

**The Standing Committee of the Diocese of California**  
**Meeting Minutes**  
**January 8, 2013**

Grace Cathedral Chapter Room  
1:00 to 5:30 p.m.

**Present:** Mr. Chris Butler, The Rev. Br. Richard Edward Helmer (Secretary), Ms. AnnaMarie Hoos, The Rev. David Ota, Ms. Brenda Paulin, The Rev. Sue Thompson (Vice President), Ms. Mary Vargas (President), The Rev. Lori Walton

1:06 Opening Prayer and Devotions were led by AnnaMarie Hoos

1:15 Standing Committee held personal check-in for members.

1:55 Standing Committee reviewed the January agenda and the minutes from the December 4th meeting.

**MSCU** (Ota / Walton) Standing Committee approved the minutes from the December 4th meeting as presented.

1:57 Mary Vargas and Sue Thompson reported that the new leadership of Executive Council and Standing Committee met in early December. These leadership meetings will continue monthly in the New Year and the Bishop will join in these meetings quarterly.

2:00 St. Matthew's, San Mateo, arrived to make a presentation on a \$21 million capital improvement project the parish and day school are jointly planning. Mark McKee (Head of St. Matthew's Episcopal Day School), The Rev. Eric Hinds (Rector of the parish), and John Stephenson (former Senior Warden and helping coordinate the project) joined the meeting to present and answer questions.

Essential purposes of the project:

- Expansion of educational and multi-purpose spaces for the parish, along with increased accessibility, storage, and archival space, and green space.
- A major expansion of the educational and recreational spaces of the school, building capacity of the school from 230 to 350 students, expanding the library and reducing classroom size to improve academic benefit, attracting a more diverse student body and faculty and enabling a wider range of academic and extracurricular programs.
- Development of joint space that can be utilized by the school during the week and the parish on weekends.

The project will be financed by a combined capital campaign of \$8.5 million, reserves of \$2.5 million, and a 25-year loan of \$10 million paid for through increased enrollment of the school.

Mark McKee, Eric Hinds, and John Stephenson departed the meeting at 3:10 pm.

3:15 Standing Committee took a 15-minute break.

3:30 Standing Committee discussed goals for the January 11-12 Standing Committee Retreat

3:50 Standing Committee discussed diocesan governance, including a review proposal made by the Bishop, and the diocesan budgeting process around support for ethnic ministries.

4:00 Richard Helmer departed the meeting early due to a family emergency.

4:30 Reports from Standing Committee liaisons were offered to the committee as a whole, including:

- Commission on Ministry – Lori Walton
- Executive Council – AnnaMarie Hoos
- Grace Cathedral Board of Trustees – Mary Vargas
- Committee on Governance – David Ota
- Working Group on Diocesan Institutions – Chris Butler
  - o Chris reported Tom Ferguson is continuing work on review of diocesan institutions.
- Scholarship Committee – Chris Butler
- Nominating Committee – David Ota
- Episcopal Elections – Richard Helmer - no report this month
- Bishop's Compensation Committee – Brenda Paulin and Sue Thompson
  - o 2006 Lyon Street Update: Current repairs expected to be completed by mid-January
  - o Compensation review update and questions

5:15 Mary Vargas led a Round Table Discussion, including:

- Wrap-up
- Meeting evaluation
- Action item review

5:30 Closing prayer was led by AnnaMarie Hoos

The meeting was adjourned.

Faithfully,

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

The Rev. Sue Thompson  
Vice President / Secretary Pro Tem

Approved by Standing Committee at the February 5th, 2013 meeting.