



Episcopal Diocese of Pennsylvania

Minutes

Tuesday, May 22, 2018, 5:00 PM

At the Offices of the Diocese

As approved June 26, 2018

Call to Order at 5:02 PM by McCausland.

Clergy present were Liz Colton, Sean Mullen, Michael Rau (via conference call).

Laypersons present were Norman McCausland, Eric Rabe, Pat Smith and George Vosburgh.

Excused were The Rev. Jo Ann Jones and Layperson Colin Johnstone.

Also present was Bishop Daniel Gutierrez. The Chancellor, Mary Kohart, did not attend.

The Agenda was approved unanimously.

Opening Prayer was offered by The Rev. Liz Colton.

Minutes/Notes of May 8, 2018, Meeting were approved unanimously. There were no additional notes taken.

Ministry Approvals:

- None this month.

Diocesan Staff Reports

- There was a brief discussion of the property report. Vosburgh recommended that the property report be simplified. Rabe reported that the Finance Committee asked that any action items in the property report be moved to the start of the report.

Executive Committee Report

- McCausland reported that the Executive Committee met with Bishop Gutierrez for 90 minutes on May 22. There was a discussion of the Bishop's schedule that has allowed for only one day off in the last month. The Executive Committee pointed out the importance of time off for rejuvenation. The Executive Committee also urged the Bishop to consider a call for a suffragan or assistant bishop who could help with the workload in this large Diocese. Several Standing Committee members voiced their agreement.
- McCausland announced that the Standing Committee would not have a retreat in 2018.

- The Commission on Ministry chair, The Rev. Erika Takacs, has accepted a call in the Chicago area and will leave the Diocese in mid-June. Takacs has led a successful re-imagining of the Commission's work and processes and significantly improved the discernment, support and guidance of candidates for ordination.

Bishop's Report

- Staff and the Finance Committee are completing on a draft 2019 budget.
- The Bishop met with the Incorporation Committee. A good plan has been developed based on incorporation of the Diocese of New York and of Chicago.
- The Bishop attended the College of Bishops meeting last week.
- The Rev. Erika Takacs will leave the Diocese in mid-June to become rector of the Church of Atonement in Chicago.
- Bishop thanked the Standing Committee members for their guidance and support over the last two years.
- **A Resolution** was made and seconded (Raining/Vosburgh) that the Standing Committee expresses its appreciation for the leadership Rev. Takacs for her work as chair of the Commission on Ministry. **Approved unanimously.**
- **A Resolution** was made and seconded (Colton/Vosburgh) that the Standing Committee express condolences and its appreciation for the work of Ann Booth Barbarin. Ann was active in the Diocese and was chair of the Finance Committee at the time of her sudden death in May. Pat Smith and George Vosburgh will prepare a letter for transmission to Ann's family. **Approved unanimously.**

At its May 21 meeting, Finance Committee recommended that Standing Committee approve several property-related resolutions. Each has been reviewed by the Chancellor and approved by the vestries of the churches involved. These were considered and Standing Committee acted as follows:

- **A Resolution** was made and seconded (Rabe/ Raining) to approve the sale of the “**New Church**” **St. Mary’s Warwick**. The sale price will be \$300,000. A cemetery on the property will be available for use by the Diocese in perpetuity, and the Diocese will maintain the cemetery. The Finance Committee recommends approval, and the final agreement is subject to approval by the Chancellor. **Approved unanimously.**
- **A Resolution** was made and seconded (Vosburgh/Smith) that \$50,000 to be put in trust to create **a fund for maintenance** of the St. Mary’s Warwick cemetery on the property that is to be sold. **Approved unanimously.**
- **A Resolution** was made and seconded (Colton/Vosburgh) that Standing Committee approve two licenses for meal preparation and distribution at the church kitchen and dining room of **St. John’s, Norristown**. Each agreement can be terminated upon 30 days’ notice by St. John’s. The Cecil and Grace Bean’s Soup Kitchen will license the facilities for weekday noon meals and a Saturday breakfast at a rate of \$1000/month. The Norristown Hospitality Center will license the same church kitchen and dining room for weekday breakfasts at a rate of \$800/month. The Finance Committee recommends approval, and the final agreement is subject to approval by the Chancellor. **Approved unanimously.**
- **A Resolution** was made and seconded (Smith/Vosburgh) to approve an agreement between St. Mark’s Church, Locust Street, and a neighbor to facilitate construction of a Hyatt Hotel on the neighbor’s property. Construction requires some work on the church property, and St. Mark’s will provide an easement for that work. All of the final project will be on the neighboring property. The proposed 18-month agreement can be extended to 36 months at the neighbor’s option. St. Mark’s will receive \$50,000 for the easement and can recover additional expenses of up to \$30,000 under the agreement. The Finance Committee recommends approval, and the final agreement is subject to approval by the Chancellor. **Approved unanimously. Mullen recused himself.**
- **A Resolution** was made and seconded (Smith/Vosburgh) to approve an agreement for an easement to be given by **Church of the Advent, Hatboro**, to a neighbor for use of an existing driveway that intrudes on the Church property. The driveway has existed for many years, but it was discovered that the driveway crosses the Church property line when the neighboring property was sold some months ago. The Finance Committee recommends approval, and the final agreement is subject to approval by the Chancellor. **Approved unanimously.**

Old Business

- President McCausland appointed Pat Smith and Eric Rabe to serve on a new committee to review the location and lease of the Diocesan offices. The current lease expires in late 2019.

New Business

- 2019 Budget – Parish Assessment for funding the Episcopate.

A Resolution was made and seconded (Rabe/Vosburgh) that the assessment for “Sacred Gifts for Administration” for 2019 be set at a maximum of \$1,487,500. This is identical to the level of funding in the current budget. The Finance Committee recommends approval. **Approved unanimously.**

Diocesan Commission/Committee Reports (as necessary)

- Finance – no further report.
- Incorporation – Smith reported that the Bishop met with some members of the Incorporation Committee in May, and reviewed a framework for incorporation. It is based on the Dioceses of New York and Chicago. The restructure will include a board of directors to manage the business of the Diocese. The Church Foundation will function under the Board of Trustees. Standing Committee will focus on its role of advise and consent. Diocesan Council will be streamlined and focus on ministries. The Rev. Frank Allen, the chair of the committee, will be invited for a discussion at the June Standing Committee meeting.
- Congregational Life and Development Team – no report
- Constitution & Canons – no report
- Commission on Ministry
Vosburgh reported that the COM met on May 21 to reflect on the past year. The COM felt that support for candidates had been effective. The relationship between the COM and Standing Committee is evolving. Expressed gratitude to The Rev. Erika Takacs for her leadership. Raining added that changes to the process introduced in the last year have been effective. In June the Standing Committee will receive recommendations on how to facilitate its role to meet and interview candidates without duplicating efforts. Vosburgh and Raining will have a recommendation for the June meeting.
- Diocesan Council – did not meet this month.
- Episcopal Elections
A Resolution was made and seconded (Colton/Raining) that the Standing Committee consents to the appointment of The Rev. Canon Kevin D. Nichols as the new Bishop of the Diocese of Bethlehem, PA. **Approved unanimously.**
- Bishop’s Special Budget Committee – Mullen reported that the committee’s next meeting will be on May 29, 2018.

Adjournment Moved and seconded and approved unanimously.

Future Agenda Items

- Standing Committee Monthly Meetings/Upcoming Events
 - June 26, 2018 Opening/Closing Prayers: Raining/McCausland
 - June 9, 2018 10:00 A.M. Diaconal Ordinations at the Cathedral
- Future business discussion
 - Report from James Pope on efforts to understand existing funds held by The Church Foundation and restrictions that impact Diocese investment income.
 - Consider a process for Standing Committee's role in meeting and interviewing candidates for ordination.
 - Discussion with Incorporation Committee chair, The Rev. Frank Allen to discuss incorporation proposals at the June Standing Committee meeting.