

**Diocese of Milwaukee
Executive Council Minutes
June 13, 2018 6:30 p.m.
St. Bartholomew's, Pewaukee**

Present: The Rt. Rev. Steven A. Miller; Mr. Clyde Bachand, Diocesan Treasurer; Ms. Kada Bush; the Very Rev. Andrew Hanyzewski; Mr. Ron Johnson; Mr. Peter Larson; the Rev. David Simmons, President of the Standing Committee; Mr. John Washbush; Ms. Janice Watter, Vice-President of Executive Council

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

Absent: The Rev. Dr. Jonathan Grieser; the Rev. Joel Prather; the Rev. Elizabeth Tester; the Rev. Debra Trakel; Ms. Kristen Wold; the Rev. Chuck Zellermayer and the ex-officio members (attendance is optional): the Rev. Jana Troutman-Miller, President, Commission on Ministry and Ms. Jill Heller, President of Trustees of Funds & Endowments

At 6:36, Bishop Miller opened the meeting with spontaneous prayer and the Our Father.

A. Action Item

Approval of May minutes

Bishop Miller asked if there were any additions, deletions or changes to the minutes of the May 19, 2018 Executive Council Meeting.

Bishop Miller pointed out that the starting time should be noted as 9:06 a.m. not 10:06 a.m.

***The Rev. Andrew Hanyzewski moved and the Rev. David Simmons seconded the approval of the May minutes as amended. They were so approved.

Appoint working group

Bishop Miller turned the meeting over to Ms. Jan Watter, Vice-President of the Executive Council.

Ms. Jan Watter reminded the council members of the March report from the Executive Council Task Force on Constitutions and Canons. She noted that the Bishop and she had reviewed the report and decided to focus on Canon 7, Section 2 b. The recommendation of the task force was: that the EC appoint a working group to coordinate with staff and committee chairs to develop a descriptive organization chart of all diocesan staff, tasks forces, committees, commissions, affiliates, etc.

Ms. Watter asked for 2-3 people to volunteer to be part of this working group. Ms. Kada Bush, Mr. Ron Johnson and Mr. John Washbush volunteered to take on this project.

B. Financial Reports/Preparation for approval of the budget – Ms. Marlene Udovich/Mr. Clyde Bachand

Ms. Marlene Udovich presented the 2019 budget, explaining that there was little wiggle room. She also noted, that as in the past, significant changes in the budget are explained in the notes section.

Per Ms. Udovich, the largest impact on the budget is the restructuring of the finance department as she retires. It involves a 9 month plan to bring in a new financial officer and a strong bookkeeper. It was further noted that because of this process the 2019 budget would be a deficit budget.

The discussion focused on having a deficit budget and ways to minimize it. The consensus was:

--no deficit budget

--put the cost in the Permanent Development Fund

--consider using monies not used by Camp Webb to help cover the deficit

C. Information/Discussion Items:

New Financial Review Process

Mr. Clyde Bachand presented the new financial review process. He noted that the current process is broken; significant delays are involved and the reports/reviews are therefore old.

The discussion regarding the new process focused on how/when the new process would start.

Bishop Miller noted that there was a consensus that:

--the new process should be adopted immediately;

--for 2017 the majority of the parishes, determined by the finance committee and Bishop Miller, would do the paper review; with

--1(one) to 2 (two), up to 4 (four) parishes required to do the full review with other firms.

***It was so moved by Ms. Kada Bush and seconded by Mr. John Washbush. The motion passed.

Mr. Clyde Bachand was asked to develop a job description for the reviewers and a letter to explain the new process. Mr. Bachand called attention to the letter submitted to Executive Council that clarifies the process.

St. Martin's, Brown Deer

Mr. Ron Johnson reported on the state of St. Martin's, Brown Deer – bottom-line it is in very poor condition.

Bishop Miller noted that he has received several unsolicited offers. Mr. John Washbush said that he will touch base with the Brown Deer school district.

D. Canon's Report - Canon Peggy Bean

Canon Peggy Bean again reminded the Executive Council of the new direction the Commission on Ministry and Development is taking -- a focus on transition and redevelopment.

To that effect she requested a reallocation of the Meachem funds with the 20% currently in DCDI to be added to the 20% in Redevelopment causing no change to the budget.

***Mr. Ron Johnson so moved the reallocation of the Meachem funds and Mr. Peter Larson seconded it. The motion passed.

The discussion focused on clarification of the move: instead of a 60%, 20%, 20% it would be 60%, 40%.

E. Bishop Miller Report

St. Andrew's, Kenosha Update

St. Andrew's, Kenosha is in its final closing process; closing papers have to be finished.

St. Luke's Hospital, Racine Update

Chancellor Stuart Parsons is in the process of trying to determine who has standing and can bring suit to uphold the original agreement.

St. Luke's, Whitewater Update

Mr. Ron Johnson reported on the state of St. Luke's, Whitewater. He noted that there were some costly repairs. He also noted that there was an amazing window but that it would cost a lot to repair it. The Rev. Andrew Hanyzewski clarified that it was not a Tiffany.

Bishop Miller reminded the council that the campus ministry has moved to another location.

He also reminded the council that, per the deed, the property reverts back to the owner.

***The Rev. Andrew Hanyzewski moved and Ms. Kada Bush seconded authorization to Bishop Miller to contact the office of the realtor and execute the terms of the deed. The motion was approved.

Bishop Miller said he would contact Chancellor Stuart Parsons. The Rev. Andrew Hanyzewski will send Chancellor Parsons the family name.

***Mr. Peter Larson moved and the Rev. David Simmons seconded the adjournment of the meeting.

The meeting was adjourned at 8:11 p.m.

The next meeting is the July 18th conference call at 5:00 p.m.

Respectfully submitted,

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

Appendix I

2018 Executive Council Meeting Dates

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|--------------------|------------------------|
| July 18, | 5 PM (Conference Call) |
| September 22, 2018 | 10 AM - 12:30 PM |
| November 10, 2018 | 10 AM - 12:30 PM |
| December 1, 2018 | 10 AM |

2019 Executive Council Meeting Dates

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|-------------------|-------|
| January 5, 2019 | 10 AM |
| March 2, 2019 | 10 AM |
| April 6, 2019 | 10 AM |
| May 4, 2019 | 10 AM |
| June 1, 2019 | 10 AM |
| September 7, 2019 | 10 AM |
| October 5, 2019 | 10 AM |
| November 2, 2019 | 10 AM |

Appendix II

2018 Norms for Executive Council Meetings

Begin with prayer

Start and end on time

Receive and Review material one week ahead of time of meeting

Respectful communication

- Assume good/best intentions

- Seek to model reconciliation

- Look for the best in others

- Give the best we have

- Gentleness first

Recuse oneself or abstain from matters in which one has a conflict of interest

Respect the “confidential nature” of the discussion (Identify if confidential)

All responsible for the process at the table; Pay attention/Be actively engaged

All members of Executive Council are authorized to raise their hand, to call for a pause in the process, and to ask for a moment of prayer from the Bishop

We are always The Church