The Rev. Chip Larrimore, Chair of Executive Council (EC), called the meeting to order at 4:33 p.m. The Rev. Deborah Hawkins offered the opening prayer.

### Attendance

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bishop and President</td>
<td>The Rt. Rev. Marc Handley Andrus</td>
<td>Present</td>
</tr>
<tr>
<td>Chair</td>
<td>The Rev. Chip Larrimore</td>
<td>Present</td>
</tr>
<tr>
<td>Vice Chair</td>
<td>Richard Patenaude</td>
<td>Present</td>
</tr>
<tr>
<td>Secretary</td>
<td>The Rev. Kathy Trapani</td>
<td>Present</td>
</tr>
<tr>
<td>Bishop's Appointees:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Phone</td>
<td>Brad Barber</td>
<td>Present</td>
</tr>
<tr>
<td>Ex-Officio Members:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Secretary of Convention</td>
<td>David Frangquist</td>
<td>Present</td>
</tr>
<tr>
<td>Other Attendees:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standing Committee Representative</td>
<td>Brenda Paulin</td>
<td>Present</td>
</tr>
<tr>
<td>Phone</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Guests:</td>
<td></td>
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</tbody>
</table>

**Bishop’s Appointees:**
- Brad Barber (Phone)
- David Gilmour (Absent)

**Ex-Officio Members:**
- David Frangquist (Present)
- Robert McCaskill (Present)
- Treasurer of the Diocese

**Other Attendees:**
- Brenda Paulin (Present)
- Christopher Hayes, Esq. (Present)
- Chancellor of the Diocese

**Diocesan Staff:**

**Guests:**
- None

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**Our Mission:** Embodied Justice for All People & for God’s Creation • Church Vitality • Rooted Spirituality • Transparent & Accountable Leadership • Inclusive Community
Approval of Consent Agenda: The Agenda was removed from the Consent Agenda so that the Appointment of Committee Chairs could be moved from 5:35 to 5:15 p.m., with the book discussion to follow. The above change and January minutes were approved.

Bishop’s Time: The Bishop gave an update on the Capital Campaign in Davey Gerhard’s absence. He was pleased to report that the campaign has secured a gift of $10,000,000. During the Major Gifts phase the Bishop is communicating with all prospective donors and will circle back to those he spoke to in the fall. As noted in Davey’s written report, a number of major gift solicitations are in progress. The Bishop expressed his pleasure with the mission of the campaign and its progress thus far, as well as his appreciation for the support the Executive Council has given. He noted that a successful campaign will significantly change the face of the Diocese.

Davey Gerhard, Christina and the Bishop are also working on the collaborative campaigns, as well as expanding the circle of asks to people who have done well in the tech boom but have not yet connected to the Episcopal Church. The goal for congregational participants is 225% of the annual budget, with 30% coming to the Diocese. Thus far, 47 congregations have expressed an interest in participating. There are currently two pilot campaigns, with as many as ten to follow in the fall and another ten in the spring.

The Bishop will be on sabbatical for much of 2017. He has completed his PhD coursework and will take a sabbatical after Easter to write his dissertation. He anticipates needing episcopal assistance in May and June (there are no visitations in July or August).

Capital Campaign Update (Davey Gerhard): A written update on the Capital Campaign, Expanding Horizons Report from Davey Gerhard February 2016, was sent to the Executive Council separate from the February meeting packet.

Financial Report (Tom Ferguson and Bob McCaskill): Statements that were sent out with the meeting packet have been reviewed by the Finance Committee. Bob and Tom noted the following:
Income Statement: Covers only the first month of 2016. Nothing unusual to report.
Union Bank LOC: The statement reflects some repayments on existing loans. Nothing unusual to report.
Aging Report: A written report was not available for the packet. Tom advised that there were no new or significant arrearages on payroll and benefit reimbursements to the Diocese.

The 2016 Diocese of California Budget Reforecast with changes subsequent to Convention was distributed. A copy of the Assessment Appeals Guidelines was

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Appointment of Committee Chairs: Richard Patenaude reported on the committees and committee appointments necessary for the work of Executive Council (listed in the EC Handbook) and will have more information available next month. He extended an invitation to EC members interested in these committees to contact him. It will be important to fill the positions on the Assessment Appeals Committee as soon as possible, and anyone interested in serving on Assessment Appeals (or anyone who knows an interested party) should contact the Rev. Chip Larrimore. The Chair is appointed by the Bishop and one person is appointed by the Chair of the Executive Council. A summary of the assessment appeals process will go out to congregations in the coming week.

The Committee on Program and Budget includes one Executive Council member from each deanery. The following EC members were appointed to Program and Budget and approved:

- Alameda - Robert Middleton
- Southern Alameda - Scott Whitaker
- Marin - Douglas Roberts
- San Francisco - Michael Chambers
- Peninsula - the Rev. Deborah Hawkins
- Contra Costa - the Rev. Kathy Trapani

Executive Council Book Study: The Rev. Cn. Julia McCray-Goldsmith lead the discussion on the first chapter of *Gratefulness, the Heart of Prayer* by Brother David Steindl-Rast and distributed questions to be discussed in small groups. The hope is to find a way to take this into our communities and make this a diocesan-wide study. The assignment for the March Executive Council meeting is to read Chapter Two.

Chancellor’s Report (Christopher Hayes): The Executive Council entered into executive session at 5:35 p.m. for a confidential report from the Chancellor. The executive session was concluded at 5:50 p.m.

Christopher then requested approval for improvements to one side of the undeveloped land owned by the Corporation Sole in Brentwood.

The following resolution was moved, seconded and approved: Resolved, that the Executive Council consent to the Corporation Sole entering into an agreement with the City of Brentwood to dedicate a right of way for a public street in exchange for a waiver of development fees and the cost of street improvements, subject to negotiation and finalization by the Bishop and the Chancellor.

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Task Force for Post-Capital Campaign Follow-Up (The Rev. Chip Larrimore): The Rev. Chip Larrimore asked for a task force to work with him to plan a thank-you celebration for Bishop Marc’s tenth anniversary as Bishop of California that would also build on the momentum of the Capital Campaign. The task force would also plan events for the completion of the various phases of the Campaign in 2016 and 2017. Ron Johnson and Albe Larsen volunteered to part of the task force.

Chip asked that EC members fill the remaining slots for opening and closing prayers and snack. He also expressed his and his family’s deep gratitude for the prayers, care and concern they have received after the death of his son, Cole.

Standing Committee Report (Brenda Paulin): Standing Committee met on February 2, 2016. They discussed the role of Standing Committee in the ordination process and its relationship to and collaboration with the Commission on Ministry. The Standing Committee was briefed by the Bishop, Canon Stefani and the Chancellor on current issues within the Diocese. Brenda also commented on the Standing Committee’s role in consenting to episcopal elections. There is no committee activity to report.

Calendar: The next Executive Council meeting is scheduled for Tuesday, March 15, 2016 at 4:30 p.m.

Closing prayer and Adjournment: Closing prayer was offered by Jim Wiant, and the meeting was adjourned at 6:01 p.m.