

**Diocese of Milwaukee
Executive Council Minutes
November 12, 2016 10:00 a.m.
St. Mary's, Dousman.**

Present: The Rt. Rev'd Steven A. Miller; Mr. Clyde Bachand, Diocesan Treasurer; The Rev'd Seth Dietrich (via skype); The Very Rev'd Andrew "Andy" Jones; The Rev'd Gary Manning, Vice-President of Executive Council; Dr. Gust Olson; Ms. Meredie Scrivner; The Rev'd David Simmons, Co-President of the Standing Committee; The Rev'd Elizabeth Tester; Ms. Janice Watter and Mr. John Washbush

Others present: Canon Peggy Bean, Canon for Congregations and Ms. Marlene Udovich, Financial Officer

Special Guest: The Very Rev'd Andrew Hanyzewski, new member as of January, 2017

Absent: The Rev'd Dr. Jonathan Grieser; Ms. Jill Heller; Mr. Peter Larson and The Venerable Chuck Zellermayer and the ex-officio members (attendance is optional): The Rev'd Martha Berger, President, Commission on Ministry and Mr. Patrick Johnson, President of Trustees of Funds & Endowments

Bishop Miller called the meeting to order at 10:05 p.m. The Rev'd Gary Manning opened with spontaneous prayer and asked the members to join in the Lord's Prayer.

Bishop Miller expressed his appreciation to those members leaving the council Dr. Gust Olson and The Rev'd Gary Manning and welcomed new member The Very Rev'd Andrew Hanyzewski.

**Action Items – Bishop Miller
Housing Resolutions**

Bishop Miller reminded the council that "in accordance with the IRS, the Executive Council is required to pass these resolutions before the end of the year." A motion to approve the housing resolutions was made by The Rev'd Gary Manning and was seconded by The Very Rev'd Andrew "Andy" Jones. The motion carried. The full text of each Resolution follows:

Housing Resolution for 2017 for The Rt. Rev. Steven Miller

RESOLVED, that of the total compensation to be paid to The Rt. Rev. Steven Miller during 2017, \$50,000 shall be designated as housing allowance (in lieu of the Episcopal Diocese of Milwaukee providing and maintaining a furnished residence for him), to be excludable from taxable income, within the meaning of section 107 of the Internal Revenue Code, to the extent that said housing allowance is spent by The Rt. Rev. Steven Miller for expenses of renting or providing a furnished home for himself and family, including rental or mortgage payments, insurance, utilities, furnishings, maintenance and repairs and other related expenses, up to the fair market rental value of said home, including furnishings and utilities. This housing allowance designation will apply to calendar year 2017 and all future years unless otherwise provided.

Housing Resolution for 2017 for The Rev. Jonathan Melton

RESOLVED, that of the total compensation to be paid to The Rev. Jonathan Melton during 2017, \$20,000 shall be designated as housing allowance (in lieu of St. Francis House providing and maintaining a furnished residence for him), to be excludable from taxable income, within the meaning of Section 107

of the Internal Revenue Code, to the extent that said housing allowance is spent by The Rev. Jonathan Melton for expenses of renting or providing a furnished home for himself and family, including rental or mortgage payments, insurance, utilities, furnishings, maintenance and repairs and other related expenses, up to the fair market rental value of said home, including furnishings and utilities. This housing allowance designation will apply to calendar year 2017 and all future years unless otherwise provided.

Housing Resolution for 2017 for The Rev. Kevin Stewart

RESOLVED, that of the total compensation to be paid to The Rev. Kevin Stewart during 2017, \$21,848.00 shall be designated as housing allowance (in lieu of the Episcopal Diocese of Milwaukee providing and maintaining a furnished residence for him), to be excludable from taxable income, within the meaning of Section 107 of the Internal Revenue Code, to the extent that said housing allowance is spent by The Rev. Kevin Stewart for expenses of renting or providing a furnished home for himself and family, including rental or mortgage payments, insurance, utilities, furnishings, maintenance and repairs and other related expenses, up to the fair market rental value of said home, including furnishings and utilities. This housing allowance designation will apply to calendar year 2017 and all future years unless otherwise provided.

Commission on Global Reconciliation Recommendation's for the Sustainable Development Funds

Bishop Miller presented the Commission on Global Reconciliation (CRG) recommendations for the 2017 funds which this year totals \$5,752.00.

As The Rev'd Carol Smith noted in her letter: *The Commission on Global Reconciliation appealed to rectors and congregations throughout the diocese to seek grants from the funds (.07% of the budget) that the Diocese has allocated to the furtherance of the Sustainable Development Goals. \$5000.00 of those funds directly supports the Haiti project through a stipend to its director.*

As a further reminder, the requests must meet the guidelines for funding that have been established:

1. The money will be used to directly meet one or more of the Sustainable Development Goals (SDGs) formerly known as the Millennium Development Goals (MDGs)
2. Projects selected must be recommended by an individual or group within our diocese. The CRG decided not to contribute to organizations, however worthy, that would in turn sub grant to others.
3. A continuing relationship must exist between project recipients and persons or entities within the diocese.

Also, per the request made by Mr. Mike Hagon in 2011, the 4 recommendations made by the CRG are listed along with the SDG's they meet.

The Rev'd Carol Smith stated in her letter that this year the CGR received 4 requests for projects connected with ongoing mission work within the diocese. The CGR recommended allocation of the remaining \$5752.00 to each of the projects in the amounts noted:

1. The Diocesan Haiti Project: Recommended allocation: \$2250 toward an initiative to introduce environmental education and sustainable agriculture to the school and local community through the establishment of The Clean Green School Initiative. SDG's 2, 3, 8, 11 and 12

2. Companion Diocese of Tanzania: Recommended allocation: \$2302 for operating theater materials including emergency lighting, trolleys, privacy screens, examination table and suction pump for St. Michael Health Center, Lulundi
SDG 3
3. Liberian Assistance Program: \$600 to support LAP's vocational education for women by the purchase of sewing machines for the school in Monrovia.
SDG's 4, 5, 8, 10 and 11
4. Nambale Magnet School (in rural Western Kenya). \$600 to support tuition for AIDS orphans.
SDG's 4, 10 and 16

Bishop Miller said that because the recommendations are from a committee, a second is not required. He asked for any questions or discussion.

Hearing no questions or discussion, Bishop Miller called for a vote on the motion to approve the CRG recommendations. The motion carried.

June Minutes

Bishop Miller asked if there were any additions, deletions or changes to the minutes of the June 28, 2016 Executive Council Meeting. Hearing nothing, the Bishop called for a vote to approve the minutes from the June 28, 2016 Executive Council Meeting as distributed. They were so approved.

Recommendation from Finance Committee re: Endowment Account

Ms. Marlene Udovich stated that:

--The Finance Committee recommends closing accounts #2355-2359 and transferring the balances to account #2406, the Diocesan Fund.

--It is also recommends that accounts #2361-2363 be consolidated into Whitewater Ministry.

--It further recommends that if the partnership or ministry (Whitewater Ministry) cease to exist that in the future, Executive Council members have the authority to move the remaining funds to Account #2406 Diocesan Fund.

Ms. Marlene Udovich noted that:

--The intent of the transfer is to simplify the Chart of Accounts, lessen the tracking and accounting burden on Diocesan staff and prevent future confusion about the intent and use of the funds.

--The accounts remain undesignated and unrestricted under the oversight of the Executive Council.

--Mr. Michael Hagon, Executive Director of Trustees of Funds and Endowments, Inc. approved of the transfer.

The recommendations passed.

Reports

Nicholson House – Bishop Miller

Bishop Miller noted that work on the stabilization of the southwest corner had taken place.

There was discussion and some concern regarding the process by which repair bills for Nicholson House were authorized and paid.

Bishop Miller indicated he would follow up on the concerns.
Bishop Miller suggested tabling a full report on the work at Nicholson House until the next meeting when Ms. Peggy Jaffke and/or Mr. Daryl French would be able to attend.

Camp Webb – The Rev’d Elizabeth Tester

The Rev’d Elizabeth Tester reported that:

- The 2016 camping season went well.
- Consistency in staff is being developed.
- A major change in the camping experience was a transition to having one chaplain for the entire camping week.
- Camp Webb is in the “black” this year by @\$7,000.00

The Rev’d Elizabeth Tester asked for thoughts re:

- moving the staff training week to another location
- looking for other locations for the camping program
- adjusting the camper fees

The Very Rev’d Andrew “Andy” Jones moved and Ms. Meredie Scrivner seconded the carry-over of the @\$7,000.00 to the next year. The motion carried.

Further discussion regarding Camp Webb covered the following:

- Lutherdale is a great framework, but we are guests in their house; we bump against shared property. Ex: when swimming can be scheduled.
- Financially all camps have problems.
- In looking at the current cost for Camp Webb, it is not out of line; fees could be raised.
- If we consider buying vs. leasing a location, we would need a property manager and other activities for the times the property is not being used by camp.
- Some members in the diocese remember camp being at Nashotah House; reviewing our property resources might be beneficial.

The Rev’d Elizabeth Tester concluded that:

- her goal is to have camp extended to 4 weeks within the next 5 years
- camp works—the participants meet God, experience community and develop their own identity
- the strong leadership of Bishop Miller and the Executive Council will help this goal to succeed

Bishop Miller expressed his gratitude for the skills and abilities The Rev’d Elizabeth Tester brought to her work with Camp Webb. He noted an improvement in and developing sense of community around Camp Webb due to her wonderful program.

Mequon Property – Canon Peggy Bean

In lieu of Ms. Patty Jaffke not being present at the meeting, Canon Peggy Bean gave the history behind the diocese purchasing the rectory and presented the material regarding the Mequon rectory.

The discussion that followed covered:

- the history/reason for the purchase
- the current situation regarding the rectory—empty and needing maintenance

- that the cost of updating the rectory to house another clergy person was not presented to, nor approved by the Executive Council
- that the responsibility of St. Boniface for the updating costs was not completely clarified
- the importance of a well-defined lease agreement
- how a Canon 28, with authority, might have helped this situation
- the importance of/need for a rectory in today's world
- the need for a property committee

Bishop Miller summarized the issues under consideration:

- authorizing the invoicing of all the work done to update the rectory
- authorizing the expenses being paid out of the Foundation
- determining how much landscaping to do or to delay
- appoint a subcommittee to study selling/keeping

Ms. Meredie Scrivner moved that no more money be invested in the rectory.
The Rev'd David Simmons noted that we do not need to make a motion not to do something.

Mr. Clyde Bachand moved to authorize the invoicing.
The Rev'd David Simmons noted that there is nothing in proper form.

Mr. Clyde Bachand withdrew his previous motion.
Mr. Clyde Bachand moved and Ms. Meredie Scrivner seconded a motion that:
--Bishop Miller have a conversation with the parish regarding the updating costs and overseeing the building after January
--the money to pay the invoices for updating the rectory come from the Foundation.

Mr. John Washbush noted that we own the building; the cost of wear and tears is really ours; we can ask them to share the costs. He also felt that there should be separate motions.

Mr. Clyde Bachand withdrew his second motion.

It was moved and seconded that St. Boniface, Mequon be requested to reimburse the monies used to update the rectory. (The Rev'd Gary Manning and The Rev'd Andrew "Andy" Jones) The motion carried.

It was moved and seconded that the Executive Council authorize the monies already spent on updating the rectory be taken from the Foundation. (Mr. John Washbush and Ms. Meredie Scrivner) The motion carried.

Mr. John Washbush recommended that, in the future, the agenda and minutes be separated into items before the Foundation and items before the Executive Council.

A discussion regarding the formation of a property committee continued and included:
--clearly defining how it operates and the scope of its authority
--the need for checks and balances
--insuring a well-defined relationship with the Finance Committee, the Executive Council and the Standing Committee
--include a legal review

Mr. John Washbush moved that a more intentional discussion and action regarding the establishment of a property committee be part of the next Executive Council meeting. The motion passed.

Project Resource – Ms. Marlene Udovich

Ms. Marlene Udovich explained that:

--In June, along with along with Bishop Miller, Mr. Mike Hagon, The Rev'd Jason Lavann, The Rev'd Ian Burch and Mr. Mike Weber, she attended Project Resource.

--Project Resource is centered on a more holistic approach to stewardship.

--The Rev'd Ian Burch has used it at St. Mark's, Milwaukee with a significant increase in pledges.

--The group is currently targeting three parishes, St. Mark's, Milwaukee, St. Luke's, Bay View and Zion, Oconomowoc, to help grow stewardship.

Bishop Miller expressed his appreciation for the team's work and hopes it will help strengthen the diocese.

September Finances – Ms. Marlene Udovich

Ms. Marlene Udovich walked through and explained the highlighted items on the Balance Sheet as of September 30, 2016 and the Current Month and Year-to-date Profit and Loss Budget Comparison.

She also called attention to the Unpaid Assessments report from 9/30/2012-9/30/2016. She noted the significant drop in unpaid assessments and that the current collection policy and practice were instrumental in the change.

Reports by:

Canon Peggy Bean – Canon for Congregations

Canon Peggy Bean reported that:

--the Commission on Mission and Development aims to focus less on aid to parishes and more on development of parishes

--one issue that keeps coming up year after year is the need for financial assistance on bricks and mortar; the Commission on Mission and Development will grant the money only if the needs fit with mission and ministry

--congregations with special needs in finances and development are Good Shepherd, Sun Prairie and St. Luke's in Madison

--St. James', Milwaukee is in the process of selling their building

--St. Andrew's, Kenosha is considering selling their buildings, continuing to worship at St. Matthew's and possibly starting something new in a new location

--The Hospitality Center is in need of a new director.

--The Multicultural Group is focusing on being welcoming and adding more resources.

--The Rev'd Kevin Stewart continues to develop and build relationships in the City of Milwaukee through Collars on the Corner.

Bishop Miller

Bishop Miller reported that:

--Good Shepherd, Sun Prairie was experiencing financial difficulties; The Rev'd Mike Tess left October 23rd and the parish is now in transition.

--St. Bartholomew, Pewaukee has paid off their debt, ended a successful PiC with The Rev'd Greg Wilde and will be seeking a new rector.

--St. Aidan's, Hartford has paid off their debt and The Rev'd Lars Skoglund will continue serving there after his ordination to the priesthood December 17, 2016.

Bishop Miller stated that he appreciated the metaphor The Rev'd Andrew "Andy" Jones used in his reflection on Canon 28—the need/importance of a fence, of clear boundaries.

Bishop Miller listed the following clergy placements:

--St. Luke's in Madison – The Rev'd Don Fleischman

--St. Luke's in BayView – The Rev'd Jason Lavann

--St. James' in West Bend – The Rev'd Mindy Valentine Davis

--Zion, Oconomowoc – The Rev'd Scott Seefeldt

Bishop Miller listed the following parishes in the search process:

St. Christopher's, River Hills, St. Bartholomew, Pewaukee, St. John the Divine, Burlington, Holy Communion, Lake Geneva, St. John in the Wilderness, Elkhorn, St. Barnabas, Richland Center, St. Paul's, Milwaukee and Trinity, Baraboo.

Bishop Miller praised Canon Peggy Bean on her work in deployment.

Bishop Miller further noted that:

--He has completed his term in Wisconsin Council of Churches.

--He is still undergoing therapy for his shoulder stating: Don't tear your rotator cuff!

--He is planning a Sabbatical in 2017.

Other items:

Reflections on the 2016 2 day convention – Rev'd Gary Manning

The Rev'd Gary Manning asked for feedback on the recent convention, noting that though council members may not have attended, they may have heard about it from other parish members.

--Dr. Gust Olson stated that two delegates from St. Christopher's, River Hills were energized by the worship experience. The Rev'd Elizabeth Tester echoed this response.

--The Rev'd Andrew "Andy" Jones felt the reception after the Eucharist went very well; it afforded everyone the opportunity to circulate and enjoy interaction with a variety of persons.

--Mr. Clyde Bachand, experiencing his first convention, was impressed with the overall organization and how it was laid out.

--Mr. John Washbush noted that The Rev'd Dr. Esther Kramer was an excellent head teller.

Discussion also focused on:

--the future design of the convention: the alternating of the 1 day/2 day design

--times/length of convention

--use of workshops – should they be moved to east/west diocesan experiences?

The Rev'd Gary Manning concluded by expressing his appreciation in serving as vice-president for Executive Council. He also noted that one of the duties of the VP was moving tables and chairs and that he would love some help.

The meeting was adjourned at 12:45 p.m.

The next meeting is on January 21st, 2017

Respectfully submitted,

Rev'd Margaret (Marge) M. Kiss
Executive Secretary & Recorder of the Minutes

Future Meeting Dates for 2017 Executive Council

January 21st Note: meeting will be longer @10-2

April 1st

June 3rd

July 13th Conference Call

September 16th

November 11th