



# The Diocesan Council

Episcopal Diocese of Michigan

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March 18, 2017 St. Paul's Episcopal Church, Brighton, MI  
Full Business Meeting – Approved Minutes

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**Council Members Present:** Bishop Wendell N. Gibbs, Bruce Cann, Lynda Carter, Paul Castelli, Steve Chisholm, Steven Domienik, Claudia Hamlin, Martha Hanoian, Clare Hickman, Traci Johnson, Karen Lewis, Rob Matras, Joyce Munro, Jenny Ritter, Linda Shafer, Geoffrey Smereck, Bill Stech, Felicity Thompson, Roger Weekes, Mark Miliotto (Treasurer)

**Council Members Absent:** Andy Anyanonu (excused), Victoria Behnke (unexcused), Brian Johnson (excused), Christopher Moran (excused), Imogen Rhodenhiser (excused), Edie Wakevainen (Secretary, excused)

**Diocesan Staff:** Jo Ann Hardy (Canon Administrator)

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**9:00 – Morning Worship** led by Bishop Gibbs  
**Roll Call** – quorum present

**Acceptance of Agenda** -- approved

### **Approval of Minutes from January 21, 2017**

*Motion was made and properly seconded to accept the minutes as written. Motion passed.*

**Communications to Council** -- none

### **Executive Committee Actions**

*Motions were made to ratify the following Executive Committee actions:*

1. That 7,875 be allocated from the Sustainable Development Goals line item in the 2017 budget to the 2017 Social Service Ministries grants.
2. That Bishop Gibbs sign on in support of the Enbridge pipeline resolution.

*Motions passed.*

Joyce Munro thanked council for their support on the Enbridge pipeline resolution.

### **Program Staff Visit** – Mark Miliotto, Director of Finance

Mark presented an overview of the finance department, which consists of Kara Chapman, Diocesan Accountant, and himself.

Additionally, Mark shared that:

- The congregation of Trinity, Farmington Hills has paid off their loan from Diocesan Council earlier than schedule.
- The Finance Office encourages that congregations sign up for ACH (Automatic Clearing House) payments for apportionment contributions and invoices for benefits.
- The credit cards for use by members of the bishop's staff have been change from individual liability to corporate liability.
- The September 1 deadline for congregational audits is based on a diocesan canon. The March 1 due date for submission of parochial reports is based on a canon of The Episcopal Church (TEC).

Bishop Gibbs commented that under Mark's leadership, the Finance Office has moved into a Program of the diocese in addition to handling the nuts and bolts of financial management.

### **Bishop's Update**

- Visits to St. Luke's, Ferndale; Canterbury University of Michigan; St. Michael's, Lincoln Park (where he participated in the celebration of the congregation's 90<sup>th</sup> anniversary; Grace, Southgate
- Recommends the following book for those planning liturgy. The book includes Eucharist Prayers by the liturgical theme of the day: <https://www.amazon.com/Eucharistic-Prayers-Samuel-Wells/dp/0802872611>
- Traveled to Washington DC for the consecration of The Rt. Rev. Carl Walter Wright, 7<sup>th</sup> Bishop Suffragan for Armed Forces and Federal Ministries
- Attended the meeting of the Dominican Development Group in the Dominican Republic
- Attended the Epiphany Lecture on atonement presented by Cynthia Crysdale
- The work with the Visions team at St. Mary Magdalen Church in Brighton on February 25 went very well and received positive feedback. Following the March 25 event, there will also be the opportunity for others in the diocese to become involved. Diocesan Convention 2017 will continue with the theme "Waters of Reconciliation."
- Deacon's Day at St. John's Howell was well attended and successful.
- Attended the House of Bishops where there was also work with Visions, Inc.
- Deaths: Nola Pursiful, former parliamentarian for EDOMI; Maria Voorhees, daughter of The Rev. Andrea Morrow; Ken Williams, father of The Rev. Eric Williams; Torrance Hall, son-in-law of The Rev. Ellis Clifton

### **Property Report**

Canon Hardy presented a written report. There were no action items to be considered. Karen Lewis shared with Council that the property of St. Paul's, Lansing, sustained serious damage from the recent wind storm. Major repairs to the wall and stained glass are needed.

Canon Hardy re-emphasized that Church Insurance of Vermont (CIV) is highly recommended for our diocesan congregations. Also, the diocesan "blanket" coverage, for cases of catastrophic damage such as that sustained by St. Paul's, only comes into effect if a church is covered by CIV.

### **Finance Report**

Mark Miliotto presented current financial reports for review and acceptance.

*A motion was made and properly seconded to receive the Treasurer's report and file for audit. Motion passed.*

He also reviewed a document regarding the 2012 loan from Diocesan Council to St. Paul's, Brighton, for their renovation project. Council acknowledges that the terms of the loan are now satisfied and congratulates the congregation on the completion of the project. Council also encourages the congregation to continue with full and timely apportionment payments, as well as timely submission of audit reports and parochial reports. A formal letter of acknowledgment of fulfillment of the loan agreement will be sent to St. Paul's.

### **Updates/Committee Reports**

#### Primary Committees

*Mission Budget* – Claudia Hamlin noted that a meeting is to be scheduled soon. Plans are in motion for the Mission Budget presentation at Ministry Fair on May 6.

*Tithes & Offerings* – Rob Matras presented a written report.

*Loans and Grants* – Bill Stech presented a written report.

Bricks and Mortar requests:

1. St. Luke's, Ypsilanti – Request for \$10,000 to assist with making accessibility upgrades will be reconsidered at the May meeting.
2. Holy Cross, Novi – *A motion was made to award \$6,200 for upgrades to the physical plant. Motion passed.*

Social Service Grant Awards:

*A motion was made to approve the recommendations of the Loans and Grants committee as listed below. Motion passed.*

<b>Organization</b>	<b>Program</b>	<b>2017 Request</b>	<b>2016 Award</b>	<b>2017 Rec.</b>	<b>Deanery</b>	<b>SDG Addressed</b>
Ann Arbor, St. Andrew's,	365-day breakfast	7,500	6,000	7,000	Huron Valley	#2 Zero Hunger
Ann Arbor, Nicaragua Project	International assistance	4,100	0	0	Huron Valley	
Brooklyn, All Saints'	Weekly community dinners	3,000	1,500	2,500	William Lyster	#2 Zero Hunger
Detroit, Church of the Messiah	AIM Youth Program	5,000	1,500	3,000	Detroit	
Detroit, Crossroads	Emergency Food	7,000	4,700	5,500	Detroit	#2 Zero Hunger
Detroit, Mariners Inn	Food for Residents	10,000	10,000	10,000	Detroit	#2 Zero Hunger
Detroit, St. Peters	Water Crisis	1,500	1,200	1,500	Detroit	#6 Clean Water
Hillsdale, St. Peter's	Free Medical clinic	2,500	1,500	2,000	William Lyster	#3 Good Health
Lansing, St. Michael's	Community Garden	3,000	New request	1,000	Capital	#2 Zero Hunger
Lincoln Park, St. Michaels	Tutoring Program	1,200	1,000	1,200	Downriver	#4 Quality Education
Mt. Clemens, Grace	Weekly community dinner	2,700	2,250	2,500	McGehee	#2 Zero Hunger
Onstead/Cambridge, St. Michael's	Diaper pantry	2,000	1,000	1,000	William Lyster	
Pontiac, Bound Together (All Saints)	Youth tutoring	12,000	12,000	12,000	McGehee	#4 Quality Education
Royal Oak, St. John's	Food pantry	2,500	1,000	2,000	McGehee	#2 Zero Hunger
Shelby Township, St. Luke's	Paper pantry	2,000	1,000	1,250	McGehee	
Williamston, St. Katherine's	Forster Woods Adult Care Center	8,000	3,875	7,425	Capital	

#### *Vital Congregations*

Clare Hickman reported that the Requiem or Renaissance workshop will take place on March 25. The participating congregations are: St. Aidan's, Ann Arbor, St. Michael's, Cambridge Junction; Christ Church, Dearborn; Grace, Detroit; St. Mary's in-the-Hills, Lake Orion; St. George's, Milford; St. Thomas, Trenton; St. Stephen's, Troy; St. Andrew's, Waterford

*Resolution Review* – A written report was distributed.

Secondary Committees

*HR Policy Review* – no report

*Audit* – Miliotto reported that field work will begin in late March. The Audit Committee will review the report in mid to late May.

*By-Laws/Constitution & Canons* – no report

Advisory:

*Property Advisory* – reported above

*Emrich Advisory Council* -- A written report was presented. In addition to the written report, Jenny Ritter added that the committee has been meeting on monthly basis. The next meeting takes place on April 3. The claims adjustor has been on property to assess the damages from the recent wind storm. Plans are being discussed for a “remembrance “garden on the Emrich property, consisting of plantings, stones and pavers.

Other:

*Campus Ministry Liaisons: One Community*

Claudia Hamlin presented a written report. The next meeting will take place on Sunday, March 26.

*Canterbury University of Michigan* – Steve Domienik provided a written report.

Bishop Gibbs let members of council know that they will receive a document in advance of the next meeting regarding a request from St. David’s, Southfield.

Various members of council commented on the effectiveness of the Diversity and Inclusion workshop, and how well some of the materials translated to home and work. The bishop shared that persons unable to attend one of the two sessions will be encouraged to attend the May 6 Ministry Fair, where discussions will continue. The Diversity and Inclusion Task Force will also be involved in follow up.

**Adjournment 12:26 pm**

**Lunch**

Next Meeting:

<b>Meeting Date &amp; Time</b>	<b>Agenda/Focus</b>	<b>Location</b>
Saturday, May 13, 2017 10:00am – 2:00pm (9:30 am Breakfast)	Full Business Meeting	St. Paul’s Episcopal Church, Brighton, MI