

**Executive Council Minutes**  
**Thursday, December 8, 2022**  
**4:00 PM – 5:15 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 2023 - P  
**Marj Leeds** Secretary, Class of 2022 - P

|                                      |  |      |
|--------------------------------------|--|------|
| <i>Class of 2022</i>                 | <i>Class of 2023</i>                         |      |
| <b>The Rev. Kirsten Spalding- P</b>  | <b>The Rev. Krista Fregoso - P</b>           |      |
| <b>Birgit Eschmann – P</b>           | <b>Steven Depont-Kalani - P</b>              |      |
| <b>Anna Haight – P</b>               | <b>Aidan Jobe Sea - P</b>                    |      |
| <b>Tom Matthews – P</b>              | <b>Elaine-Vallecillo Miller - P</b>          |      |
|                                      | <b>Jeanette Dinwiddie-Moore - P</b>          |      |
|                                      |  |      |
| <i>Class of 2024</i>                 | <i>Bishop's Appointees</i>                   |      |
| <b>Bruce Morrow – A</b>              | <b>Edgar Woo – Class of 2024 A</b>           |      |
| <b>Melisa Buie – A</b>               | <b>Bruno Peguese - Class of 2024 – P</b>     |      |
| <b>The Rev. David Erickson – P</b>   | <b>Ana Maria Vaquero - Class of 2024 - A</b> |      |
| <b>Peter Fairfield – P</b>           | <b>Leigh Flesher – Class of 2025 - E</b>     |      |
| <b>Bill Burrell – P</b>              |  |      |
| <b>Southern Alameda Rep (Vacant)</b> |  |      |
|                                      |  |      |
| <i>Class of 2025</i>                 |  |      |
| <b>Carolyn George – P</b>            |  | 2025 |
| <b>Vance Frost - P</b>               |  | 2025 |
| <b>The Rev. Will Scott – P</b>       |  | 2025 |
| <b>The Rev. John Kirkley – P</b>     |  | 2025 |
| <b>Jim Wiant – P</b>                 |  | 2025 |
|                                      |  |      |

*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  
**Canon Davey Gerhard** Canon for Stewardship and Development - A

**The Rev. Gary England** Vice Chancellor - P  
**Amy Cook** Working Group Head for Faith Formation - P  
**Stephanie Martin Taylor** Working Head Group for Communications - P

*Other attendees:*

**Christopher Hayes, Esq.** Chancellor of the Diocese - A  
**The Ven. Carolyn Bolton** Standing Committee - P  
**Canon Kathleen Piraino** – Bluebird Project Consultant - P

- 4:02 Call to Order and Opening Prayer – Amy Cook led us in prayer
- 4:05 Consent Items – Bishop Marc moved and Stephen Depont-Kalani seconded the approval of the consent items. The motion passed. The items included:
- Approval of the Meeting Agenda
  - Approval of the Minutes of Meeting of Nov 18 with the changes submitted by Canon Debbie Low-Skinner
  - Approval of Clergy Housing Allowance for the Rt. Rev. Bishop Marc Andrus, the Rev. Canon Debbie Low-Skinner, the Rev. Christopher Chase, the Rev. Deacon Gary England, the Rev. Deacon Hailey McKeefry, the Rev. Rebecca Edwards, and the Rev. Michele Racusin.
  - Approval of the appointments to the Bishops Compensation Committee  
Anna Haight, Chair, Tom Matthews, Rev. David Erickson, Rev. Mauricio Wilson (Standing Committee Nominee), Barbara Creed
  - Approval of the appointments of the Assessment Formula Taskforce  
Rev. Kirsten Spalding, Chair, Rev. John Kirkley, Rev. Krista Fregoso, Lane Ringlee, Rev. Michele Racusin, Jim McConnell
- 4:09 The Executive Council collectively answered the questions - What did we do well this year? What are you hopeful about the church? What brings you joy about in the church?
- 4:15 Bishop Marc's time  
Bishop Marc welcomed new members to the Council and thanked those who are departing. He reported on the recent COPs meeting in Egypt. Marc said this was the most consequential agreement in some time, in particular the discussion of loss and damage and the passing of an agreement. In February of 2023 the Executive Council of the National Church will be meeting in San Francisco.
- 4:20 Recognition of new members and outgoing members  
Sherry Lund, Vice Chair, welcomed new members to the Executive Council and gave sincere thanks to each of those members who are departing, particularly officers Rev. Jon Owens, Chair and Marj Leeds, Secretary.
- 4:30 Blue Bird Project proposal – Rev. Jon Owens moved and Peter seconded that we move into Executive Session at 4:31. Executive session ended at 4:51 and Jon Owens moved and Marj Leeds seconded the approval of Option #1 which includes:
- 75-year ground lease
  - Capitalized ground lease payment of \$3.75 million.
  - Fast close after 45-day due diligence period, with 100% of capitalized lease payment made following due diligence

- Non-refundable except in case of Diocesan breach. Developer must obtain project approvals.  
The motion passed.

4:55 Finance report

Michele Racusin reported that the financials look pretty good. Gift income remains below budget as previously reported. Michele reported that Bishop Marc raised a donation to cover the cost of the COPs conference. We expect to be within budget at year end. The accounts receivable for payroll and benefits is in good shape except for the long-term overdue accounts. Assessments are almost all current. Michele is expecting to make progress on the audit project after the first of the year.

5:00 Chancellor's time. Nothing to report, as the Chancellor was not present due to a court case.

5:05 Canon to the Ordinary report

Canon Debbie reported on the status of various Parishes. Vital and Thriving continues and progress is good.

5:10 Rev. Will Scott led us in prayer. The Rev. Kirsten Spalding moved adjournment. The motion passed.

Talking Points

- Members were appointed to the Bishops Compensation Committee - Anna Haight, Chair, Tom Matthews, Rev. David Erickson, Rev. Mauricio Wilson (Standing Committee Nominee), Barbara Creed.
- Members were appointed to the Assessment Formula Taskforce - Rev. Kirsten Spalding, Chair, Rev. John Kirkley, Rev. Krista Fregoso, Lane Ringlee, Rev. Michele Racusin, Jim McConnell.
- We thanked those who are leaving the Council and welcomed new members.
- The Council continued our work on the Bluebird Project.
- Financial results are as per plan.

5:30 Evensong

6:30 Dinner

Next meeting is our annual working/planning/orientation retreat January 18-20 at Bishop's Ranch. All members are to let Sherry Lund know right away if they cannot be present, so she can adjust reservation numbers with the Ranch.