

**Executive Council Minutes
April 19, 2022
4:30 PM – 6:30 PM
In Person and via ZOOM**

Attendance: Present Absent Excused

Officers:

The Rt. Rev. Dr. Marc Handley Andrus Bishop and President P
The Rev. Jon Owens Chair, Class of 2022 P
Sherry Lund, Vice Chair, Class of 2022 E
Marj Leeds Secretary, Class of 2022 P

<i>Class of 2022</i>	<i>Class of 2023</i>
The Rev. Kirsten Spalding P	The Rev. Krista Fregoso P
Birgit Eschmann P	The Rev. Lindy Bunch P
Anna Haight P	Aidan Jobe Sea P
Tom Matthews P	Elaine-Vallecillo Miller P
	Jeanette Dinwiddie-Moore P
<i>Class of 2024</i>	<i>Bishop's Appointees</i>
Bruce Morrow P	Edgar Woo P
Melisa Buie P	Bruno Peguese P
The Rev. David Erickson P	Vacant
Peter Fairfield P	
Bill Burrell P	
Southern Alameda Rep (Vacant)	

Ex-officio members:

The Rev. Brother 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 P
The Rev. Michele Racusin CFO P
Davey Gerhard Director of Development P
The Rev. Gary England Vice Chancellor P
Amy Cook Working Group Head for Faith Formation P
Stephanie Martin Taylor Working Group Head for Communications P

Other attendees:

Christopher Hayes, Esq. Chancellor of the Diocese P
The Ven. Carolyn Bolton Standing Committee P

- 4:30 The meeting was called to order by Jon Owens.
- 4:35 Birgit Eschmann moved and Tom Matthews seconded the approval of the meeting agenda and the minutes of the March 15, 2022 meeting. The motion passed.
- 4:40 Board Development- Jon Owens led the group in an excellent leadership development exercise on Spirituality.
- 4:51 Bishop's Time
The Bishop updated us on Easter festivities.

The discussion moved to funding of the part-time joint Leadership Staff position of Vice Chancellor/Human Resources Manager along with funding of other staff positions. Davey Gerhard explained that the money in the Expanding Horizons Fund is broken up into categories that are essentially a fund functioning as an endowment. Davey then explained the status of the allocation. He is proposing that the categories titled "Leadership Staffing" and "Environmental Chaplain" be merged into a single category. He also proposed that \$75,000 from this category of the Expanding Horizons Fund be reallocated to fund, during 2022 only, the part-time joint Leadership Staff position of Vice Chancellor AND Human Resources Manager. The reallocation was not primarily for the 1/4-time Vice Chancellor position, but for the half-time Human Resources Manager position to address the many concerns and needs articulated in Resolution #7 (Standardized Templates for Key Common Personnel and Administrative Documents) of the last Diocesan Convention. This leaves approximately \$1.5 million dollars in the Leadership Staff/Environmental Chaplain "bucket". It would require about \$3 million to fully fund the Environmental Chaplain position via a fund functioning as an endowment arrangement.

Brother Richard Edward questioned whether this is truly an endowment, i.e. donor restricted. Christopher Hayes clarified that the correct term is a fund functioning as an endowment and the allocation of the funding could be changed by the vote of a future Executive Council.

Jon Owens moved that the Leadership Staff and Environmental Chaplain line items in the Expanding Horizons campaign be combined with \$75,000 of this money to be used to fund a portion of the Vice Chancellor/Human Resources Manager position for the remainder of 2022. Tom Matthews seconded and the motion passed.

- 5:51 Chancellor's Time
At the request of the Chancellor, Peter Fairfield moved and Bishop Marc Andrus seconded that we move into Executive Session to discuss pending and potential litigation. Aidan Jobe Sea moved and Bruno Peguese seconded that we exit Executive Session at 6:07.
- 6:07 Break
- 6:15 Financials
- Financial Report – Michele Racusin provided an update on the P&L statement, aging report and accounts receivable. The Line of Credit report was reviewed with the

good news that St. Paul's in Oakland has made a commitment to make significant progress on paying down the principal.

- Policy Brief on HR position and funding – moved to earlier in the agenda

6:15 Canon to the Ordinary report and policy brief

Canon Debbie reported that they are continuing to study fragile congregations and work on the final closing of accounts for St. Cuthbert's. She also provided an update on the Vital and Thriving Initiative.

6:25 Action Items

- Approval of lease between City Church SF and Trinity/St. Peters – Lindy Bunch reported that though there has been great progress, the lease is not yet finalized.
- Website photos – Marj Leeds will be contacting those EC members that have not yet submitted a photo.

6:32 Reports

Standing Committee Report – The Ven. Carolyn Bolton reported on the Standing Committee. May 10th retreat with Bishop. The Regional Dean document has been finalized and approved.

Talking Points

- The Bishop has an open position on the Executive Council and is seeking recommendations for good candidates.
- We approved funding for the Vice Chancellor position which will provide more Human Resources and legal support
- Vital and Thriving is moving forward

Deanery Reports

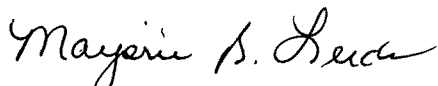
- San Francisco Deanery has been discussing ways to work better together, especially considering how much content has moved online, youth activities, etc.

6:45 Closing Prayer by the Reverend Lindy Bunch and adjourn

Next Meeting:

Tuesday May 17, 2022 4:30pm -6:45pm

Respectfully submitted,



Marjorie B. Leeds
Secretary