Executive Council Minutes  
June 16, 2015  
Wilsey Conference Room A/B, Grace Cathedral

The Rev. Chip Larrimore vice-chair of Executive Council called the meeting to order at 4:30 PM. David Frangquist offered the opening prayer.

Snacks were provided by Kathy Trapani & Richard Patenaude.

Attendance

<table>
<thead>
<tr>
<th>The Rt. Rev. Marc Handley Andrus</th>
<th>The Rev. Mauricio Wilson</th>
<th>Phone</th>
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<tbody>
<tr>
<td>Bishop and President</td>
<td>William Cullen</td>
<td>Present</td>
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<tr>
<td>The Rev. Matthew Dutton Gillett</td>
<td>The Rev. Joyce Parry Moore</td>
<td>Absent</td>
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<tr>
<td>Chair</td>
<td>Bill Ennis</td>
<td>Phone</td>
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<tr>
<td>The Rev. Chip Larrimore</td>
<td>Sheila Sims</td>
<td>Present</td>
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<td>Vice Chair</td>
<td>Michael Chambers</td>
<td>Present</td>
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<tr>
<td>Karma Quick-Panwala</td>
<td>Albe Larsen</td>
<td>Present</td>
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<tr>
<td>Secretary</td>
<td>Richard Patenaude</td>
<td>Present</td>
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<tr>
<td>Ken Fuller</td>
<td>The Rev. Kathy Trapani</td>
<td>Present</td>
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<tr>
<td>Joe Jennings</td>
<td>Douglas Roberts</td>
<td>Present</td>
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<tr>
<td>Jim McConnell</td>
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Bishop’s Appointees:

Janet Brown Absent David Gilmour Present
Brad Barber Present

Ex-Officio Members:

David Frangquist Present Robert McCaskill
Secretary of Convention Treasurer of the Diocese Present

Other Attendees:

Mary Vargas Present Christopher Hayes, Esq.
Standing Committee Representative Chancellor of the Diocese Present

Diocesan Staff:

The Rev, Stefani Schatz, Cn. to the Ordinary; Tom Ferguson, CFO; the Rev. Julia McCray-Goldsmith, Discipleship Ministry/Ministry Development Officer; Davey Gerhard, Director of Development.

Guests:

Diana Kuypers, CART Provider; Rick Happy, Ted Blackburn, and Christina Mathis of CCS Consultants.

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• Transparent & Accountable Leadership • Inclusive Community
Approval of Consent Agenda:

- The agenda was removed from the Consent Agenda and the Finance Reports and the P&B Presentation were moved to the first item on the agenda.
- The May 19, 2015 minutes were corrected as follows: under Adjournment the spelling of Albe Larsen’s name was changed from Larson to Larsen.

The Consent Agenda was approved as modified.

Financial Reports: Bob McCaskill and Tom Ferguson (Packet Pages 1-4): Bob McCaskill reported that the Finance Committee had reviewed the three statements included in the Packet and there was nothing unusual to report.

The Committee approved three new loans:
1. $470,000 loan to St. Stephen’s, Belvedere as a short-term, temporary bridge loan to purchase the departing rector’s 50% interest in the church rectory. The borrowing will be repaid with funds from a pending new mortgage loan on the rectory.

2. $350,000 loan to St. John’s Oakland as a bridge loan to enable restoration work to repair damages following a sewer backup. The City of Oakland has indicated its intent to reimburse the church for some portion of the damages and the church will repay any unreimbursed costs over 5 years.

3. $565,000 loan to St. Paul’s Oakland to pay off a balloon payment due in August on an existing mortgage on the church. As a condition of the loan, the Finance Committee will require that the church segregate a comparable amount of its investment portfolio that would serve as collateral for the loan. The church has committed to repay the Diocesan loan within 5 years, which they acknowledge may require them to liquidate part of their current investment portfolio.

Presentation of the 2016 Budget: Bob McCaskill and Tom Ferguson (packet Pages 5-7): The Program and Budget Committee held its final meeting on May 20 and approved the 2016 Budget, which was sent the first part of June along with a document from Tom Ferguson titled “2016 Diocesan Budget – Top 7 Things to know as of June 12, 2015.” Refer to this document for the discussion of the 2016 budget.

There was discussion on medical benefits which is one of the annual increases in expenses in the budget. The Canons mandate one medical plan be offered that pays in full for spouses and dependents. Benefits are a very complex matter.

The budget was approved by the Executive Council members and can now be sent to the deaneries for approval at their meetings starting later this summer. Ultimately the budget goes to the Convention for approval in October.

Many thanks to this year’s P&B Committee members: Roulhac Austin; Mike Chambers; Matthew Dutton-Gillett; Joe Jennings; Jim McConnell; Joyce Parry Moore; Kathy Trapani; Mauricio Wilson; Tom Ferguson; Bob McCaskill.

Report from the Capital Campaign Study Process: The consultants from CCS presented the results of the extensive interviews conducted around the Diocese.

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The study found that there is much support between clergy and laity for a capital campaign in the Diocese at this time and that there is significant goodwill towards the programs and facilities of the Diocese. Detailed results are contained in the 26-page handout that was both emailed to Council members prior to the meeting and distributed on site. The report is attached.

**Assessment Appeals Report: Mauricio Wilson:** Mauricio Wilson reported on the work of the assessment Appeals committee for 2015. The three churches that have requested assessment relief are St. James, San Francisco; Christ Church, Portola Valley; and Holy Innocents’, Corte Madera.

The committee will be visiting these churches and will have recommendations in Aug. and Sept.

**Bishop’s Time:** The Bishop commented on the upcoming 78th General Convention of The Episcopal Church and our excellent deputation that will be representing DioCal. He will be serving on the Environmental Committee. Bishop Marc will be attending a UN Climate leader’s Roundtable in San Francisco the end of June and hopes to go to the UN climate meeting in Paris in November.

The Bishop was pleased to receive encouraging news from the Consultants about the capital campaign study process.

**Book Study:** Chapter 6 of *Cultivating the Missional Church* was discussed. The EC members will continue the book study with the next three chapters for the August meeting.

**Nominating Committee:** Bill Cullen commented on the search for nominees for Standing Committee and Executive Council. Nominations are still open and needed for Executive Council. The deadline for nominations is August 15, 2015.

Bill proposed a census of the Diocese. A handout stated that the goal and purpose of this Census 2015 is to develop a diocesan wide collection of members who have served a supporting role within their parish or this diocese and/or are interested in doing so. This proposal will be discussed at the August meeting.

**Standing Committee:** Mary Vargas reported on the two major items before the SC in June:
- A request from Christ the Lord, Pinole to move from mission to parish status. There was good discussion, questions identified, and a decision is anticipated at the July meeting.
- Standing Committee held meeting with Bishop Marc, Stafani Shatz, Tom Ferguson, and the leadership from St. Edmunds, Pacifica. The goal of the meeting was to hear the ongoing conversation about St. Edmunds’ transition since Sue Thompson’s retirement and have all the voices in the room to listen, talk and move forward together. St Edmunds’ leadership will be working directly with Stafani and others at DioHouse to determine their next steps. The SC is available to continue to act as host to the conversation and as counsel to the Bishop should either be necessary.

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Closing Prayer and Adjournment: The meeting was adjourned at 6:30 PM with Ken Fuller giving the closing prayer.

Karma Quick-Panwala  
Secretary of Executive Council

Mary Louise Gotthold  
Recording Secretary

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