

Executive Council Minutes

Tuesday, March 19, 2024

4:30 PM – 7:00 PM

via ZOOM

Attendance: Present Absent Excused

Officers:

The Rt. Rev. Dr. Marc Handley Andrus, Bishop and President P

The Rev. Kirsten Spalding, Chair of 2024, Class of 2025 (Convention) P

Leigh Flesher, Vice Chair, Class of 2026 (Peninsula) P

Peter Fairfield, Secretary, Class of 2024 (Convention) P

Class of 2024	Class of 2025
Bruce Morrow (Alameda) P	Vance Frost (Marin) P
The Rev. David Erickson (Convention) P	Carolyn George (Convention)
Bill Burrell (Marin) P	The Rev. John Kirkley (San Francisco) P
Michael Diamond (Peninsula) P	The Rev. Will Scott (Alameda) P
Mary Frances Leopold (Southern Alameda) P	Jim Wiant (Contra Costa) P
Class of 2026	Bishop's Appointees
George Strait (Convention) P	Tish Busselle (2026) P
AnnaMarie Hoos (Convention) P	Bruno Peguese (2024) A
Christine Benson (San Francisco) P	
Justin Cannon (Southern Alameda) P	
Todd Bryant (Contra Costa Deanery)	

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 Amy Cook, Canon for Faith Formation P

Canon Stephanie Martin Taylor, Canon for Communications P

Canon James Forsyth E

Other attendees:

The Rev. Austin Rios, Bishop-Elect P

Canon Christopher Hayes, Esq. Chancellor of the Diocese P

The Ven. Carolyn Bolton, Standing Committee P

The Rev. Davey Gerhard P

The Rev. Jane Stratford P

4:30 PM **Welcome and Prayers:** Chair Spalding opened the meeting and asked that the group be divided into small groups for prayer.

4:44 **Bishop's Time:** Chair Spalding asked Bishop Marc to begin with a welcome to bishop-elect Austin as he was in a distant time zone and may not be able to stay for the whole meeting. Bishop-elect Austin reported on his experience of being one of the "Green Bishops" at the House of Bishops meeting. Bishop Marc asked the question "How do we help our most vulnerable congregations?"

He suggested that a progressive assessment formula may bring relief to those congregations with a budget under \$100K and that work has begun on a resolution to address this subject at this year's Diocesan Convention. He asked the group to ponder "What is the essential missional moment that we find ourselves in as a diocese?"

5:04 Chair Spalding asked that the agenda be removed from the consent calendar for discussion and Secretary Fairfield requested that the February minutes be removed as well. After some discussion, both were approved.

5:11 **Financials:** Canon Michelle Racusin reviewed the financials and discussed ways to improve transparency of financials for the Council. She shared the detailed P&L for 2023 and noted that the audited financials will be presented to the Council by the auditor in April.

In discussing the Bishop's Search and Transition Budget, she noted that sales of room bookings at the Mark Hopkins looked good and that only 40 more room nights need be sold to avoid a penalty. In reviewing the Line of Credit report, she noted that St. Dorothy's Rest note from the diocese's line of credit will be paid at the close of escrow of the sale of their easement which prompted a question as to when that might be expected. Chancellor Hayes announced that all papers had been signed a few days ago and the close was imminent. Repairs to the Lyon Street residence are now expected to be higher than first thought and additional funds need to be allocated to complete the renovations in time for the bishop-elect's arrival. Lane Ringlee requested that an ad hoc sub-committee be assigned to approve bids in a timely manner so that the work can continue in the interim without waiting for the approval of the Council at their next meeting in April. He also asked that the Program and Budget committee be requested to consider increasing the annual budget for the maintenance and repair of the bishop's residence. Tish Busselle made the following two motions:

Funds totaling not more than \$150K shall be allocated from the Christy Fund to the 2024 budget for the repair of the bishop's residence, making that total \$350K.

An ad hoc sub-committee shall be established to approve bids for repairs to the bishop's residence between regular meetings of the Executive Council.

The motions were seconded and passed unanimously. Chair Spalding, Vice Chair Flesher and Secretary Fairfield volunteered to serve on this sub-committee.

5:49 The Executive Council noted and confirmed the bishop's appointment of Bruce Morrow and Susan Aley to the Program and Budget Committee. Bruce Morrow has accepted the chair position.

5:50 Housing Resolution: The Rev. John Kirkley moved the following:

WHEREAS The Rev. Eric Metoyer is employed as a minister of the Gospel by the Episcopal Diocese of California which does not provide a residence for him, Executive Council resolves that of the total annual compensation of \$102,000 to be paid to the Reverend Eric Metoyer during the year 2024, \$5,000 is deemed housing allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986.

The Executive Council further resolves that the amount designated as housing allowance for each of the ministers of the Gospel named above shall apply to calendar year 2024 and all future years during which each of the above ministers are employed by The Episcopal Diocese of California, unless amended by the Executive Council.

The motion was seconded and passed unanimously.

5:51 Property Use and Disposition Report: Bruce Morrow, speaking for the Holy Innocents, Corte Madera sub-committee, began a discussion of the proposals for the HICM property by noting that all three proposals received to date do not address the use of the property, only the use of funds from the sale of the property. Chancellor Hayes noted that unless a church use for the property was found in a timely manner, that the Corte Madera taxing authorities would cease to treat the property as religious and begin to tax it accordingly. Several suggestions were made such as contacting indigenous people's groups and contacting local developers who have shown interest in creating "Workforce Housing". Bruce Morrow agreed to contact the groups who submitted responses to the RFP to let them know that the decision to sell the property has not yet been made, but their proposals will be held until such time as may be appropriate. Chair Spalding urged the sub-committee to continue their work with Diocesan staff until a recommendation on whether to sell the Corte Madera Holy Innocents property is made.

6:28 Diocese of the Future: John Kirkley briefly discussed the formation of the committee and shared the committee list:

The Rev. John Kirkley, St. James, San Francisco (chair, EC member)
The Rev. Liz Tichenor, Church of the Resurrection, Pleasant Hill
The Rev. Will Scott, St. Anselm's, Lafayette (EC member)
The Rev. Todd Bryant, St. Timothy's, Danville (EC member)
The Rev. Deacon Miguel Bustos, Grace Cathedral
Tricia Christiansen, Christ Church, Portola Valley
Evan Deocariza, Grace Cathedral
Canon Amy Cook, Diocesan Staff

After brief discussion, it was agreed that John Kirkley, Kirsten and Leigh would again review and summarize the narrative responses to the 2023 parochial report with Canon Michele's support.

6:32 Chair Spalding called for a short break.

6:35 Disposition of the Brentwood Property: Bishop Marc began a discussion of the history of the Brentwood property, from when it was purchased before his election as bishop, and through the various plans to develop the property such as Blue Bird Village. He noted that local opposition to any use except single family dwellings had hardened over the years and that it is now time to consider whether or not to dispose of the property instead of developing it. The Rev. Jane Stratford gave additional information from the point of view of the parishes of St. Alban's and St. George's, both of which had an interest in the property and now of the combined parish of St. Anna's, which has a legacy interest. She urged that the property not be sold and that efforts to develop it should continue. A suggestion was made that groups of indigenous people may have input on the question. It was agreed to continue the discussion in the next meeting.

6:56 Nominating Committee Appointment: Chair Spalding announced that Christine Benson has accepted appointment as the EC representative to the Nominating Committee and, pursuant to bylaws, she and the Standing Committee representative to the Nominating Committee will call the first meeting.

6:58 Bill Burrell moved that the meeting go into executive session with bishop, staff and bishop-elect present. The motion was seconded and passed unanimously.

7:23 Bill Burrell moved that the meeting leave executive session. The motion was seconded and passed unanimously.

7:24 Justin Cannon offered prayers to close the meeting.

Important Dates: The April 16th meeting of the Executive Council will be in person at the Cathedral with a soup supper provided. The mid-year Executive Council retreat will be on July 27th.

Action Items:

- Bishop Marc and Kirsten Spalding to develop a proposed assessment formula for Convention 2024 with the assistance of Canon Michele.
- Program and Budget committee to recommend a new annual accrual amount for maintenance of the Bishop's residence.
- Bishop's Residence Committee will meet to approve bids for work on the bishop's residence between meetings.
- Property Disposition and Use of Proceeds Committee will continue its work to develop policy and procedures for discerning how to handle properties going forward. Chair Bruce Morrow will communicate with the respondents to the HICM RFP (Vincent Pizzutto, Stephanie Green and Brendan Williams). DioCal staff will support Property Disposition

Committee in continuing to explore options with low-income housing developers (MidPen, Bridge, Episcopal Community Services, with the City of Corte Madera and with Indigenous Groups who might be interested in a project with the Diocese.)

Talking Points

Bishop Transition Events

Service of Ordination and Consecration, Saturday, May 4th at 11:00 am followed by Reception

This event is open to the public; each attendee must be individually registered. You can register at <https://diocalbishopsearch.org/registration/>. This event will also be livestreamed.