

Diocesan Finance Committee  
Minutes, Meeting of January 22, 2018  
Church of the Redeemer, Bryn Mawr, PA

**Present: Bishop Daniel Gutierrez, Norm McClave, James Pope, Rev. Matt Dayton-Welch, Rev. Sara Hedgis, Doug Horner, Eric Rabe, Canon Shawn Wamsley, Rev. George Master, Dana Hall and Rev. Mike Rau. As a guest Sean McCauley also attended.**

**Absent: Doug Sisk, Rev. Deirdre Whitfield, Ann Booth-Barbarin, and Rev. John Loftus**

- 1. Opening Prayer (6:30 PM)** The meeting was called to order at 6:32 pm. Bishop Guterrez gave the opening prayer.
- 2. Opening Comments:** There were no opening comments
- 3. Consent Agenda and For Action: (6:40 PM) Consent Agenda**
  - Minutes of November and December 2017 meetings of the Finance Committee were approved with changes.
  - After discussion, Election of Finance Committee Officers: McClave as Chair, Rau as Vice Chair, and Booth-Barbarin as Secretary
- 4. Discussion: For Approval (6:40 PM) (George Master report)**
  - **Sale Policy**
  - **Mortgage Policy**
  - **Lease Policy**
  - **Introduction to Checklists**
  - **Sales Checklist**
  - **Mortgage Checklist**

- **Lease Checklist**
- **Easement Checklist**

Norm explained the need for the policies to make applications and compliance easier. He stated that they would help to foster interaction with the Offices of DIOPA and governance, After discussion, it was recommended that the policy documents would be presented to the Standing Committee with to approve. Checklists did not require approval.

#### **5. For Approval: 2018 Housing Allowance of \$29,532 for Canon Toneh Williams (7:30 PM)**

- After discussion, the Housing Allowance for 2018 for Canon Toneh Williams, was unanimously approved

#### **6. Discussion of Reports (7:15 PM)**

- **Financial Statements – Shawn Wamsley; Doug Horner.** Statements will distributed were reviewed. 2017 closed at a deficit primarily due to over budgeted endowment and mission pledge income. Expenses for the year came in underbudget,
- **Budget Subcommittee -** The Budget Sub-Committee was initiated with Rev. Michael Rau as Chair. Dana Hall, Eric Rabe, James Pope, and Norman McClave volunteered as the initial members.
- **Report on 2017 Assessment Collection – Doug Horner**
- **Treasurer’s Report – James Pope, Treasurer.** James Pope reported on a discussion he initiated with the Church Foundation wherein they agreed to pay for the construction of a new office for Canon Horner in lieu of paying rent to the Diocese for their space. (Pope reported that the agreement was for 2018 and 2019, but the Standing Committee approved this arrangement later for only 2018.)

- **Standing Committee Report – Eric Rabe.** Eric Rabe and James Pope reported that some of the non-distributing endowment funds were approved for use \$450k for the 2018 deficit and \$1.5 million for Growth and Development Fund, Eric advised that awareness was raised in the Standing Committee Executive Committee that the lease is over at the end of 2019 and work needs to start promptly discerning the direction for the space in 2020.

**7. Other business (7:55 PM)**

- 8. Closing prayer (8:00 PM)** [\_\_\_\_\_] closed us in prayer.