

**Executive Council Minutes**  
**Tuesday, May 18, 2021 | 4:30 PM – 6:30 PM | ZOOM**

Attendance: **P**resent **A**bsent **E**xcused

*Officers:*

**The Rt. Rev. Dr. Marc Handley Andrus** Bishop and President **P**  
**Richard Patenaude** Chair, Class of 2021 **P**  
**The Rev. Jon Owens** Vice Chair, Class of 2022 **P**  
**Mees Tielens** Secretary, Class of 2021 **P**

*Class of 2021:*

**Bruce Morrow P**  
**Eleanor Prugh P**  
**Don Miller P**  
**The Rev. Merry Chan Ong A**

*Class of 2022:*

**Marj Leeds P**  
**Birgit Eschmann P**  
**Tom Matthews P**  
**Anna Haight P**

*Class of 2023:*

**Aidan Jobe-Sea P**  
**Jeanette Dinwiddie Moore P**  
**The Rev. Lindy Bunch P**  
**The Rev. Krista Fregoso P**  
**Sherry Lund P**  
**Elaine Vallecillo-Miller P**

*Bishop's Appointees:*

**The Rev. Liz Tichenor P**  
**Bruno Peguese P**  
**Ana Maria Vaquero A**  
**Edgar Woo P**

*Ex-officio members:*

**The Rev. Richard Edward Helmer** Secretary of the Convention **P**  
**Lane Ringlee** Treasurer of the Diocese **P**

*Diocesan Staff:*

**The Rev. Canon Debbie Low-Skinner** Canon to the Ordinary *Pro Tempore* **P**  
**Jim Forsyth** Interim CFO **P**  
**The Rev. Michele Racusin** CFO **P**  
**Amy Cook** Working Group Head for Faith Formation **P**  
**Davey Gerhard** Director of Development **A**

*Other attendees:*

**Christopher Hayes, Esq.** Chancellor of the Diocese **P**  
**Albe Larsen** Standing Committee **P**

*Guests:*

**Donna Colombo** Bluebird Project

**Iman Novin** Novin Development

**Andrea Osgood** Eden Housing

**Fr. Vincent Pizzuto**, St. Columba's

#### **4:33pm Call to Order**

Opening Prayer

Approval Items

Meeting Agenda

Minutes of Meeting of April 20, 2021 accepted as presented

#### **4:34pm Bishop's Time**

Pentecost will be the first indoor service for many congregations. The pandemic has extracted a great cost from diocesan clergy and lay leadership and the Bishop is grateful for everyone's faithful labor. He also highlights the Juneteenth celebration on June 19 at 2PM at the Cathedral. It will be a diocesan-wide event and all are urged to attend and share in the celebration.

Diocesan Convention is scheduled for October 22-23 and our guest speaker will be the Civil Rights activist Ruby Sales. The diocese is hosting an authors' fair on Friday evening and authors from all over the diocese will be present.

#### **4:42pm Canon's Time**

Bruce Morrow has agreed to take over chairing the Assessment Appeals Committee. As the Canon to the Ordinary *Pro Tempore*, Debbie Low-Skinner will take leave from her current congregation and is currently onboarding at DioHouse.

The bishop welcomes Canon Debbie to the Council. He expresses his faith in Debbie and believes she will make great contributions around diversity, vocations, and formation in this diocese.

#### **4:57pm Chancellor's Time**

The chancellor informs the Council about the anticipated sale of a house purchased with diocesan help upon the retirement of the previous bishop.

## **5:00pm Financial Report**

Lane Ringlee presents the financial reports previously circulated to the Council. The Program and Budget Committee has met to review the budget and recommend changes. It goes back to the Finance Committee and will then come to the Executive Council for final approval.

~~5:30 Break~~

## **5:03pm St. Dorothy's Rest Update**

### **Action Item – Property Sale**

The previous Executive Director, Katie Evenbeck, has taken a new position. The Rev. Alan Gates is the interim Executive Director. St. Dorothy's Rest has reopened their bookings and has done quite well. The Woods to Waves fundraiser in May raised over \$20k.

SDR has received an offer for the office building and is asking the Executive Council to approve the sale. Bishop Marc moves that the Council approves the resolution granting authority for sale that was previously circulated. After a discussion around the property's zoning laws, the motion passes.

The Executive Council is requesting SDR do a reserve study on the property. An estimate has been requested from the company the Bishop's Ranch is using for their study. To not further delay the process, Sherry Lund moves that the Council approve St. Dorothy's Ranch pursuing a reserve study, not to exceed \$12,000. The motion passes.

## **5:19pm Action Items**

### **Housing Allowance – The Rev. Debra Low-Skinner**

Marj moves the resolution that was provided via email. The motion passes with no discussion and one abstention.

## **5:25pm Break**

## **5:37pm Action Items**

### **Approval of Eden Housing MOU – Donna Colombo, Iman Novin, Andrea Osgood**

Donna Colombo updates the Council on the current status of the project. She requests the Council approve the revised Memorandum of Understanding between the Bluebird Project and Eden Housing. Andrea Osgood (Eden Housing) and Iman Novin (an affordable housing consultant) answer questions as the Council discusses the new terms, the role that Eden Housing plays, the risks to the diocese, and the path forward, including future check-in points with the Council.

Marj Leeds moves we approve the MOU that was presented in our meeting packet. The motion passes without further discussion.

**St. Columba's, Inverness, Building Project – The Rev. Vincent Pizzuto**

Fr. Vincent presents St. Columba's plans to restore their bell tower, including funding sources. Missions are required to present material amendments to their budgets to the Executive Council for approval. The motion passes. Anna Haight recused herself from the vote due to a conflict of interest.

**Authorization of Assessment Appeals Committee Members**

Birgit Eschmann moves to approve the new Assessment Appeals Committee members. The motion passes with one abstention. The following people make up the committee: Bruce Morrow (chair), Debra Low-Skinner, Richard Patenaude, Don Miller, Arthur Perkins, Rosalyn Atekunde, Tom Matthews.

**6:48pm Reports**

**Standing Committee Report – Albe Larsen**

The Standing Committee met on May 13. They consented to the new bishop for South Carolina, met with the Executive Director, the Vice-Chair, and Board president of Olaf House, and continued their discussion of the diocesan leadership structure with Bishop Marc.

**Task Force on Diocesan Leadership**

Group has begun to meet and deliberate.

**Deanery Reports**

Southern Alameda and San Francisco met a couple weeks ago. Alameda and the Peninsula are meeting in mid-June; Contra Costa is as well and have requested a presentation from Marj Leeds on the diocesan budget process.

**6:57pm Meeting Evaluation – The Rev. Krista Fregoso**

Krista takes the council through a two-part evaluation of the meeting.

**7:05pm Closing**

Don Miller offers the closing prayer. Richard Patenaude adjourns the meeting.

**Respectfully submitted,**



**Mees Tielens  
Secretary of Executive Council**



**The Rev. Debra Low Skinner**

The following resolution was duly adopted by the Executive Council of the Diocese of California at a regularly scheduled meeting held on May 18, 2021, a quorum being present:

Whereas, Section 107 of the Internal Revenue Code permits ministers of the gospel to exclude from gross income a church-designated allowance paid to them as part of their compensation to the extent used by them for actual expenses in owning or renting a home; and

Whereas, the minister is compensated by Diocese of California exclusively for services as a minister of the gospel; and

Whereas, Diocese of California does not provide the minister with a rectory, therefore, it is hereby

Resolved, that compensation of \$22,000 is hereby designated to be a housing allowance; and it is further

Resolved that the designation of \$22,000 as a housing allowance shall apply from June 1, 2021 and all future years unless otherwise provided.

## **RESOLUTION GRANTING AUTHORITY TO SELL REAL ESTATE**

The undersigned, being the Secretary of The Episcopal Church in the Diocese of California, a nonprofit religious corporation, does hereby certify that at a meeting of the Executive Council (Board of Directors) of the Corporation duly called and held on May 18, 2021, via Zoom video conference, at which a quorum was present, the Executive Council adopted the following resolution, which the Council has not modified or rescinded:

IT IS HEREBY RESOLVED that the Corporation and The Episcopal Bishop of California, a Corporation Sole, sell the real property located at 164 McKinley Avenue, Camp Meeker, Sonoma County, California, 95419, Assessor's Parcel No. 075-130-025, under that certain California Residential Purchase Agreement and Joint Escrow Instructions dated May 10, 2021, as accepted subject to that certain Addendum dated May 10, 2021.

FURTHER RESOLVED, that the Corporation agrees for the escrow officer to deposit the proceeds of the sale into a bank account designated by St. Dorothy's Rest Association, a nonprofit religious corporation that is a Diocesan Institution of The Episcopal Church in the Diocese of California, and on whose behalf The Episcopal Bishop of California, a Corporation Sole, holds the real property described above.

FURTHER RESOLVED, under California Corporations Code section 9142, under Canon I.7.3 of the Canons of the Episcopal Church, under Canons 16.04(c) and 19.01 of The Episcopal Church in the Diocese of California, and under any other applicable civil or ecclesiastical law, that the Corporation consents to all actions by The Episcopal Bishop of California, a Corporation Sole, that may be necessary to sell this real property.

FURTHER RESOLVED, that the closing documents in connection with the sale of the real property be in such form as The Episcopal Bishop of California, a Corporation Sole, may consider advisable.

FURTHER RESOLVED, that the President of the Corporation (the Right Reverend Marc Handley Andrus), the Chief Financial Officer of the Corporation (the Reverend Michele Racusin), the Chairman of the Corporation (Richard Patenaude), the Treasurer of the Corporation (Lane Ringlee), and the Secretary of the Corporation (Mees Tielens), are each authorized to execute and deliver all closing documents on behalf of the Corporation.

Dated: May 18, 2021

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Mees Tielens, Secretary