

**The Standing Committee of The Diocese of California
Meeting Minutes (Approved)
Tuesday, September 4th, 2012
Grace Cathedral, Chapter Room
1:00 to 5:00 pm**

Present: Mr. Chris Butler, Peggy Greene (Vice President), The Rev. Br. Richard Edward Helmer (Secretary), Ms. AnnaMarie Hoos, The Rev. David Ota, The Rev. Bruce Smith (President), The Rev. Sue Thompson, Ms. Mary Vargas

1:15 Opening Prayer and Devotions were led by Mr. Chris Butler

1:22 Bruce Smith led members' check-in.

2:00 The Standing Committee reviewed the September agenda and amended and approved minutes from the August 7 meeting.

2:10 The Standing Committee discussed regular meeting times, and the challenges to potential new members posed by holding daytime meetings. The 2013 Standing Committee will review regular meeting times following the election of new members at Diocesan Convention in October.

2:15 The Standing Committee discussed potential officers for 2013, with plans to nominate Mary Vargas as President, Sue Thompson as Vice President, and Richard Helmer as Secretary. New officers will be elected following the election of new members of Standing Committee at Diocesan Convention.

2:20 Committee on Governance

- MSCU (Ota / Hoos) The Standing Committee asks the Nominating Committee to offer the Standing Committee at least three names for potential new members for the Committee on Governance by the Standing Committee's December meeting.

MSCU (Thompson / Helmer) The Standing Committee, in our role of oversight, requests from the CoG a summary report to the Standing Committee any time they research a governance matter of the Diocese.

The Standing Committee specifically requests a summary report on recent research regarding the appointment and role of the Chancellor in other dioceses.

2:30 Mr. Jim Forsyth and Mr. Tom Ferguson joined the meeting.

Jim Forsyth presented a narrative of the purchase of 105 Pepper Avenue by (retired) Bishop Swing with Diocesan investment. The Standing Committee discussed the structure of the promissory note governing the Diocesan share in the property

MSCU (Ota / Helmer) The Standing Committee asks Jim Forsyth to work with the contractor he has worked with previously to conduct an inspection of the 105 Pepper Avenue property. The Standing Committee further requests that the COO conduct an inspection every three years to monitor maintenance of the 105 Pepper Avenue property and ask for proof of adequate insurance, and report back to the Standing Committee after each inspection is completed.

2:50 Jim Forsyth and Tom Ferguson departed the meeting. Standing Committee took a brief break.

3:05 The Standing Committee reconvened. Bishop Andrus joined the meeting.

- St. James', Oakland

The Bishop and Standing Committee discussed next steps with St. James', Oakland, including the Standing Committee holding a conversation with the congregation in the near future to explore the process of moving to mission status and constituting a new Vestry or a Bishop's Committee to replace a vacated Vestry.

- Contra Costa Churches

The new see:community work for measuring ministry and congregational success is providing helpful groundwork for the ongoing facilitated conversations with St. John's, Clayton; St. George's, Antioch; St. Michael and All Angels, Concord; and St. Alban's, Brentwood. The conversations are planned to lead to a completed profile and search for new, shared ordained leadership, anticipating conclusion of the process by year's end.

- The Bishop welcomes Helen Harwood, Director of the Working Group on Development; and Joseph Matthews, Head of the Communication Working Group. Richard Schaper plans to retire at the end of 2012, but remain on to consult in 2013 as the Diocese moves forward in transition around the Planned Giving office. A new position — Associate for Congregational Ministries — will be taking on multi-cultural ministry and anti-racism responsibilities, in addition to assisting the Canon to the Ordinary.

- Webinars

Bishop Marc, Canon Michael Barlowe, and Tom Brackett are leading the next webinar. A promotional video has been distributed to the Diocese. The hope is to have a large number join the webinar on September 13th. Archived material will be a resource for trainers to use in offering the same curriculum next year.

- Diocesan Convention

Will feature a new mass setting written by the music director from St. Anne's, Fremont. Nominations are about posted to the website

- Clergy conference will build more on a retreat model this year, and was planned together by a team of clergy.

4:30 Bishop Marc departed the meeting.

4:35 President's Time and Round Table: Bruce Smith invited open time for members to share additional thoughts or reflections regarding the Standing Committee's work.

Reports

5:25 Chris Butler received the letter from the Chancellor that he is investigating opening some of the diocesan scholarship funds to postulants from the Diocese of Northern California.

- Commission on Ministry – Ms. AnnaMarie Hoos
- Grace Cathedral Board of Trustees – The Rev. Bruce Smith
- Committee on Governance – The Rev. Sue Thompson
- Executive Council - Ms. Mary Vargas, Ms. Anna Marie Hoos

- Working Group on Diocesan Institutions – Mr. Chris Butler
Sue Thompson proposed that we seek a report from Diocesan Staff about the needs of these institutions.
- Scholarship Committee – Mr. Chris Butler
- Nominating Committee – The Rev. Sue Thompson
Sue Thompson asked that we seek specific information regarding board and other elected and appointed offices for Diocesan Institutions to help inform the Nominating Committee in their work.
- Episcopal Elections – The Rev. Richard Helmer
- Subcommittee on the Bishop’s Compensation and Housing – Ms. Peggy Greene

5:30 Mr. Chris Butler led the Standing Committee in a prayer.

The Standing Committee concluded its round table conversation and reviewed action items.

Peggy reported from the Bishop’s Compensation and Housing Committee on the ongoing work on the foundation of the 2006 Lyons Street residence.

Meeting Adjourned at 5:51 pm.

Faithfully submitted,

The Rev. Br. Richard Edward Helmer n/BSG
Secretary