

Executive Council Minutes
Tuesday, March 21, 2023
4:30 PM – 6:30 PM
via ZOOM

Attendance: Present Absent

Officers:

The Rt. Rev. Dr. Marc Handley Andrus Bishop and President P
Sherry Lund Chair, Class of 2023 (Convention) P
The Rev. Kirsten Spalding, Vice Chair, Class of 2025 (Convention) P
Peter Fairfield, Secretary, Class of 2024 (Convention) P

<i>Class of 2023</i>	<i>Class of 2024</i>
The Rev. Krista Fregoso (Contra Costa) P	Bruce Morrow (Alameda) P
Steven Depont-Kalani (San Francisco) P	Melisa Buie (Peninsula) A
Aidan Jobe Sea (Peninsula) P	The Rev. David Erickson (Convention) P
Elaine-Vallecillo Miller (Southern Alameda) P	Bill Burrell (Marin) P
Jeanette Dinwiddie-Moore (Convention) P	Michael Diamond (Peninsula) P
	Mary Frances Leopold (Southern Alameda) P
<i>Class of 2025</i>	<i>Bishop's Appointees</i>
Vance Frost (Marin) P	Leigh Flesher (2025) P
Carolyn George (Convention) P	Bruno Peguese (2024) P
The Rev. John Kirkley (San Francisco) P	Edgar Woo (2024) A
The Rev. Will Scott (Alameda) A	
Jim Wiant (Contra Costa) P	

Ex-officio members:

The Rev. Brother Richard Edward Helmer Secretary of the Convention P
Lane Ringlee Treasurer of the Diocese P

Diocesan Staff:

The Rev. Canon Debbie Low-Skinner Canon to the Ordinary P
The Rev. Michele Racusin CFO P
Canon Davey Gerhard Canon for Stewardship and Development P
The Rev. Gary England Vice Chancellor A
Amy Cook Canon for Faith Formation A
Stephanie Martin Taylor Working Head Group for Communications P
Canon James Forsyth P

Other attendees:

Canon Christopher Hayes, Esq. Chancellor of the Diocese P

Draft minutes

4:32 PM Chair Sherry Lund called the meeting to order. The group split into breakout rooms to share prayers.

4:45 Chair Lund removed the minutes of the February meeting from the consent agenda to edit a lastminute addition. The amended minutes and the remainder of the consent agenda were approved unanimously through a motion made by Bill Burrell. She then introduced and welcomed two new members of the Executive Council, Mary Frances Leopold and Michael Diamond, representing the Southern Alameda and Peninsula deaneries.

4:54 Canon Davey Gerhard made a presentation explaining the timeline of the Expanding Horizons capital campaign. He noted that the campaign is audited annually, that a report is made annually to the convention and that all reporting material is available on the DioCal website. In response to questions, he noted that some of the smaller funds had been rolled into larger ones for ease in administration.

5:17 Treasurer Lane Ringlee gave a report on the status of the Assessment Formula Task Force's progress in studying the assessment process. The first step was to study the practices of other dioceses. He noted that the Task Force is right in the middle of its study of eighteen dioceses. Bishop Marc noted that only three of the eighteen dioceses studied had fewer employees than DioCal. The next step will be to survey the congregations in our diocese to get feedback on the assessment process. This step is expected to be done by the end of April. Once all this information has been consolidated, the Task Force will report to the Finance committee, the Executive Council, and then generally to the diocese. At least three iterations of discussion between the diocesan leadership and the diocese in general will take place before convention. The ultimate goal is to answer the question "What does the diocese actually do?"

5:32 Chair Lund called for a short break.

5:38 Chancellor Canon Christopher Hayes gave a presentation on the Assessment and Budgeting process. He explained that assessments pay for the organization of the church in order that it may perform its mission, both within the diocese and throughout the whole church. This includes not only service to the immediate community, but also the training and ordaining of clergy and the carrying out of the common mission and policies of the whole church, as well as support for financial and legal accountability, and for clergy discipline. In addition, this process also covers payroll and benefits accounting, the availability of a line of credit for capital projects and support for extraordinary circumstances. He explained the process whereby the Executive Council appoints and supervises a Committee on Program and Budget. The Finance Committee reviews the proposed budget and reports its recommendations to the Executive Council, which then recommends it to the convention at least ten days before the convention meets. Chancellor Hayes noted that, by canon, assessment revenue must pay in full the Diocese's Operating Budget. The basis of assessments is the total operating income of each parish taken from the Parochial Report, with three exceptions: mission congregations, Grace Cathedral, and parishes or missions that have created new staff positions. The Finance

Draft minutes

Committee must recommend a schedule of percentages for at least two levels of total operating income.

6:00 Chancellor Canon Christopher Hayes then requested that the meeting go into Executive Session. A motion to do so by Br. Richard Edward was seconded and passed unanimously.

6:09 A motion by the Rev. John Kirkley to come out of Executive session was seconded and passed unanimously.

6:10 Treasurer Lane Ringlee began a discussion concerning the funding of the proposed position of Canon for Racial, Social and Environmental Justice. He stated that, for now, the position must be funded from outside the Diocesan budget. Several possibilities have been suggested, but the Finance Committee must first make a determination before the hiring process may begin. Bishop Marc urged that the decision be made quickly. It was decided to further reflect on the potential position; to look at funding options, including review of them by the Finance Committee and the Expanding Horizons committee, consistent with our policies; and to have information in writing in the next Executive Council meeting packet before making a decision. Br. Richard Edward moved that the Executive Council direct the Finance Committee to submit a written recommendation on funding for a Canon for Racial, Social and Environmental Justice for three years, in order that Executive Council make a decision on funding this position at its April 2023 meeting. The motion was seconded and carried unanimously.

6:44 Chair Lund suggested that, as the meeting was already overlong, the Talking Points be suggested by the officers and that comments and suggestions from the Council be circulated by email.

6:52 Chair Sherry Lund closed the meeting and final prayers were offered by the Rev. Krista Fregoso.