



**THE EPISCOPAL DIOCESE OF PENNSYLVANIA**  
**DIOCESAN COUNCIL**  
**Saturday, March 16, 2013**  
**St. Mary's Church, Wayne**

**MINUTES**

Attendance (arranged by Deanery)

Rt. Rev. Clifton Daniel

Brandywine: Patrick Connelly, Matthew Ryan, Rev. Carolyn Huff

Bucks: Rev. Ernest Curtin, Michael Kelly

Delaware: Rev. Greg Wilson, Janet Ross, Kenneth Mobley

Merion: Richard Bauer, George Vosburgh, Rev. Jane Cornman

Montgomery: Joe Madison, Elise Bowers

Pennypack: Rev. Jon Clodfelter, Peter Datos

Schuylkill: William Berry, Rev. George Master, Richard Dill

Southwark: Rev. Joy Segal, Dave Hammond

Valley Forge: Beverly Loftus, Rev. Sandra Etemad, Atlee Burpee

Wissahickon: Victoria Sicks, Patricia Smith, Rev. Emmanuel Mercer

Guests: Jeanette Woehr, Lionel Broome, Jack Donnelly, Jane Cosby, Rev. Liz Colton, Rose Nazarop, Bill Rusk, The Very Rev. Nancy Deming, Judith Madison, Lindel Dixon, Roger Zepernick, Rev. Jose A. Diaz, Michael Legarreta, Rev. Renee McKenzie, Kim Jones

1. Call to Order Rev. Joy Segal  
The Rev. Joy Segal called the meeting to order at 9:00 am.

*“How will what we are doing here affect or involve people living in poverty?”*

2. Scripture Reflection (5 minutes) Rev. Jane Cornman  
The Rev. Jane Cornman welcomed Diocesan Council to St. Mary's. St. Mary's just celebrated their 125<sup>th</sup> year anniversary. The church is now in transition with the retirement of their rector.

Isaiah 43:16-21 was the scripture reflection. There are many changes in the world today with people being less religious. Do not remember the things of old and don't look back to the ways things were.

3. Opening of the meeting (10 minutes) Rev. Joy Segal

- a. Prayer  
The Rt. Rev. Daniel opened the meeting with prayer.
- b. Welcome and Introductions  
Bishop Daniel was welcomed to the Diocese and was glad to be with us.  
Members from Christ Church & St. Ambrose and St. Gabriel's were welcomed.  
New Council members were introduced.
- c. Adoption of the agenda  
A motion was made by Rev. Greg Wilson and seconded by Pat Connelly to adopt the agenda. Motion carried.
- d. Recognition of Visitors

4. Minutes of the January 5, 2013 meeting of Diocesan Council (5 minutes) Ms. Jeanette Woehr, Secretary  
A motion was made by George Vosburgh and seconded by Dave Hammond to accept the minutes of the January 5, 2013 Diocesan Council meeting. Motion carried.



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5. DCMC Presentation: St. Gabriel's Church (30 minutes)

The Very Rev. Nancy Deming

Mission is to show love of Christ by the way we care for our members and those who do not belong to the Church. It is an urban parish where poverty is significant and incomes are less. On Friday the congregation distributes dry and canned foods to people with limited cash resources. Free Saturday at noon a full hot lunch is served with the assistance of other churches. The meal is served restaurant style. The guests are asked to sit down and be served. This is a way to communicate. Teen age girls from Abington High come and work with the children. It helps them with their Spanish and French. The Church is made of 42% Latino, 32% Afro-American, 10% Asians, and 8% white. Guests feel welcome and come on Sunday. Experienced God in Community on Saturday and come on Sunday for word and sacrament. The Saturday lunch started with 60 attending and it is now 125. There is a need for medical care. Link on the web with churches with urban churches and parishes to help. The bishop is the funnel for missionary energy and spirit. Energize us and spread the desperate need that stares us in the face.

6. Executive Committee Report (15 minutes)

Rev. Joy Segal

a. Diocesan Loan Fund

Rev. Joy Segal, Dave Hammond & Joe Madison

Grant and loan process should be centralized. Persons serving on the committee should be part of the group that grants the loans. They would then come back and present to Council. The committee would have representatives from Diocesan Council, Standing Committee and Finance Committee. It is recommended to have two or three volunteers for the new committee. Their work would include creating the universal application, review the application, and if it is viable send it to the correct committee. The Committee would make recommendation to authorized body to grant the loan. Currently there are two entities looking for loans. DCT has one pending. The committee will determine how often to meet

A motion was made by Rev. George Masters and seconded by the Rev. Jane Cornman to create a new committee with two to three members from Diocesan Council, Standing Committee and Finance Committee. The committee will determine the committee's name, how often the committee will meet, create a universal application, review applications and forward to the proper committee. Motion carried.

This will streamline and simplify the loan/grant process.

Joe Madison, Ken Mobley, Rev. Greg Wilson will serve on the committee. Once the loan has been granted, it is followed up by the staff at Church House.

b. Wapiti Sale Committee

Ms. Patricia Smith, Rev. George Master

Changes have been made to the Wapiti Sale Committee. Sean McCauley is the chair and Pat Smith will no longer serve on the committee. The Rev. George Masters will remain on the committee. The current realtor's marketing style is not aggressive enough. A change of the brokerage group is possible. The property has been valued at \$5.6 million. New changes are coming regarding Maryland ability to subdivide. Looking at a local broker.

c. Committees & Appointments

Ms. Victoria Sicks

Four people from Council are interested in serving on the Spiritual Growth Committee. A meeting with Bishop Daniel regarding the formation of this committee.

How to offer educational information across the diocese regarding financial manners is being explored.

7. DCMC Presentation: La Iglesia de Cristo y San Ambrosio (30 minutes)

Rev. Jose Diaz-Martinez



**THE EPISCOPAL DIOCESE OF PENNSYLVANIA**  
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The Church began in a house in 1895. The Church has three buildings. Latinos like to have parties and to dance. Since August, the church is in the process of ecclesiastical and administrative reorganization. They work with the Hispanic Latino Ministry Task Force. Many people in the neighborhood do not feel the love of God. The congregation is looking at the needs of the community and trying to serve them. They are working with the youth being given life sentence with no parole issues. The congregation is trying to help children and working on solving community violence problems. The children all know someone who has been beat up, killed or in prison.

8. Treasurer's Report (15 minutes)

Mr. Norman McClave III, Treasurer

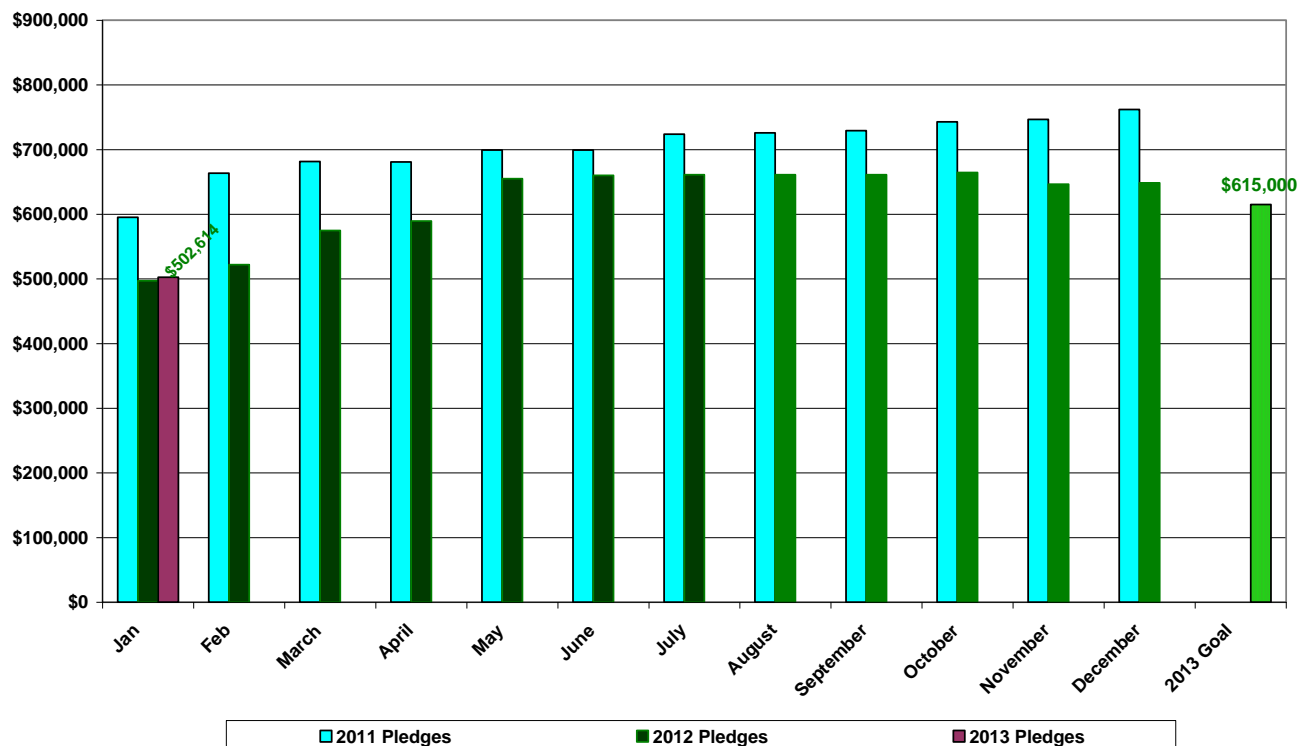
**Diocese of Pennsylvania**  
**Treasurer's Report**  
**For the Period Ended January 2013**

The year got off to a good start in January, although Pledges are still below what is needed to fund the Program Budget.

**1. Cash Collections: Assessments and Pledges**

For January 2013, we collected approximately \$159,000 against total Assessments and Pledges of about \$2,033,000, or 8%. This was greater than collections a year ago, when we had collected \$87,000, or 4%, of somewhat larger Assessments and Pledges. Pledges for 2013, at \$503,000, are slightly ahead of those in 2012, but well below those of 2011.

**Pledges Made, 2013 Year to Date vs. 2012 and 2011**





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**2. Performance against Budget: the Episcopate Budget**

The Episcopate performed well against budget, with collections of Assessments running well ahead of budget. Total Revenue was \$161,000 vs. a budgeted \$125,000. Expenses came in well below budget, as \$85,000 vs. a budgeted \$108,000, with major underspends in Salaries and Benefits for Bishops and Staff, offset somewhat by overspends in Legal and Ordination. The positive variance in Salaries and Benefits will disappear when Bishop Daniel joins us in March.

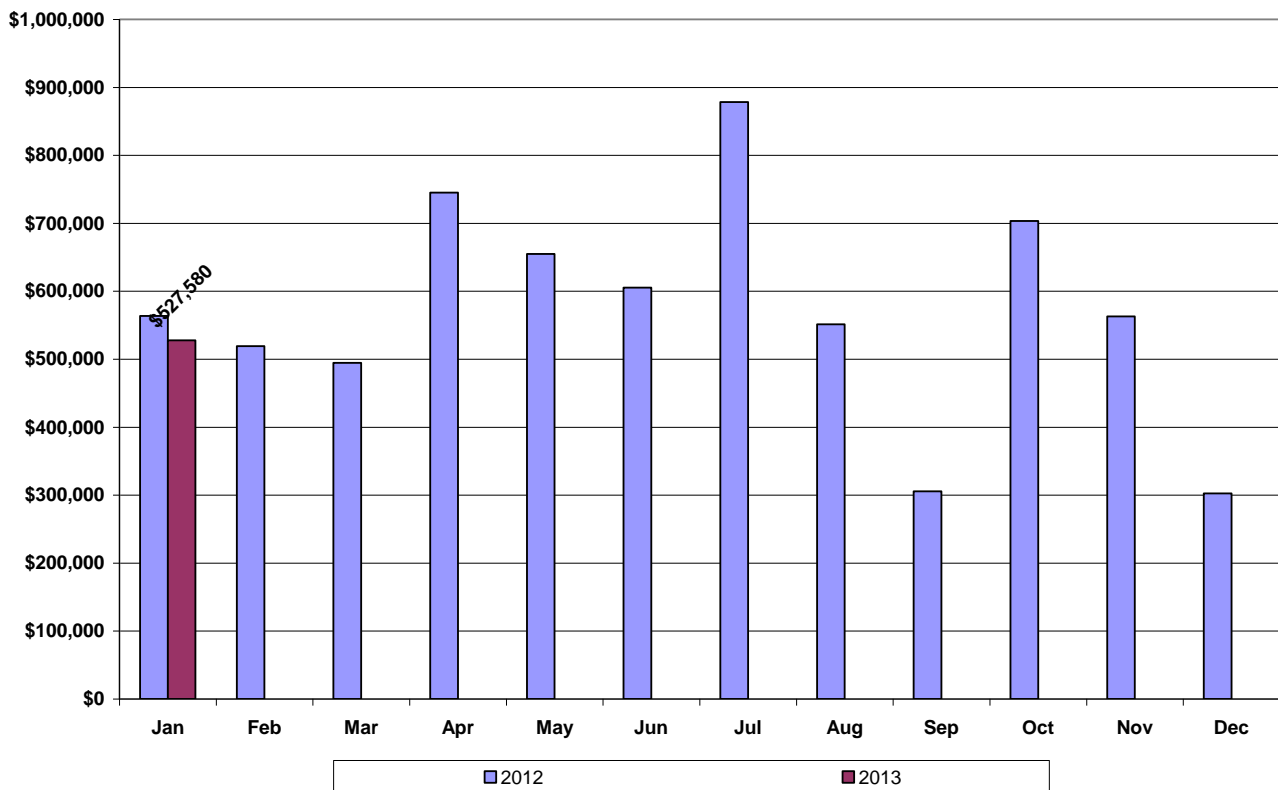
**3. Performance against Budget: the Program Budget**

Program Revenue in January, at \$274,000 was about \$21,000 below budget, due to below planned Special Revenue. Expenses also came in below budget, at \$148,000, with underspends in Ministry for Youth and Servant Year, somewhat offset by overspends in Finance and Administration. Program had a net surplus of \$126,000 vs. a budgeted surplus of \$133,000.

**4. Church House Operating Cash**

Church House operating cash remained adequate at about \$527,000.

**Church House Operating Cash Account**



**5. Retired Clergy Medical Assistance**



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RCMA got off to a good start in January, with Assessment Income of \$48,000 about \$18,000 above last January. Expenses were up somewhat over last year, by \$5,000, but the month ended with a surplus of \$2,000 vs. a deficit a year ago of \$22,000.

**6. Issues and Concerns: 2013 Pledges for the Program Budget**

Pledges were due in mid-December, but have been coming in during the last 60 days. As of mid-March, 2013 Pledges are currently about \$605,000 vs. a goal of \$615,000. We are close to the goal, which is terrific, but we shall likely need pledges of closer to \$665,000 to account for parishes which make a pledge, but do not fulfill it. In the past few years, this default rate has been about 7%, so we need to overshoot our \$615,000 goal to ensure that we actually end up with the amount budgeted. (Of course, if we collect more pledges, we can put more funds into the various ministries of the Diocese!

We have heard from the 12 churches which have made a zero pledge, but perhaps could be persuaded to pledge something, perhaps \$500 for example. In addition, we have not heard anything from 45 churches. I have requested the Deans to call the churches in their areas to solicit 2013 Pledges.

I think we should aim for 100% participation this year. I fully understand that many churches are under significant financial stress, but even churches in significant financial difficulty ought to be able to pledge \$100. I think it is important to demonstrate that the churches in the Diocese are supportive of the Program Budget, and not just leaving it to the larger and more financially secure churches.

Under the new canons, the Finance Committee has the authority and the responsibility to modify the expenditures under the 2013 Program Budget when the revenue estimates change. The Finance Committee shall do this by late March if the estimates of the 2013 Pledges are below the goal, so as to make the least reduction in expenditures possible to achieve a balanced Program Budget. If we must make them, these reductions will materially affect various of the programs in the Diocese.

It is important to push parishes to pay their pledges.

**9. Standing Committee Report (15 minutes)**

Jane Cosby

The Standing Committee is glad to turn the reins over to Bishop Daniel. Reviewed people in the process and met with them. Standing Committee is supportive of the Church House staff. Go back to Deaneries to have mission churches give presentations. Aided parishes are where the heart of the church is.

**10. Small Group Breakout Work (30 minutes)**

*How will what we have heard regarding two of our DCMM parishes today affect or involve people living in poverty?*

Get people in the door that will keep them coming back. Heard from two surviving parishes what about the parishes in trouble especially the African American parishes. Raise awareness of struggling churches. Raise value of work of struggling mission churches. This is a new day in the Diocese. There should be advocates for the mission churches of the Diocese. Enliven the deaneries. More information regarding the Mission Churches and what they are doing should be more prominent on the Diocese website. Local outreach. Link people and resources. Admiration of congregations. These congregations are meeting the needs of the community – hunger, food, and support.



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Bishop Daniel stated the Diocese has been bruised but there is a spirit of energy. How can we use convention for other than business - to share what we shared today? Great work is going on here.

11. Committee Liaison Reports (10 minutes)

(A brief report should be submitted in writing prior to each meeting, discussion as time permits or as requested)

- a. Anti-Racism Commission Ms. Victoria Sicks

The Anti-racism Commission has met twice in March and will meet again in April for a series of retreats/workshops designed to help re-purpose the group. Given that the work of fighting racism continues to be a diocesan priority, we are looking for the best ways to assist/lead in accomplishing that. We are examining the history and past activities of the Commission, the types of training we have offered, and what we would like to do better going forward.

A further report from these retreats will be presented to Diocesan Council in May.

- b. Companion Diocese Committee TBD

- c. Campus Ministry / LECM Advisory Council Dr. Carole Baxter / Rev. Jane Cornman

Andrew Kellner is now Canon for youth and young adults - Family and Young Adult Ministries. Andrew is doing great work. Working with St. Luke's, Germantown to use space in St. Barnabas School for City Camp.

- d. Cathedral Chapter The Rev. Ernest Curtain

Received clearance from Preservation Society to begin the work in the fall. Repairs to Cathedral will be advanced.

**Report from the Cathedral Chapter**

Sunday Attendance averages 100.

The building is heavily booked for events.

Installation for Bishop Dan Daniel is Saturday May 4 at the Cathedral.

Friends of the Cathedral are growing in membership and participation.

The Cathedral is in discussion with Habitat for Humanity for a project in the Powelton neighborhood.

There is an active Lenten formation program this year.

Stewardship is on track.

The Dean spent one week in training for the Stephen Ministry and will introduce this to the Cathedral this Spring.

The Dean preached at an ordination in the Diocese of Guatemala.

The redevelopment project is proceeding with the completion of permits phase and is looking forward to construction as early as the Fall.

- e. Commission on Clergy Compensation & Employee Benefits Mr. Richard Bauer

Fifteen people serve on the committee with most of them being new. Five are on the benefits subcommittee. Policy and procedure manual is now available. Leadership is energized. Programs are complex. Funding is a huge concern. Shared vision of what we are trying to accomplish.

- f. Convention Committee Mrs. Jeanette Woehr



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- g. Diocesan Consultation Team The Rev. Joy Segal & Beverly Loftus & George Vosbough

DCT has more access to parishes creating more work. There are two new situations, one was sent to the Standing Committee and the other has a team assigned.

- h. Diocesan Council Nominations Committee Ms. Elise Bowers & The Rev. Earnest Curtin

- i. Finance Committee George Vosburgh / Rev. George Master III

At its meeting Finance discussed or took action on the following:

1) Discussed how the committee will be structured and function.

The following subcommittees will be convened by their chairs

Budget- The Rev. Kirk Berlenbach

Diocesan Audit- Mr. Bruce Givnish

Insurance- Mr. Bruce Givnish

Investment- The Rev. Frank Allen

Parochial Relations- Ms. Nora Adelman

Property- Mr. Eric Rabe

2) Discussed centralizing the entire process for loans and grants in the Diocese so that any parish wishing to apply for financial aid might have to fill out a universal application and deal with a single group. Any such committee would make its own determination in regards to the application and then make recommendation to the appropriate governing body which would make a final decision about the distribution of funds

3) Unanimously recommended the Closed Church Recycling Policy to Standing Committee for adoption

4) Approved the idea of CCCEB sending a representative to the Insurance subcommittee meetings.

5) Discussed parameters for solicitation of funds in the diocese and approved a request from Kyle Evans to raise funds for her mission to Haiti

6) Discussed the needs for possible cuts to the Program Budget which would be made at the end of March so pledges continue to fall significantly below the goal of \$615,000 a number which, if adjusted to account for the 7% uncollectable, is actually \$658,000. To date we are still more than \$50,000 short of this goal.

7) Discussed the need for Church Foundation to reduce/consolidate the small accounts it holds to address the ongoing concern of our auditors on this subject. The committee examined a list of 11 small and unrestricted accounts and passed a unanimous resolution referring the matter to the Bishop and Standing Committee with the intent that they would work with Foundation to consolidate these funds.

8) Discussed and passed a similar motion in regards to a list of funds where no income is currently being distributed. We again referred the matter to Bishop and Standing Committee to work with Church Foundation to put these funds on quarterly payout if possible. Some of this income would be available to program budget, and some to specified uses, such as seminarian tuition scholarship.

9) Finance also unanimously recommended to Standing Committee and Bishop that the five Foundation funds for All Souls for the Deaf become diocesan and not parish funds, as the parish has been closed and deconsecrated. The funds should remain restricted, or temporarily restricted, as they are now, but the diocese would be able to administer the income to fulfill the mission to deaf ministry.

10) The committee held an executive session to discuss Church House employee benefits and possible changes for 2014.

11) The DIOPA-only audit commenced 3/4/13 with two weeks of field work. The goal is to have the audit issued in June. Affiliate audits should begin shortly as well.

**Subcommittee reports**

1) Budget: Budget has met twice. We have put the application for grants out to the Diocese. We are discussing the structure of the budget for 2014 and identifying possible cuts to the 2013 Program Budget should pledges fall short.



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- 2) Parochial Relations: met and proposed a list of dates by which parishes must provide reports and/or data to the diocese or TEC.
- 3) Property: Wapiti operation and sales effort were taken over by the Property sub-committee and that Sean McCauley will be involved in the day to day operations. The Wapiti Sales Team has ceded its role to the Property sub-committee. The Cathedral Chapter reports that an accord with the Preservation Alliance is close at hand which would allow the project to commence shortly.

Respectfully Submitted,

The Rev. Kirk T Berlenbach, Chair

- j. Liturgy Committee TBD
- k. Middle East Study Committee Ms. Elise Bowers  
Bishop will attend the next meeting.
- l. Spiritual Growth The Rev. Jonathan Clodfelter
- m. Stewardship Committee Mr. Peter Datos  
Committee has not met for years.
- n. Wapiti Sale Committee Ms. Patricia Smith & The Rev. George Master II
- o. Wapiti Wilderness Retreat Board Ms. Patricia Smith  
The committee is waiting for Bishop Daniel to give his input.
- p. Transition Team Pat Connelly  
The team is helping Bishop Daniel during the transition. The past is acknowledged but it is time to move forward. There will be an overnight retreat.

12. Old business

13. Schedule of next meeting Mrs. Jeanette Woehr

*(May 11, 2013 – Trinity Church, King of Prussia – Valley Forge Deanery)*

14. Reflections (5 minutes)

George Vosburgh – different feeling in group. Feelings held back.

Elise Bowers - Welcomed Bishop

Jane Cosby - Hallelujah fundraiser held between Easter and Pentecost. Each parish have a Sunday ask each member to give a \$1. This would help make up the shortfall. This idea has been referred to Bishop Daniel.

15. Closing Prayer and Adjournment

Rev. Joy Segal

The meeting was adjourned at 12:25 pm.