initiative and encouraging congregations to participate. Houses are for youth aged 16-25 who are turned out of their primary housing for gender issues. The hope is that each of congregations would ideally support one of 14 units planned to be built at a cost of \$16,000 per congregation. Cities of Berkeley and Oakland are also providing funding. They also encourage people to attend the Beloved Community seminar at St. Paul’s Oakland and discuss the new Safe Church policy

SF – met on 5/11 and also discussed how to implement Safe Church;

Peninsula – meet on 6/27

### **Talking Points:**

1. Bp. Marc’s Beloved Community video is now available for streaming.
2. Convention deadlines as noted above.
3. Our savior Oakland moving forward to major step toward development of housing to include worship space and parish hall.

**Closing Prayer:** Jim Wiant

**Meeting Adjourned** at approximately 6:40 pm.

Respectfully Submitted by Jane Stratford