

Diocese of Milwaukee
Executive Council Minutes
March 14, 2020 10:00 a.m. via ZOOM

Roll Call was taken.

Present: Mr. Clyde Bachand, Diocesan Treasurer; Ms. D'Arcy Becker; Ms. Joann Faulk; the Rev. Kevin Huddleston; Mr. Ron Johnson; the Rev. Scott Leannah, President of the Standing Committee; the Rev. Pedro Lara; Mr. Peter Larson; the Rev. Joel Prather, Vice-President of the Executive Council; the Rev. Dr. Steven Peay, Interim Canon to the Ordinary; the Rev. Scott Seefeldt; Mr. John Vogel; Mr. John Washbush

Others present: Canon Peggy Bean, Canon for Congregations and Ms. Jill Heller, Executive Director of Trustees of Funds & Endowments

Absent: The Rt. Rev. Steven A. Miller; the Rev. Steve Capitelli; the Rev. Debra Trakel and the ex-officio member (attendance is optional); the Rev. Ian Burch, President of Commission on Ministry

Guests: Ms. Elizabeth Orelup, Esq. and Mr. Mark Ehrmann, Esq.

At 10:08 a.m. the Rev. Joel Prather, Vice-President of the Executive Council, called the meeting to order and opened with prayer.

February Minutes

The Rev. Joel Prather asked if there were any additions, deletions or changes to the minutes of the February 8, 2020 Executive Council Meeting and the February 26, 2020 Conference Call.

***Hearing nothing, the Rev. Kevin Huddleston moved and the Rev. Scott Leannah seconded the approval of the minutes from the February 8, 2020 Executive Council Meeting and the February 26, 2020 Conference Call as presented. They were so approved.

TFE Orientation

Ms. Jill Heller, Executive Director, Trustees of Funds and Endowments, presented an overview of the ministry of TFE as providing financial solutions for the Episcopal Diocese of Milwaukee through a Combined Investment Fund, Charitable Gifts of Stock and Endowment Building and Planned Giving.

Discussion extended into:

- clarification of the amount and location of the monies for the transition to Bishop 12
- clarification of the purpose and division of the Meachem monies
- clarification of current policies and procedures.
- need to develop/define standard operating procedures
- clarification of the separate placement of the monies from the sale of St. Edmund's

Finance Report

Mr. Clyde Bachand, the diocesan treasurer, summarized what he saw as the key items he reviews: cash (healthy balance?); unpaid assessments; accounts payable.

Discussion centered on ways to assist parishes and current outstanding loans: DeKoven and St. Peter's, West Allis.

Hiring of Interim Diocesan Finance Officer

The Rev. Kevin Huddleston explained that the retirement of the former finance officer, Ms. Marlene Udovich, left a gap. The finance committee has submitted a plan to Bishop Miller to help bridge the gap. The Rev. Scott Leannah, President of the Standing Committee, asked for clarification regarding how the position would be covered, that it was, not being considered as a transition cost. It was noted that the new position was not a transition cost or issue.

Standing Committee Updates

The Rev. Scott Leannah, President of the Standing Committee noted that:

--though the total monies set aside for the transition equaled \$200,000.00, his intent is to bring it in closer to \$150,000.00

--a more definite budget will be presented to the finance committee at their April meeting

--the search committee was up and running, and currently, through interviews and listening sessions, gathering data

--the intent, at this point, is to have a Special Convention February, 2021 with the consecration of the new bishop June, 2021

Discussion centered on who makes up the delegates/deputies to the Special Convention and the extended time for the search process.

Written Agreement For Hospitality Center

Ms. Elizabeth Orelup, Esq., Vice-Chancellor, noted that with the passing of Canon 34, the Hospitality Center, as an Affiliated Organization, hoped to have approval of a Fiscal Sponsorship Certification.

A resolution to that effect was in drop box for review and approval by the Executive Council.

Ms. Elizabeth Orelup also noted that a liaison would be key in assuring the specific terms are met and recommended Ms. Jill Heller, Executive Director of Trustees of Funds and Endowments, for that position given that she understands both entities.

Ms. Heller was asked if she would accept the nomination; she accepted it.

Mr. John Washbush noted that the appropriate title for the Episcopal Church should be corrected in the resolution.

***The Rev. Kevin Huddleston moved and it was seconded that the resolution as presented and amended be approved by the Executive Council. It was so approved.

\$1500 For Priest from 2415 Endow. for Retired Clergy

A request for \$1500.00 from the endowment for retired clergy was submitted by Bishop Miller. The Rev. Steve Peay noted that it was a one-time loan for a transition in housing.

***Mr. Clyde Bachand moved that the request be accepted as presented. It was seconded and approved.

Canon for Congregational Development Report

Canon Peggy Bean noted that, though, the St. Boniface, Mequon request for a loan of \$270,000.00 was approved by Mission and Development, it still needed to go before the Finance Committee for approval. Concern regarding accountability was part of the discussion and will be addressed and reviewed by the finance committee.

Canon to the Ordinary Report

The Rev. Dr. Steven Peay reported that:

--He is working from home.

- The deacon formation program just finished the first tutorial.
- He is working with Bishop Miller on projects assigned to him.
- He recently offered pastoral care to the Lutes family.
- He up-dated the EC on his current health status.

Task Force Groups

The Rev. Joel Prather asked that the following task force groups continue after the meeting and elect their individual conveners and compile questions for further research and discussion.

- **DeKoven Center**
- **Constitution and Canons**
- **Finance Committee**

The meeting was adjourned at 12:25.

Respectfully submitted,

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

Items for follow-up:

- Clarification of where transition monies are pulled from
- Clarification of use of Meachem funds
- Clarification of the placement of St. Edmund's monies
- The need to track current policies
- Develop standard operating procedures—possibly another Task Force Group
- Clarification of election of delegates/deputies

Appendix I

2020 Meeting Dates — Executive Council

All meetings are at St. Bartholomew's, Pewaukee unless otherwise noted.
(The first two months are the second Sat. Then back to the first Sat. of the month.)

May 2nd

June 6th

August 1st

September 5^h

October 3rd

November 7th

Appendix II

2020 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, leave the room and 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.