

**Executive Council Minutes**  
**Tuesday, June 20, 2023**  
**4:30 PM – 6:30 PM**  
**via ZOOM**

Attendance: Present Absent Excused

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

*Ex-officio members:*

**The Rev. Brother Richard Edward Helmer** Secretary of the Convention E  
**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  
**Canon Amy Cook** Canon for Faith Formation P  
**Stephanie Martin Taylor** Working Head Group for Communications P  
**Canon James Forsyth** A

*Other attendees:*

**Canon Christopher Hayes, Esq.** Chancellor of the Diocese P  
**The Ven. Carolyn Bolton**, Standing Committee P

4:35 Chair Sherry Lund called the meeting to order. The meeting went into break out rooms in groups of two and three for prayers.

4:42 Chair Lund called for approval of the Consent Agenda. Carolyn George moved that the agenda, corrected minutes and financial reports be approved. The motion was seconded and approved unanimously. Chair Lund invited all present to march in the upcoming Pride Parade.

4:45 Chancellor Christopher Hayes advised that the bishop and his staff members present remove themselves to a breakout room during discussion of the new bishop's compensation. While this was being accomplished, Canon Debbie Low-Skinner spoke about the Juneteenth celebration that was very well attended.

4:53 Bill Burrell moved that the meeting, without bishop and staff, go into executive session. The motion was seconded and approved unanimously.

5:06 Bill Burrell moved that the meeting leave executive session. The motion was seconded and approved unanimously. The Rev. Kirsten Spalding moved that Council approve the proposed cash compensation range recommended for the new bishop. Again, the motion was seconded and approved unanimously. The bishop and staff then returned to the meeting from the breakout room.

5:08 Discussion began concerning the budget for the new bishop search. Chair Lund followed up with her related action items from the May EC meeting on this subject. The bishop moved the Electing Convention line item out of the search budget to the Communications budget. The Rev. Canon Michele Racusin has agreed to monitor expenditures and advise the Search Committee when they are getting close to spending out a line item. The Rev. John Kirkley moved that the bishop search budget of \$210,000 (this number includes removing \$32,000 of electing convention expenses) be approved. The motion was seconded and approved unanimously.

5:19 The Rev. Kirsten Spalding began a discussion of the \$18,900 quote from the Bishop's Ranch for the annual Executive Council retreat. Priorities of the Council included cost cutting, plus the need for an in-person meeting to have significant face time to orient and align members, to have critical priority discussions, and to forge relationships. Council wants to support the Ranch, but is struggling with the cost. Various suggestions were made about members paying for single occupancy, if desired, or going back to the system of deaneries contributing to or covering the cost. There are other factors as well, as St. Dorothy's is not disability accessible. Bishop Marc reminded the committee that the new bishop may or may not be available to attend the January Executive Committee meeting and that a retreat scheduled after the consecration in May might be a good alternative. Stephen Depont-Kalani moved that the Rev. Kirsten Spalding and the Rev. Canon Michele Racusin negotiate with Bishop's Ranch to see if a retreat can be designed for a budget targeted at \$10,000 or pursue other locations or design options. Should she need to come back and ask for more money, she will. The motion was seconded and approved unanimously.

5:48 Chair Lund called for a break.

5:55 The Rev. Canon Michele Racusin talked through the proposed budget for next year, line by line. She noted that the inflation numbers to be used in the final form of the budget to be presented to convention will be those for June which will be published and available in July. Jeanette Dinwiddie-Moore suggested that the Racial/Social Environmental Justice position be placed under the Justice, Peace and Integrity of Creation Ministry rather than be shown as a separate line item. Bishop Marc suggested that be held for the time being. Chair Lund suggested that Cost of Living Adjustments should be added to accrued funds to make sure the amounts being saved keep up with inflation over many years. Bishop Marc mentioned that there were no funds currently set aside to cover future maintenance of DioHouse or the two vicarages owned by the Diocese. Leigh said that this was not good policy and gave examples of how not accruing funds for future maintenance has created significant financial challenges for parishes as well. Chair Lund suggested that funds should be set aside in this current budget to get the process started rather than wait another year when we know this is an issue now. Bishop Marc said that we don't know how much money would be needed and suggested forming a committee, a process which would delay the accrual for a year. The Rev. John Kirkley suggested that the FTE count be shown in each budget category.

The motion to approve the budget was made by Steven Depont-Kalani, was seconded, and was approved by a majority. Two additional motions were made to reflect Council's other recommendations: 1) A committee will be formed to assess the maintenance needs for the three Diocesan-owned properties (DioHouse and the two vicarages) that currently have no maintenance funds; to look at COLA formulas for accruals so that they do not diminish over time; and for necessary budget amendments as needed. The motions were made by Steven Depont-Kalani and passed by majority. Council noted that it is poor policy to not plan for maintenance of real property. 2) A motion was made by the Rev. John Kirkley to show the FTE count for each ministry area supported by the salary and benefit line item when the budget is formatted for distribution.

6:38 Chancellor Christopher Hayes reviewed the schedule for the process of electing the new bishop and provided a high-level overview of the Coadjutor relationship over a period of four months.

6:48 Bishop Marc remarked that in a time when 350,000 people have left the Episcopal Church and 700 churches have closed nationwide, this diocese has remained relatively financially stable. This is brought about by the remarkable fact that fewer people are giving more. It is inevitable, however, that sometime soon, our financial position will reflect this downward turn. It will be the work of the new bishop and future Executive Councils to work against this trend. Future efforts like Expanding Horizons will be necessary.

7:03 Carolyn George noted that nominations for offices to be determined at convention are now being accepted. Information concerning these nominations has been posted online. Chair Lund noted that the Executive Council Nominating Committee (Chair Lund, Vice Chair Spalding, and Jeanette Dinwiddie-Moore) met to define needed skills for the EC in 2024 and to each pursue potential candidates.

7:05 Talking Points summary capture

7:09 Chair Lund closed the meeting.

Respectfully submitted,

Peter Fairfield, Secretary