



THE EPISCOPAL DIOCESE OF PENNSYLVANIA
Diocesan Council Meeting – Saturday 19 Jan 2019 – 09:00 AM
Church of St Andrew and St Monica
3600 Baring Street – Philadelphia, PA 19104
215-222-7606 – ssandrewmonica@comcast.net – ssandrewmonica.org

Minutes

Those attending:

Rt Rev Daniel GP Gutiérrez

Brandywine Deanery: Elizabeth Curtis Swain

Bucks Deanery: Rev Marlee Norton, Dave Dixon, George Pollitt

Delaware Deanery: Rev Marjorie Oughton, Henry Njenga

Merion Deanery: Rev Karen Kaminskas, Stephen Krouse

Montgomery Deanery: Rev Winston Smith, Warren Wanlund, Susan L Hunsicker

Pennypack Deanery: Dina L Harvey

Schuylkill Deanery: Pattie Davis

Southwark Deanery: Rev John Gardner

Valley Forge Deanery: Rev Mike Sowards, John Wallace, Faith Parshall

Wissahickon Deanery: Evelyn Partridge

James Pope, Treasurer; Jerome Buescher, Secretary; Rev Elizabeth Colton, Standing Committee; George Vosburgh, Standing Committee

Canon Douglas J Horner, Canon for Finance & Business; Rev Canon Betsy Ivey, Canon for Growth & Support; Rev Canon Toneh Smyth, Canon for Mission; Canon Jennifer Tucker, Canon for Communications

Notified of inability to attend: Rev Canon Kirk Berlenbach, Rev Mariclaire Partee Carlsen, Rev Dee Faison. [Note: this list of those excused may not be complete. See item under New Business. -JGB, Secretary]

Celebration of Holy Communion (20 minutes)

Celebrant Rev Dr Samuel Adu-Andoh, Rector

(Transition to meeting - 5 minutes)

1. Call to Order

Rt Rev Daniel Gutiérrez

09:40 AM

2. Host – Welcome, information about parish & community (10 minutes)

Father Sam noted the happy coincidence between “SAM” (Church of St Andrew and St Monica) and his name, Rev Sam Andoh. This is an old, old, beautiful building. The meeting room we’re using was the original church. He sometimes wishes this room was still “all there was,” because it would make heating and upkeep easier. The congregation in 1882 numbered about 830. This church complex is the original St Andrew. It merged with St Monica in 1965. The merger worked well for a while, but people continued to move away. Now – there are three “tribes”

that meet in this place, and that arrangement works very well. A very vibrant place. Now, this meeting room and church and Sunday school and office space each have their own heating systems, works better. What defines us is what we do, what we believe. Our mission statement – “We gather in the name of Jesus Christ to worship the Almighty God” and develop spiritual training to nurture children, youth, young adults and families, and to proclaim the ‘Good News’ of God in Christ.” Note that there are three things here: A major item – folks read the bible. One Sunday a month, instead of preaching, we do bible study. That’s now a standard feature. Outreach – again, three things. Most prominent, Saturday food cupboard (about 70 families). Works well. After school program. And one more group that meets three times per week. Activities can tax our parishioners. The Bishop thanked Fr Sam for his faithful ministry to the DioPA and to his and our faith.

3. Opening of the meeting (5 minutes) Rt Rev Daniel Gutiérrez, Presider

- a. Welcome to members, diocesan staff, introductions

Henry Njenga, introduced his daughter Chelsea whom he brought from their parish, Trinity Boothwyn. George Vosburgh and Rev Liz Colton from the Standing Committee.

- b. Adoption of the agenda

A motion was made, seconded, and approved to make additions to the agenda under the heading “New Business”

4. Minutes of the 08 Dec 2018 meeting of Diocesan Council (5 minutes) Jerome Buescher, Secretary

A correction once again to the item regarding Canon Tucker’s and Dave Dixon’s work on the website: the triage mentioned was performed on the websites of parishes within the Diocese. With that correction, a motion to accept the minutes was made, seconded, and approved.

5. Size and Role of Council Elizabeth Swain

Incorporation document stated that the number of Council members per deanery would be reduced to one clergy representative and one lay representative with a two-year term for each. Feedback – retain 3-year term length with the possibility of being elected for a following second term. The point of the change is to reduce the size of Diocesan Council but to intensify the relationship of Diocesan Council to the Deanery. To that end, a longer-term length was deemed appropriate for learning, continuity, and “institutional memory.”

6. Incorporation Elizabeth Swain

The changes proposed by the Incorporation resolution to the membership of Standing Committee is a change to the Constitution of the Diocese. Such changes require approval from two sequential Conventions to take effect. Thus, the incorporation resolution will appear again at the 2019 DioPA convention.

What is still needed is a determination of how and under what schedule these changes will take place.

The Bishop and others asked members to please express their opinions and ideas the implementation of such changes Jerome Buescher as Secretary (Jerome.buescher@gmail.com), Elizabeth Swain as Council Liaison to the Incorporation Committee (swainec@comcast.net), or directly to the Bishop (dgutierrez@diopa.org).

7. Gun Violence Committee Resolution

Tabled to the March 2019 meeting

8. Elections/Appointments

Vice Chair of Diocesan Council – The name of Dave Dixon for this position was placed in nomination by Rev Marlee Norton. Dave Dixon indicated he accepted the nomination. No other nominees were proposed. The Bishop declared that Dave Dixon was elected by acclamation.

9. Culture of Courtesy Vote

The Culture of Courtesy document is a statement of how members of Council interact with one another. The Bishop asked if everyone had had a chance to read the document. The document was adopted as practice for the Council. [A copy of this document is appended at the end of these minutes. -JGB, Secretary]

10. Bishop's Report (15 minutes)

Rt Rev Daniel Gutiérrez

The Bishop is leading a pilgrimage to the Holy Land with people from the Diocese. He asked prayers for their travel and their pilgrimage. He emphasized that this was not a vacation but a pilgrimage – an exercise in prayer and study in the lands where Jesus was born, grew up, lived, died, and rose.

Starting in a few weeks – and will continue through this year. There will be a weekly online discussion about the bible and what it means to be a church intimately connected to the bible. There will be a 10-minute video coming, where a series of people will speak about their faith journeys. The first one will appear next week. These will not be “studies,” or “classes”; they will be from the heart. If you’re interested in participating, please contact Canon Jennifer Tucker (jenbtucker@diopa.org).

The Bishop spoke about Wapiti. He had asked, and asks again, for any input about a plan for this facility. The deadline for suggestions is April 2019. Proposals must be doable and revenue-neutral (at least) to the Diocese. Whatever is proposed can’t detract from our mission. There will be pre-planning, and a pre-bid meeting. An appraisal will be done within a month; the value of the facility is estimated to be about \$5.5M.

The new DioPA website is nearly finished and will be released within the next few weeks.

Work has begun on the 2020 budget; the work began about two weeks after the close of the 2018 Convention. Thanks to James Pope and Canon Doug Horner for their leadership.

11. Treasurer's Report (10 minutes)

Mr. James Pope, Treasurer

There was some at the end of the 2018 fiscal year, but there were also some unbudgeted expenses. More details in a moment from Canon Horner. Note about new Diocesan Council Permanent Committee membership – the Budget Recommendation committee, a pitch for help from anyone interested. Please Email to James Pope (james.pope@comcast.net) or Doug Horner (dhorner@diopa.org). Note that Diocesan Council has had restored to it the power to recommend changes to budget between conventions – Canon 7.3.1. Finance Committee meeting – will implement on-boarding for finance committee. There is an open invitation to Diocesan Council members – when dates are announced, you’re welcome (1 2-hr session planned). In summary, from a fiscal standpoint – we’re not in desperate financial straits.

12. Financials

Canon Douglas Horner

In regard to December closings – there are yet unpaid items from churches.

Surplus James Pope mentioned – came from a 5th monthly payment from Church Foundation, made because of a change in methodology. This was a one-time occurrence.

There will be three multi-deanery meetings before budget season to explain new approach to Sacred Gifts to the Diocese. There is a Diocesan committee working on proposals for this approach.

Doing away with interest charges on diocesan revolving loan funds. Recommendation: contemplate a modest rate of interest, say 1-2%, with a proviso that when loan is repaid, interest amount will be refunded to borrower. There are legal issues involved in this decision. These are loans, not a grant that we already have, but a way to fund things that churches don't have money for just now. Rev Mike Sowards: how is decision made. James Pope – not sure, may be an administrative decision under treasurer. Bishop – good to share on record. He suggests saying 2%, subject to market flux, etc. This change in interest rate was approved.

13. Standing Committee Report (5 minutes)

Standing Committee Liaison

George Vosburgh – with Rev Liz Colton – There will be changes in the role and function of the Standing Committee. The Standing Committee will return to its original role, minus property and finance issues – to be an advisory group to the Bishop. Commission on Ministry – revamping the whole process of how the Standing Committee and the Commission on Ministry work together, not having the Standing Committee duplicate the Commission on Ministry's work. A new thing will be an annual event, a social event, with all those currently in the discernment and approval process. A third item: Diocesan Council needs to tell the Standing Committee liaisons what Diocesan Council would like to send back to Standing Committee. The current liaisons can be contacted by e-mail or by phone, or in person. The Bishop reminded everyone that there is a standing slot on the Standing Committee meeting agenda for Diocesan Council matters.

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

Dave Dixon – deanery plenary meetings sometimes do not happen or happen irregularly. Dave Dixon, Elizabeth Swain, and Christopher Hart were charged with finding a Deanery game plan. That plan will be distributed to Diocesan Council members. Bishop – these issues will be on next Deans' meeting agenda.

George Vosburgh – Anti-Racism Commission (ARC) – funding is appreciated. There are four workshops scheduled – the dates and locations are available on the DioPA calendar (<https://www.diopa.org/calendars/>). All four sessions in total constitute the complete Anti-Racism Training course.

15. Missional Committee

Canon Kirk Berlenbach

Renae Rutherford Lowe in place of Canon Kirk Berlenbach –

Change of names – the churches in this program will no longer be referred to as "missional churches," but as "communities of shared grace." At each Diocesan Council meeting, there will be a report from the Missional Committee. Question – what needs to be in that report? How should process work for evaluating churches in program? The Bishop directed that, over the course of a year, Diocesan Council members (form teams to accomplish this work) should visit these churches.

16. Old business

Item from the 08 Sep 2018 meeting: linking programmatic goals (identifying funds, identifying works, yoking churches) to build not only churches but the Diocese. Bishop: proposed Rev Marlee Norton and Christopher Hart as co-chairs.

There are six Permanent Committees under the new Diocesan Council setup. At the previous meeting, members were asked for input as to membership. The Bishop wants this discernment to continue for next few months. A "mission" for each Committee will be developed. Please indications of interest to the Bishop, Dave Dixon, or Jerome Buescher (secretary).

An item that arose at this point; the Bishop asked that it be made a permanent item going forward. [This item – What we are grateful for – will be added under "New Business" unless a different decision is made.

First item under "What we are grateful for" – Rev John Gardner, Church of the Holy Trinity Rittenhouse, Sunday Love Project, serving about 120-150 meals per week in 2 sessions. An additional point – sometimes a call comes before you're ready. Holy Trinity is considering serving as an emergency shelter on Sunday evening. Please speak to Rev John Gardner if you have experience or insights on such matters.

The Bishop asked for prayers for Rev Lloyd Winter who is ill.

Renae Rutherford Lowe – pointed out to member of Council that the parish food cupboard was going on here during this meeting. It's so smooth we didn't know it. She also noted that the quilt project. In the windows, the paintings were done by Sunday school students; the parish invites neighborhood children to join those activities.

Rev Michael Sowards – beginning work on their parish outreach building. The parish also makes bags of weekend food for students who are on free-lunch programs. This project has grown to the point that costs \$3K per month. Step forward in faith ...

John Wallace – food collections. Working with St Peter's Phoenixville. Preparing for new clergy and changes.

Bishop – if you see something going on, please let the DioPA know – that's one of the things the canons are for. But Diocesan Council is another set of eyes-and-ears.

Henry Njenga – "say something" from his daughter, Chelsea. For the 3rd year, she's asking people to pledge. Good progress – no longer ask people for money, instead tell people what their money is doing. Working. Ask people to give money even when they don't come to church. They are receiving funds even during the week. They have found it useful to show to people the app <https://cash.app/> for this purpose.

Dave Dixon – his parish, the Church of the Incarnation Morrisville, is planning a Blue Christmas for a weekday at next Christmas time. They would like to do a non-denominational service and they are trying to arrange that.

17. New business

Election/appts to the Wellness Commission – Diocesan Council needs to make appointments to the Wellness Commission. The following appointments were acted upon:

Rev Ann Thatcher, clergy, 3-year term; a motion was made, and seconded. There was no discussion. The Rev Ann Thatcher was approved for this position by acclamation.

Steve Krouse, lay, to fill a term ending 2021. A motion was made and seconded. There was no discussion. Steve

Krouse was approved for this position by acclamation.

Rev Mike Sowards – Noted that the national church (TEC) had sold the proposed church archives site in Texas. He asked whether DioPA could put themselves in the running for this facility, given our historical place within the Episcopal Church. The Bishop said he was aware of the situation, had notified TEC, and that we were “on the list.”

A request was made that those calling or e-mailing ahead of the meeting to excuse themselves should be acknowledged in the attendance section. [That request will be honored going forward. I have appended to this meeting’s attendance section those whom I can recall having notified me of their absence. -JGB, Secretary]

Canon Doug Horner – 23 new applications for the Growth and Development Grants have been received. Awards will be made in late February. Rev Karen Kaminskas asked about where funds came from. Canon Horner explained how a pool of funds had been built into the Diocesan budget for five-years beginning in 2018.

Rev Elizabeth Colton requested that, in future Council meetings, she and George Vosburgh as liaisons to Standing Committee be seated at the tables with Council members and identified as such. [Name cards for the liaisons will be prepared and placed on the table at future meetings. -JGB, Secretary]

The Bishop made two requests to Diocesan Council. Before the next Council meeting, he asked members to think about what it means to them to be a church, and how do you walk in holiness? Please be prepared to speak on these items at the meeting. Remember that it will be Lent. He also asked people to remember that evangelization means calling people home, to their roots, to their beliefs, as well as looking outward for new, never-heard-the-word people.

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| 18. Schedule for next meeting
23 Mar 2019
Nevil Memorial Church of St. George – Ardmore
1 W Ardmore Ave, Ardmore PA | Jerome Buescher, Secretary |
| 19. Reflections (5 minutes) | |
| 20. Closing Prayer | |
| 21. Adjournment
11:28 AM | Rt Rev Daniel Gutiérrez |

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.