



THE EPISCOPAL DIOCESE OF PENNSYLVANIA
Diocesan Council Meeting – Saturday 08 Dec 2018 – 09:00 AM
African Episcopal Church of St Thomas
6361 Lancaster Avenue in Philadelphia, PA, 19151
215-473-3065 – <http://www.aecst.org/>

MINUTES

Those attending:

Rt Rev Daniel Gutiérrez

Brandywine Deanery: Rev Dee Dohenny Faison, Jeff Dean, Elizabeth Curtis Swain

Bucks Deanery: Dave Dixon, George Pollitt

Delaware Deanery: no representatives

Merion Deanery: Rev Karen Kaminskas, Stephen Krouse, Christopher Hart

Montgomery Deanery: Rev Winston Smith, Susan L Hunsicker

Pennypack Deanery: Dina L Harvey

Schuylkill Deanery: Rev Mariclaire Partee Carlsen, Pattie Davis, Renae Rutherford Lowe

Southwark Deanery: Rev John Gardner, Peggy Buescher

Valley Forge Deanery: John Wallace

Wissahickon Deanery: Rev Peter Carey

James Pope, Treasurer; Jerome G Buescher, Secretary; Canon Douglas J Horner, Finance & Business Administration;
Rev Canon Shawn Wamsley, Canon to the Ordinary

1. Eucharist Very Rev Martini Shaw, celebrant
Rev Canon Shawn Wamsley, homilist
2. Call to Order The Rt. Rev. Daniel Gutiérrez
09:45 AM
3. Host – Welcome and information about the parish and community of St Thomas

Mr Arthur K Sudler, historian of the African Episcopal Church of St Thomas, presented a fast-paced account of the parish's founding, travels, and development. The church's roots go back to the Free African Society. It's first rector was the Reverend Absalom Jones, himself the first Episcopal priest of African-American ethnicity and ordained by Bishop William White. After meeting in private homes, the first church building was at Fifth and Adelpia Streets in Philadelphia. Over the years, the congregation moved to several different locations until finding its current home on Lancaster Avenue. St Thomas has a long legacy of action to sustain humanitarianism and community outreach. Members played crucial roles in the anti-slavery movements surrounding the civil war. They have figured prominently in the civil rights movement. And they have been a constant presence of the knowledge and value of the African-American experience to the Episcopal Church. Mr Sudler spoke repeatedly of the words of Absalom Jones "Do I have enough love?" and the need for and power of that thought for the whole church in these days.

4. Opening of the meeting (5 minutes)

The Rt. Rev. Daniel Gutiérrez, Presider

- a. Welcome to members, diocesan staff, introductions
Those present introduced themselves and stated their roles in Diocesan Council and their parish or diocesan affiliations.
- b. Recognition of Visitors
The Rev Liz Colton, representing the Standing Committee.
- c. Adoption of the agenda
A motion was made to accept the agenda, there was a second, and the agenda was adopted without discussion.

5. Minutes of the 08 Sep 2018 meeting of Diocesan Council (5 minutes)

Jerome Buescher, Secretary

Two items of correction were advanced.

Dave Dixon referred to the item “Dave Dixon has been working with Canon Jennifer Tucker to do URL triage.” That should be corrected to read that Dave Dixon has been working with Canon Jennifer Tucker to clarify and correct linkages within the diopa.org website.

Rev Mariclaire Partee Carlsen referred to a misspelling of her name as “Mary Clair” when the correct spelling is Mariclaire.

A motion was made to accept the minutes as corrected, a second was made, and the minutes as corrected were adopted.

6. Size and Role of Council

Elizabeth Swain

Moving to implement changes needed regarding canons. [A scanned copy of the changes, abstracted from the resolution passed by Convention, is appended at the end of these minutes. -JGB] The Bishop looks forward to working with Council in their new role. In the background, what’s happening is moving roles as defined in our present situation into the structure common to corporations – e.g., our present Finance Committee will become a subcommittee of the Board of Trustees. Elizabeth Swain noted that the reduction in size [from 30 members to 20 members] will take place over time. Elizabeth Swain – her role on the Incorporation Committee as Diocesan Council representative is to build out roles. Susan Hunsicker – question about 2-year terms; seems in her experience that a total term of 2 years is not long enough for people to learn roles. Elizabeth Swain – if that’s the sense, she will take that concern back to the Incorporation Committee.

Bishop – please send suggestions to Elizabeth Swain for formulation and consideration (needs to return to convention anyway).

Dave Dixon – what do we need to do to reduce size of Diocesan Council? Bishop Gutiérrez – it’s a 10-month process (given convention date), we will take up that question at the next Diocesan Council meeting as an agenda item.

Again, please send suggestions to Elizabeth Swain – swainec@comcast.net

Bishop Gutiérrez – needs to have input from current Diocesan Council members on requests to join the new permanent committees; please send offers to Canon Wamsley about a committee you’d like to serve on, please copy to Jerome Buescher as well. Canon Wamsley – swamsley@diopa.org; Jerome Buescher – jerome.buescher@gmail.com.

Bishop Gutiérrez – thanks to Rev Frank Allen and other Incorporation Committee members for their work.

7. Incorporation Elizabeth Swain
Approved by 2018 Convention. Needs to be approved for a second time at the 2019 Convention because of the constitutional issues regarding the Standing Committee.

8. Gun Violence Committee Resolution [A scanned copy of the Convention resolution is appended at the end of these minutes. -JGB]

Bishop Gutiérrez – we’re moving into 2019 budget. The Bishop’s suggestion was to wait to ask the Rev Sarah Hedgis for the Committee’s recommendations and defer action here until the next Diocesan Council meeting. That action was agreed to.

9. Elections/Appointments

Bishop Gutiérrez – needs to have a Vice-Chair for Diocesan Council to conduct Diocesan Council meetings in Bishop Gutiérrez’s absence and to assist with the preparation of agendas.

The Bishop nominated Jerome G. Buescher for Secretary of Diocesan Council, Jerome G. Buescher agreed, and his role as Secretary was approved by acclamation.

Elizabeth Swain – regarding appointments to the Wellness Commission, and appointments to the Finance Committee. Some unclarity about number of positions and terms for the Wellness Commission. She will circulate a list of positions needed to Jerome Buescher, as Secretary, for action at the next Diocesan Council meeting.

Bishop Gutiérrez – asked if anyone would propose a name for the Vice-Chair of Diocesan Council position or if that proposal should wait until the January meeting of Council. No proposal was forthcoming. The Bishop asked that members send him suggestions for that position. The Rev Mariclaire Partee Carlsen reminded everyone that the list of candidates needs to be generated with a view toward the reduction of Council membership from 30 to 20.

10. Bishop’s Report (15 minutes) The Rt. Rev. Daniel Gutiérrez

Reminder about convention and what was undertaken – our need to transform our interior and our exterior as people and as a diocese. What we do has meaning to entire church. We journey together on this journey. There was much we needed to do in first 2.5 years of his episcopacy. Now – we need to harvest what we’ve planted. There is a hurting community in our streets – 90% out there have never heard the Good News in a way that makes any difference to them. We’re the ones who carry that Good News. Bishop’s aside remark: “Gotcha” in this diocese now means “If you’re falling, I’m catching you.” Budget is aimed at mission, remember. Bishop Gutiérrez will send the 10 points for the next 10 years as he iterated them at Convention.

[Here are the 10 points previously published. -JGB]

1. The need for a centralized place for gathering information in community.
2. Plant a school in an underserved neighborhood in our Diocese using the model of the St. James School and partnering with Episcopal Academy and Church Farm School and our universities.
3. Through partnerships, create a network of 10 wellness centers in our churches that serve the physical health, building on the work we are already doing.
4. Partner with three agencies and interfaith organizations to effectively address poverty, hunger, violence.
5. Reestablish effective ministry to the shut-ins, the matriarch and patriarchs who have laid the foundation.
6. Plant three Canterbury Houses with one on the Main Line.

7. Establish a chaplaincy program for prison ministry and a renewed dedication toward racial healing.
8. Establishment of a time line for those churches that are closed.
9. Using the model of small house churches, and empowering the laity for leadership, plant 5 churches in 6 years.
10. Ordain 60 deacons in six years. If we are going to grow, we need to equip our churches for the growth and our sacred presence in the community.

Already working on the 2020 budget – pruning, recharging, re-utilizing the corpus of our legacy.

Highlights – Compass Rose Society. Bishop of London, creative ministries. Archbishop of Canterbury. African dioceses – not letting budgets determine everything. Concerned about preaching the Gospel – then we figure out how to do that. DIOPA pilgrimage to Holy Land.

Mentioned change in dates for clergy conference.

11. Treasurer’s Report (10 minutes)

Mr. James Pope, Treasurer

Financial statements were distributed. Of note, on page 2, the percentage collected this year (2018) appears to be lower than the percentage collected in the previous year (2017). Statement – DIOPA is willing to stretch the canonically-stipulated due-dates but DIOPA has needs too, cash flow issues. Looking to year end – probable deficit of about \$250K, not surprising. Some necessary but unbudgeted expenses. Have found about \$7M in non-contributing funds within the endowment that are in the process of being repurposed. Great thanks to Kathleen Stevenson for helping with this monumental task of studying long-standing trusts.

12. Financials

Canon Douglas Horner

Note DIOPA paying only half its assessment to TEC – need to fix that. [The summary page from the financial pages is appended at the end of these minutes. -JGB]

John Wallace – question about what Church Foundation is doing to defend against market volatility. James Pope – two issues. Asset allocation is best defense, but in last decade markets have become convergent. Day to day management by T Rowe Price; to date, have exceeded DIOPA’s guidelines. The Foundation uses a 36-month rolling average for determining draw.

13. Standing Committee Report (5 minutes)

Standing Committee Liaison

Rev Liz Colton – Standing Committee last week elected new officers. The Rev Hilary Raining, president; Erin Grave, Vice President; the position of Secretary is pending, awaiting agreement. The Standing Committee consented to the election of Rev Cathleen Chittenden Bascom as Bishop of the Episcopal Diocese of Kansas. Mary Kohart Esq was nominated for another term as Chancellor of the Diocese.

14. Committee Reports (oral and written) (10 minutes)

No reports were submitted.

David Dixon – has been having conversations with Canon Tucker, working on website development. There is a loose plan at the moment to produce a video on website development, with presentation to Diocesan Council either at the January meeting or the following meeting.

Susan Hunsicker and Renae Rutherford Lowe asked about the Missional Church Initiative. The questions concerned what missional church candidates need to be doing, about what they need to do. Bishop Gutiérrez – Canon Berlenbach will be the liaison with Diocesan Council. He will see that the interface is included on next Diocesan

Council meeting agenda. Elizabeth Swain – may be DIOPA canons that need to be observed; she will update working committee. John Wallace – space planning with Dave Dixon. Lease for 3717 Chestnut is up in Nov 2019. Questions about what to do – stay there, go elsewhere. Dave Dixon commented on the fact that the present space is heavily utilized, has insufficient space for some personnel and activities.

15. Old business

There was no old business.

16. New business

The Bishop distributed the covenant being used at DIOPA. [A scanned copy of the covenant is appended at the end of these minutes. JGB] Think about this covenant, please, suggest additions. Action about adopting this covenant for Diocesan Council meetings will be taken at the January meeting.

Canon Doug Horner – decision by the Bishop’s Revolving Loan Fund Committee to cease charging interest on past and future loans. A request was made for a motion to accept this decision. The proposed motion was withdrawn pending resolution of possible legal issues regarding loans vs grants. The issue will be taken up at the January Council meeting.

Update on grants – reminder to churches with unfunded grants from 2018 to resubmit them if the purposes are still relevant. Rev Mariclaire Partee Carlsen – what form does Dean’s approval need to take? Answer – a short, one paragraph statement.

Elizabeth Swain – should Diocesan Council members formally or informally transmit information back to their Deanery? Bishop Gutiérrez – that’s a responsibility, needs to be get back to deanery, imperative. Bishop Gutiérrez – Diocesan Council members should take up issue with Deans, help from Bishop Gutiérrez is possible.

Dina Harvey – about reporting to Deanery about what transpires at Diocesan Council. Bishop Gutiérrez – generate bullet lists to facilitate distribution. Jerome Buescher, Secretary, agreed to begin with the minutes of this meeting. Bullet list generated will be distributed to those on the distribution list for Council Minutes.

Bishop Gutiérrez – volunteers to look at issues with interaction between Council and Deaneries – Elizabeth Swain, Christopher Hart, Dave Dixon

Dave Dixon – statement to convention regarding workload of Bishop Gutiérrez. Dave Dixon thinks we need to raise the issue of a suffragan bishop or an assisting bishop. Bishop Gutiérrez: Needs to be addressed as budget issue. He hears, will work on it.

Rev Peter Carey – made a reminder “diversity” isn’t always a good thing, some standardization in working methods can improve things.

Bishop Gutiérrez noted Rev Mariclaire Partee Carlsen has accepted the position as intake officer for DIOPA

17. Schedule of next meeting

January 19, 2019 – location to be determined – not yet

Jerome Buescher, Secretary

[Subsequent to meeting: January 19, 2019 meeting location was determined to be:

Church of St Andrew and St Monica

3600 Baring Street

Philadelphia, PA 19104

215.222.7606 – ssandrewmonica@comcast.net – ssandrewmonica.org]

18. Closing Prayer

Rev Karen Kaminskas

19. Adjournment

11:45 AM

The Rt. Rev. Daniel Gutiérrez

Submitted by

Jerome G Buescher

Secretary

Diocesan Council Meeting – Saturday 08 Dec 2018

Incorporation

Diocese Of Pennsylvania Resolution -5, 235th Convention, November 10, 2018

RESOLVED:

That the Diocese of Pennsylvania be incorporated as a nonprofit corporation under the laws of the Commonwealth of Pennsylvania.

RESOLVED:

That the following new canon, and changes to existing canons and the Constitution of the Diocese, be enacted in order to effectuate structural changes to the Diocese of Pennsylvania consistent with its transition to an incorporated entity.

Size and Role of Council - Extract from changes to Canons included in Resolution R-5

CANON 6 Diocesan Council

SEC 6.1 *Membership*

6.1.1 There shall be a Diocesan Council which shall consist of the Bishop, or Bishops, the Secretary of the Convention, the Treasurer of the Diocese, all *ex officio*, and 2 members from each deanery to be elected by the deaneries. In the event the role of Ecclesiastical Authority shall have devolved upon the Standing Committee, the Standing Committee shall designate one of its members to serve on the Diocesan Council with voice and vote and on all subcommittees thereof. The Chancellor (or a Vice Chancellor) may attend Diocesan Council Meetings and participate in its discussions, without vote.

6.1.2 Each deanery shall be represented on the Council by one member of the clergy, canonically resident in this Diocese, and one lay person, who shall be an adult communicants in good standing within this Diocese. Each representative, clergy and lay, must attend a parish within the deanery he or she represents. Each deanery shall annually elect one such member of Council for a term of two-years, such election to be held prior to Convention, and such term to commence at the rising of Convention.

6.1.3 In the event a member of Council elected by a deanery shall cease to be a member of that deanery, such member shall be deemed to have resigned from Council. In the event of a resignation by a member of Council elected by a deanery or a vacancy created for any other reason, the deanery shall elect a replacement to fulfill the member's unexpired term.

6.1.4 No additional members of Council shall be selected other than by the provisions of this Canon.

6.1.5 Any member elected to a full term shall be eligible for re-election. No member shall serve for more than two consecutive full terms plus any unexpired term to which she or he may have been elected, after which said person shall be ineligible to serve for a period of one year.

6.1.6 No salaried employee of the Diocese shall be eligible for election to Council other than vicars of missions, rectors of aided parishes, institutional and college persons, and such other persons as the Bishop Diocesan, with the advice of the Standing Committee, may deem eligible.

6.1.7 The Bishop shall be the presiding officer of the Diocesan Council but may delegate the responsibility of presiding at meetings to any other member. In the event a Bishop, other than the Bishop Diocesan, is acting as or designated by the Ecclesiastical Authority, such Bishop shall act as presiding officer of Diocesan Council. In the event the role of Ecclesiastical Authority shall have devolved upon the Standing Committee, the Council shall elect a member of Council to preside at meetings of Council. Wherever the term "Diocesan Council" appears in these Canons, it shall be understood to signify "Bishop and Diocesan Council."

6.1.8 The Bishop may invite any persons to attend Diocesan Council meetings and participate in the discussion; the Diocesan Council may likewise invite any persons by resolution of the quorum.

6.1.9 A quorum shall consist of not less than one-half of the full membership, which shall be necessary for the transaction of business.

6.1.10 The Secretary of Convention shall also serve as Secretary of the Diocesan Council. The Diocesan Council may elect other officers from its membership and organize itself as it considers necessary. It shall make its own rules for the conduct of its business, and shall meet at least bi-monthly, with the exception of July and August. Special meetings may be called by the Bishop or by written petition to the Bishops or Ecclesiastical Authority signed by nine members.

SEC 6.2 *Powers and Responsibilities*

6.2.1 Diocesan Council's duty shall be to carry out the programs and mission adopted by the Convention of the Diocese of Pennsylvania.

6.2.2 Diocesan Council's authority shall be subject to the limitations or directives adopted by Diocesan Convention and by these Canons.

6.2.3 Diocesan Council shall:

6.2.3.1. act as the "Convention between Conventions," coordinating and furthering the programs and mission of the Diocese and implementing the resolutions relating to the programs and mission of the Diocese that may be passed by the Annual Convention of the Diocese or the General Convention;

6.2.3.2. oversee and coordinate the implementation of resolutions relating to the programs and mission of the Diocese that may be passed by the Annual Convention; and

6.2.3.3. consider, enact and implement emergency resolutions (on matters not reserved to the Standing Committee) on matters that may come before Diocesan Council that, in its considered opinion, cannot be held until the next Annual Convention. Such

resolutions shall be referred to the Resolutions Committee for presentation to the next Annual Convention and shall lapse unless ratified by the next Annual Convention.

6.2.3.4. Diocesan Council shall report annually to the Annual Convention concerning its activities and actions.

6.2.4 The Bishop and the persons to whom the Bishop shall delegate the necessary and appropriate authority, shall administer from day to day the programs and mission as approved by Convention. All such persons shall be responsible directly to the Bishop for the performance of their duties, and the Bishop shall be responsible to the Convention and the Diocesan Council in all matters relating to the adopted programs and mission.

6.2.5 The Diocesan Council shall furnish the Bishop with assistance for the administration of the Diocese.

6.2.6 The Diocesan Council shall maintain the following permanent committees:

Budget Recommendation;

Christian Formation;

Congregational Development;

Congregational Life for Mission;

Social Concerns; and

Leadership Development

The membership and responsibilities of each committee shall be determined by Council.

6.2.7 The Diocesan Council has the authority to form such additional committees as it deems advisable to further the programs and mission of the Diocese.

SEC 6.3 Budget and Annual Report

6.3.1 The Diocesan Council shall have authority to expend all monies provided for in the annual budget as adopted by Convention, subject to the authority of the Finance Committee as set forth in Canon 7.2.

6.3.2 The Diocesan Council, as soon as practicable after the end of each calendar year, shall prepare and circulate a full report of its work, which report shall also be presented to the stated Convention. It shall be the duty of the Diocesan Council to suggest to the Convention, from time to time, such changes in legislation or methods as may seem to the Diocesan Council to be advantageous to the work of the Church.

6.3.3 The Diocesan Council shall provide congregations with financial management, education and support services; and

6.3.4. The Diocesan Council shall provide for the enforcement of Canon 19.1.

DIOCESE OF PENNSYLVANIA

R-_____

235th CONVENTION

NOVEMBER 10, 2018

Designated contact person for this resolution: XXXXXXXXXXXXXXXX

xxxxxxx@xxx.com

Funding for Anti-Violence Initiatives

RESOLVED, that the Bishop work with Diocesan Council, Finance Committee and Standing Committee to identify appropriate funds that would then be made available to congregations to support their work with antiviolenace initiatives.

EXPLANATION, On October 27, 2018, 11 people were murdered while worshipping at the Tree of Life Synagogue in Pittsburgh. As Christians we must commit ourselves to dismantling the culture of violence in our society and it is appropriate that the Diocese should provide financial support to help further such initiatives.

Interested congregations are encouraged to reach out to the Diocesan Anti-Gun Violence Committee for ideas and support. Please contact Rev. Canon Sarah Hedgis, Lead for the Diocesan Anti-Gun Violence Committee, at AGVFaithfulWitness@gmail.com

**Episcopal Diocese of Pennsylvania
Statement of Financial Position
October 31, 2018**

Assets

Cash	\$ 2,601,849
Contributions Receivable	
Pledges	180,482
Other	-
Assessments Receivable	185,382
Other Receivables	197,546
Prepaid Expenses	402,925
Investments	74,383,815
Real Estate Held for Sale	-
Loans Receivable	945,274
Property and Equipment, Net	6,040,849
Beneficial Interest in Perpetual Trusts	4,425,956
	<u>89,364,077</u>
Total Assets	\$ 89,364,077

Cash Detail

Bishop's Discretionary	\$ 5,894
Designated Funds	1,205,294
TD Payroll Account	-
Church House Operating	1,047,816
Closed Churches	51,426
Nunns Operating Account	291,168
Petty Cash	250
Total Cash	\$ 2,601,849

Liabilities

Accounts Payable and Accrued Expenses	\$ 991,398
Post- Retirement Benefit Obligation	3,850,000
	<u>4,841,398</u>
Total Liabilities	\$ 4,841,398
Net Assets	84,522,680
	<u>84,522,680</u>
Total Liabilities and Net Assets	\$ 89,364,077

Diocesan Council Culture of Courtesy Covenant

- Meetings will begin and end on time, with consent and discussion agendas planned to maximize time for effective discussion and decision-making.
- A detailed agenda and all documents pertaining to agenda items will be mailed to members sufficiently in advance of the meeting date to allow for thorough study. It is the responsibility of each member to familiarize themselves with the materials prior to the meeting.
- Come to the meeting on time and stay the entire time. If I am unable to attend, or must leave before the end of the meeting, I will notify the leader in advance.
- I will use "I" messages when I address the meeting: "I believe;" "I think;" "I want;" etc.
- I will listen respectfully to what others have to say without interrupting. I will not engage in side conversations when another speaker has the floor.
- I will not be an air 'hog,' 'bog' or 'frog,' speaking to hear myself speak, speaking to a point which has already been made when I have no additional information to impart, repeating myself, or leaping over or ahead of the item under discussion.
- The agenda for the meeting and the content of the meeting take place in the meeting room for the purpose of building up the community. Natural and spontaneous conversation that happens outside of the group as a whole could and should be shared with the whole group.
- Conversations that take place in secret with intent to exclude the whole group bring down rather than build up the community. I will strive to meet standards of conversational behavior that build up trust within the community.
- I understand that process (how we do things) is as important as product (the content or what we do.) I will respect both and endeavor to conduct myself in a manner that respects the worth and dignity of every human being. I understand that either a process observer, the chair or parliamentarian may call the group to consider attention to process during the course of a meeting, and that it is appropriate for any member of the Council to ask that attention be focused on the Culture of Courtesy Covenant.
- As an adult participant, I will take care of personal needs during break time, or when unavoidable, other brief periods if necessary, out of respect for the investment of time and energy of all members. I will be sure that cell phone and internet access are turned off during the course of the meeting. In case of need for emergency contact, I will alert the chair.