



The Diocesan Council Episcopal Diocese of Michigan

Minutes of Diocesan Council March 2, 2013 Business Meeting

Council Members Present: Bishop Wendell N. Gibbs, Indira Samuels, Rob Sherry, Clare Hickman, Rae Lee Baxter, Judith Schellhammer, Joyce Matthews, Shannon MacVean Brown, Deon Johnson, Rob Matras, Geoffrey Smereck, George Davinich, Roger Weekes, Richard Pina, Rick Smith, Patti Klaver, Patrice Thorton, Mark Miliotto (Treasurer)

Absent: Excused: Ross Vandercook, Jenny Ritter, Liam O'Connor, Cindy Corner, Lizzie Anderson, Traci Johnson, Lisa Gray (CTTO, Secretary)

Unexcused: Ron Byrd

Diocesan Staff: Rick Schulte (Record Editor), Jo Ann Hardy (Diocesan Administrator)

Meeting was called to order at 9:03am. Bishop Gibbs led Council in Morning Prayer.

Following Morning Prayer, the Roll Call was called; attendance as above. Welcomed Patti Klaver to her first meeting as Lay Representative from Emrich Deanery.

Acceptance of Agenda: it was properly moved and seconded to accept the agenda for the day. Motion passed.

Approval of Minutes from meeting of January 26, 2013: Correction: Rick Smith was present; Correct Liam Connor to Liam O'Connor Page 2:

Ruach report: should read "More work continues to identify individuals outside the diocesan council to..." Mission budget: should read that committee was charged to "go back review locations, come back with location on western side of diocese"

Page 3:

Additional info will be gathered to assist Standing Committee in decisions under its purview. Loans and Grants: figure listed should be **0.7%** HR: should also be reported that committee was also asked to review policy on

days off and physicians note requirement. It was properly moved and seconded to approve the minutes as corrected. Motion approved.

Communications to Council - none

Executive Committee Actions - none

Bishop's Update: Since the last meeting has attended several meetings: Provincial House of Bishops, Living Stones, and Executive Council (which issued a formal statement against gun violence). Bishop participated in interviewing potential candidates for the Africa Partnership Officer position open at the Episcopal Church Center. Bishop has been elected as Episcopal Visitor to the Order of Julian of Norwich. Their house is in Waukesha, Wisconsin. Met with Terri Pilarski, rector of Christ Church Dearborn, regarding their sister church relationship with a congregation from Liberia. The congregations are expected to sign a formal agreement for partnership in building a school. Prayers are requested for Bishop McGehee, Karen Johanns, Saundra Richardson, and Tiffani Schulte. Dorian McGlannan has had to take medical retirement. Christ Church Grosse Pointe has called a new rector: Drew Van Cullen; his Renewal/Welcoming service is set for May 14th. St. John's Howell has elected Susan Carter as its rector (formerly Priest-in-charge); her Renewal/Welcoming service is scheduled for April 10th at 7pm. Please pray for St. James Birmingham where canons have been invoked asking for the bishop's intervention.

Property updates/issues (reported by Canon Hardy) Presbyterian villages/St. Martha's lease is up end of March; will contact; it is a lease with option to buy.

Following action of Council and Standing Committee, on Jan 28 the congregation of Emmanuel, Detroit was dissolved; work still to be done; outside group uses building for bible study and feeding program; two former rectors sent info about 'artifacts' in the church – DIA curator inspected the 'artifacts', not something DIA wants, will check with fine arts gallery regarding reredos and stained glass; Church will be marketed for sale, Head Start building will not be sold; met with archivist who took boxes of minutes and other parish records.

Action item: True Covenant Church has requested a temporary change in the terms of their Land Contract for 2013 down to \$500 per month; would return to \$1000 per month in 2014. It was properly moved and seconded to approve a temporary change in terms. Motion Approved.

Financial reports & update (reported by Mark Miliotto) January – first glimpse at 2013; hard to see any trend lines at this point; however, T&O line is quite under amount budgeted: \$134,207 vs. \$98,564 for a difference of \$35,643. However, expenses are currently \$23,000 under budget.

2012 – We have closed our books; auditor now looks at books – may be some other postings after the audit is complete. Grew assets 7.6% some investments, some property related. Net assets, total for 2012 total value = 1,585, 377 (last year we lost 885k).

Surplus for year = 61,898!! Most of it is coming on the expense side; a good year financially.

Permanently restricted: St. Gabriel's closed; therefore, endowment along with restrictions came into the diocese, a permanently restricted amount of \$29,282. Only earnings can be used for purpose originally intended; cannot use corpus.

Back to surplus number; what do we do with this? One possibility for a portion of it: In 2013 budget process we gave raises to all but four highest paid employees of the diocese, if revenue came in higher we could give same 2% to top four. Now that we have a significant surplus, one thing we can do by action of Council is take a portion of the surplus, set aside and use it to give increases to those 4 employees. Total required for this action would be about \$9k: 7600 + benefits of 1400. The surplus is designated as of as of 12/31/12. Council can increase expenditures because there is an offset on the income side.

It was properly moved and seconded to approve use of a portion of the 2012 surplus to give pay increases to the four members of staff who did not receive increases as a result of the original budget approval. Following discussion, the amount of \$8962.00 to cover these increases was approved.

It was properly moved and seconded that the remainder of the 2012 surplus be designated for future staffing costs for the bishop's staff. Motion approved.

It was properly moved and seconded to receive treasure's report and file for audit. Motion approved.

Committee Reports: Vital Congregations – reported by Deon Johnson A correction in list of congregations included in written report: remove St. Hilda's. Congregation profile; "Episcopality" 101. If every congregation fills out the profile we could have a database of all the various ministries/programs being done by congregations. The polity piece is to be information for new member committees in congregations; good teaching tool for general members of the congregation. This information is being submitted for review; will be placed on the website if receives approval at next meeting.

Resolution Review – reported by Judith Schellhammer Able to take some GC resolutions that don't take council/convention votes and send them off to Communications to get the information out about convention decisions that should be acted on by congregations. Two resolutions were sent to bishop for his action. Continuing to work on what will need council resolutions; which will need convention votes, etc. Hoping to get more information about particularly designated Sundays so that information can be publicized and resources provided.

Mission & Budget Committee – reported by Rob Sherry Met on 28th so report is being distributed Four dates; changed location for May 16th changed to St. Paul’s Jackson so better to serve west side of diocese. Will continue to do both revenue and expense at all meetings Main meeting will be at Ministry Fair during lunch Convention presentation will be in video and narrative format

Tithes & Offerings Committee – reported by Rob Matras Verbal update; no pictures and graphs Only currently have data for January; nothing there considered drastic; plan to follow-up with Clarkston whose pledge has dropped from 13k to 3600. The other to follow-up is Nativity, have been in conversation with them – have not made pledge at all, surprised that they have not followed through. T. Wittlinger wants to meet with Vital Congregations committee before pledging. Conversation with Nativity created an awareness of the T&O committee purpose; with turnover on Council, T&O could use some regrouping and talk about roles etc.

Loans & Grants – reported by Jo Ann Hardy Currently have two sets of grant apps: Covenant V has turned in their proposed allocations. It was properly moved and seconded to empower the Executive Committee to approve Covenant V allocations prior to next meeting of Council. Motion approved. Social Service ministries: Committee will bring to next Council meeting for review/approval. Same basic criteria is used to make grants for both Covenant V and Social Service Grants Follow-up on St. Stephen’s, Hamburg, SC has acted. Additional action by SC will be necessary before project reaches completion.

By-laws/Constitution & Canons – reported by Geoffrey Smereck Working on full review; has had several email conversations with Sue McCune and Canon Gray. Current set of By-laws are ‘proposed’, could be approved by simple majority vote of Council. Review of them shows them to be pretty standard; have actually been following them even though not formally accepted. By-laws will be on agenda for next meeting to ratify.

HR Policy Review – reported by Beckie Corner Nothing for council action; reading through it for grammatical changes and consideration of days off/physicians note requirements.

Audit – reported by Mark Miliotto Update: there are a few phases of the audit. In mid Feb auditor came out to extract our data for the formal audit; data to be analyzed at their offices; field work will be the week of March 18th; at which time they will sample transactions, etc. By mid-May will have the audit discussion with members of the audit committee (exit interview). Draft financial statements and management letter will come.

Other Reports:

Emrich Advisory Council – reported by J Hardy for A Morrow Andrea Morrow sent a few notes: LP gas tanks were filled in January, insurance is paid; doing ok financially. New tile has been put in the Winters bathroom. Shari is taking a class in web design and has taken over managing the website and Facebook page from Andrea for Emrich. They are getting ready for spring.

Ruach – reported by Deon Johnson Handouts come as an example of materials that can be created about the activities of a congregation; congregations can be featured by contacting Deon; continuing to do this work until they get through every congregation. A new one will come out each week in Lent and then continue from there.

Book Discussion – Final – a good discussion was held on how we look at church and how we live church.

Following the book discussion, there being no further business, it was properly moved and seconded to adjourn. Motion approved. Council meeting was adjourned with closing prayers at 12:25pm.

Respectfully submitted. The Rt. Rev'd Wendell N. Gibbs, Jr. (with back-up notes from Rick Schulte)

Next Meeting:

Meeting Date & Time	Agenda/Focus	Location
Saturday, April 6, 2013 9:00am-3:00pm	Full Business Meeting	St. John's Plymouth