

**APPROVED**  
**MINUTES OF THE EXECUTIVE COUNCIL MEETING**  
**Waycross**  
**November 8 – 9, 2013**

**Elected & Appointed Members in attendance:**

Kristina Baker, Bill Barfield+, Peter Bunder+, Laurel Cornell, Caroline Fairbanks, Coral Hamlin, Steve Holt, Max Nottingham, C. Davies Reed+, Whitney Rice+, Allen Rutherford+, Sean Sullivan, Joe Weaver, Evelyn Wheeler+, Suzanne Wille+ +Cate Waynick.

**Elected & Appointed Members absent:**

Karen King, Bruce Gray+.

**Ex-officio Members in attendance:**

Kathy Copas, Marsha Gebuhr, Debra Kissinger+, Tom Wood, Sally Cassidy

**Bishop Cate opened the meeting at 7:30pm with prayer.**

Debra Kissinger+ facilitated an Orientation & “getting to know you”.

Bishop Cate asked that each member give to her before the close of the meeting their preference of which Executive Council Commission they would like to serve on – Administration & Budget; Congregation & Community Life; Local & Global Outreach; Exploration & Opportunity. She will work on these assignments tonight & will do her best to assign you to your first or second choice.

Bishop Cate closed the evening with Compline at 9:00 pm.

**Saturday, November 9, 2013**

Josh Thomas opened the meeting at 8:45 am with Morning Prayer read from the web site “The Daily Office West”.

Josh spoke to the grant request he has submitted to 815 and his hopes and expectations for this web site.

**Assignments to Executive Council Commissions 2013**

**Administration & Budget:**

Chair: C. Davies Reed+  
Laurel Cornell  
Peter Bunder+  
Max Nottingham

**Congregation & Community Life:**

Chair: Allen Rutherford+  
Bill Barfield+  
Evelyn Wheeler+  
Joe Weaver

**Local & Global Outreach:**

Chair: Steve Holt  
Kristina Baker  
Sean Sullivan  
Caroline Fairbanks

## Exploration & Opportunity

Chair: Whitney Rice+  
 Suzanne Wille+  
 Coral Hamlin  
 Karen King

Bishop Cate asked the C. Davies Reed+ to go over the budget process.

C. Davies+ and Canon Gebuhr spoke about this process.

The Budget Formation Committee moved the following:

### **Resolution from the Budget Formation Committee to Executive Council Regarding the Budget Process for 2014, updated, November 9, 2013.**

- I. **Budget request forms should be ready by the 16<sup>th</sup> of December with a final copy to be delivered to the Canon for Administration's office.**
  - Those people working on Budget areas for the 2015 budget include:
 

<u>Executive Council Commission</u>	<u>Representative to Budget Process</u>
Congregation and Community Life	Allen Rutherford
Administration and Budget	C. Davies Reed
Local and Global Outreach	Steve Holt
Exploration and Opportunity	Whitney Rice
- II. **The new form should be mailed to all current budget participants by January 13<sup>th</sup> and placed "on line" for all new groups requesting funds.**
- III. **Completed forms are to be returned to the Canon for Administration by February 13<sup>th</sup>.**
- IV. **The Budget Formation Committee will meet by February 17<sup>th</sup> and distribute requests to the four commissions named above.**
- V. **The Executive Council Commissions will work through their requests and be prepared to bring any concerns to the March 15<sup>th</sup> meeting of the Executive Council. Special attention should be paid to identifying priorities for funding.**
- VI. **By March 31<sup>st</sup>, the following this should have occurred:**
  - a. **The Executive Council Commissions and Committees will submit their budget priorities to the Chair of the Budget Formation Committee and to the Canon for Administration.**
  - b. **The Treasurer will submit income figures (even if estimates).**
  - c. **The Canon for Administration will submit apportionment income figures.**
- VII. **The Executive Council Commission chairs will take to their committees the amounts from the Budget Formation Committee that need to be adjusted to achieve a balanced budget. Line item adjustments made by the Executive Council Commissions and Committees will be submitted by April 14<sup>th</sup> to the Budget Formation Committee.**
- VIII. **The Budget Formation Committee will draw up the preliminary budget to be distributed to the household by May 1<sup>st</sup>.**
- IX. **Between May 1<sup>st</sup> and August 1<sup>st</sup> request for appeal to a Committee's budget should be submitted to the appropriate Commission Chair. Then, requests for appeals to Commission budgets may be submitted to the Budget Formation Committee by the chair of the Commission requesting the appeal.**
- X. **Requests for appeal will be heard at the August meeting of the Budget Formation Committee. Decisions will be returned to the Commission requesting appeal by August 31<sup>st</sup>.**

(does not need a second). Passed unanimously.

Canon Gebuhr asked the E. C. to ratify the on line adjustments that were sent out Nov. 5, 2013 propose the following adjustments:

<b>Increase 5064-1 Bishop's Hospitality currently \$7,000</b>	<b>\$1,000</b>	<b>Budget</b>
<b>Decrease 5082-1 Office Operations \$50,000</b>	<b>\$1,000</b>	<b>Budget currently</b>
<b>Increase 5112-1 Public Relations Currently \$1,000</b>	<b>\$5,500</b>	<b>Budget</b>
<b>Decrease 5113-1 Computer &amp; Web Support \$39,000</b>	<b>\$5,500</b>	<b>Budget Currently</b>

We discussed moving the web work and films for parishes out of the public relations budget which is why it is over budget into computer & web support. For tracking purposes it makes more sense to keep our office web and computer costs separate from parish work which really is for their public relations.

For new members Executive Council must approve all budget changes over \$250.00 by canon.

Canon Gebuhr spoke to these adjustments.  
Passed unanimously.

Canon Gebuhr did not receive enough votes to ratify the EFHN Funding Resolution – she spoke to EFHN met following Diocesan Convention regarding the agencies requests approving the total allocation of \$30,150 for 2014. (**attached are the EFHN requests**). Bishop Waynick spoke that all of these agencies come to our attention because a Parish is connected to it in some way and they are encouraged to make application to EFHN. Coral Hamlin moved to accept these recommendations and Kristina Baker seconded. Passed unanimously.

The Local & Global Outreach Committee needs to start looking for a way to go forward with Cooperating Ministries and EFH N. (This can be discussed possibly at lunch time when the Committees get together).

The Budget Committee moved the following for the Budget for 2014 – (**Attached Budget 2014**) which was approved at the Diocesan Convention we have our first adjustments to that budget – change in the Executive Council Fair Share line item #165 (Expense side) increased by \$950 and decrease line item #33 (Income side) by \$950.

Passed unanimously

The Executive Council needs to approve the **2014 Budget** with the change from above and the change that Convention made that is already in this document (in blue) it increased the Youth (line item #2 on the Expense side) and they increased the Return from Diocesan Funds (line item #8 on the Income side). According to Canon “after the Diocesan Budget is approved by Convention then the Executive Council shall adopt a line budget consistent with the Diocesan Budget approved by Convention” C. Davies Reed+ moved to accept these line items, Coral Hamlin seconded – Passed unanimously.

That concludes the Budget Committee work for the day.

The January 4, 2014 meeting date needs to be changed. We would like to move that meeting to either January 11 or January 25, 2014. Conversation followed. The majority of E.C. members voted that the next meeting will be **January 25, 2014 at Waycross starting at 10 am.**

## **The 2014 Executive Council Meeting Dates (starting at 10 am until 3 pm all at Waycross):**

January 25, 2014  
March 15, 2014  
June 21, 2014  
September 13, 2014  
November 7-8, 2014

Leadership Day April 26, 2014

## **2015 Executive Council Meeting Dates (starting at 10 am until 3 pm):**

January 17, 2015  
March 14, 2015  
June 20, 2015  
September 19, 2015  
November 6-7, 2015 (Overnight Planning Meeting)

Canon Gebuhr asked all Executive Council Members (especially the new folks who have just come on) to familiarize themselves with the 2014 Budget it is on line and you can be asked about this and you will need to speak to this at Deanery meetings, etc.

A set of The Canons of the Episcopal Diocese of Indianapolis (also on line on our web site) were passed out and Canon Gebuhr went over a few of them. Canons 6, 7, 9 and 10 you should become familiar with because of your work here on E. C.

Bishop Waynick clarified that Laurel Cornell's membership is with Christ Church Cathedral and that she also has affiliation with IU Campus Ministry because her membership is with CCC she is not a member of the North West Deanery – Bishop Waynick will appoint Laurel as a member of the Executive Council and we will notify the Dean of the North West Deanery and they will need to field another member of the Executive Council.

Kistina Baker has agreed to serve as Vice President of the Executive Council.

Joe Weaver moved for the approval of the DRAFT of the September 7, 2013 Minutes – seconded by C. Davies+ Tom Wood requested that before they are approved there was to be an email attached with answers to questions (Tom will forward to Sally) and they will be attached with the APPROVED Minutes for the Executive Council Sept. 7, 2013 minutes as corrected come out. Passed unanimously as we have them.

Tom Wood presented the Treasurer's Report:

### **Treasurer's Report - Executive Council – Nov 9, 2013**

#### **Financial Statement.**

The October Financial Report shows a deficit of \$91,292.00. However, we are “under-drawn” on the unrestricted fund to date by \$198,482.00 which indicates that at present, the budget has an excess of receipts over disbursement of \$107,190.00. With less than the expected medical costs and the shift in diocesan staffing for Northeast deanery clergy, we anticipate ending year in the black somewhere in the \$50,000.00-\$70,000.00 range.

For the most part, apportionments remain on track with now only two congregations significantly in arrears. These two also have arrearages on the books from past years. Letters will be sent.

Another congregation, St. John's Bedford also has arrearages dating back into the last decade, but has been current since 2011. Marsha and I recommend that action be taken to forward funds from the Congregation Development Fund that will allow St. John's to clear up these arrearages with the proceeds going into next year's apportionment pool.

## Investment and Finance.

The committee next meets on November 20<sup>th</sup> to review 3<sup>rd</sup> quarter results in detail and discuss 2014 outlook. The committee will continue to develop a spending policy.

## Convention

After many attempts, I feel the format in which both the budget and the financial overview were presented was the most successful since I can remember. And, the budget discussion was, indeed, a healthy exchange.

Submitted by Thomas Wood  
Diocesan Treasurer

Discussion took place regarding St. John's Bedford and their arrearages dating back into the last decade.

Evelyn Wheeler+ moved to accept the Treasurer's report, subject to audit, Coral Hamlin seconded – Passed unanimously.

At 11:58 am Bishop Waynick led the group in noon day prayer –requested that the individual committees meet together over lunch we will reconvene at 1:00 pm.

At 1:06pm Bishop called the meeting back to order.

Allen Rutherford+ moved to affirm Kristina Baker as Vice-President of Executive Council and Sally Cassidy as Secretary of Executive Council – seconded by Sean Sullivan – Passed unanimously.

**Congregation & Community Life Committee** (Allen Rutherford+) reported that they looked over what they are responsible for and they would like to stay in close contact with the ReImagining Committee and how that group will affect Congregation & Community life, also we now have 2 shared ministries and possibly another shared ministry coming in early 2014 staying abreast of that and also with Mission Strategy what help C&CL might be able to be helpful to them.

**Administration & Budget** (Peter Bunder+ ) reported that the Chair had to leave but the Chair did promise that he will circulate e-mails to all members & set up a time & way to meet early on 2014. Hoping the sooner they can get budget requests the sooner A&B can meet.

**Local & Global Outreach** (Steve Holt) reported that their discussion revolved around the Cooperating Ministries & the organizations that are supported by EFHN and how there is disparity between them and also they discussed the enthusiasm of the EFHN group in terms of fund raising & monies to be distributed by this group. L&G Outreach needs to talk with the EFHN committee. Mary Ann Sodrel is currently the Chair of EFHN. It might be helpful if there was a person from every

Deanery on the EFHN Committee. EFHN is strictly a Diocesan group.

**Exploration & Opportunity** (Whitney Rice+) reported that Suzanne Wille+ will be the new liaison of the Executive Council with the ReImaging Task Force. They would like to work on two things, one of them being perennial problems and the other being wild & crazy ideas . . . “Why doesn’t the Diocese do that” kind of things. They will work with Canon Kissinger on the Holy Currencies Project . They will meet soon to decide what they might want to do in 2014.

**Staff:**

Canon Debra Kissinger reviewed Safeguarding God’s children & people & how that training is available to us – all members of Executive Council must complete all training sessions every 3 years. You can contact the Rev. Anne Thornberg at [safeguarding@indydio.org](mailto:safeguarding@indydio.org) & she will help you get set up so you can go into [www.safeguardingonline.org](http://www.safeguardingonline.org) & take the classes that are on line.

Canon Kissinger also spoke about the book **“Holy Currencies”** by Eric Law and handed out a copy to all E. C. members and spoke about the April Leadership Day when this program will take place. As leaders of the Diocese and members of the E. C. are expected to be at Leadership Day (Clergy will have this same program on Spring Clergy Day). At Convention 2014 presentations will follow this program also.

Kathy Copas spoke about wanting to have more folks subscribe to the “Gathered Community” and also the magazine “In Touch”. Names and email addresses of people you would like added to the mailing list of either (or both) of these items can be sent to Kathy at [kathycopas@aol.com](mailto:kathycopas@aol.com)

We need to get names, email addresses and snail mail addresses of as many people as possible.

Bishop Cate in addition to Sunday visitations, meetings with clergy, meetings with vestries, etc. in August several went to Brasilia to celebrate the 10<sup>th</sup> Anniversary of ++Mauricio as their Bishop - Bishop Ruben of Bor, South Sudan was with them on that visit and that was especially wonderful. It gave +Ruben the opportunity to see ministries that are being carried out in Brasilia that are very similar to things that have started or want to get started in Bor.

In September the House of Bishops meeting was in Nashville, TN – wonderful meeting to see & hear about the ministries going on in that Diocese. Also in Sept. Bishop was involved in celebrations for the Desmond Tutu chair – Christian Theological Seminary & Butler University are collaborating that they are going to have a joint chair for Justice, Peace & Freedom & they are establishing the Desmond Tutu Center. Allan Boesak will lead the program. Hopefully there will be some new opportunities (exploration & Opportunity committee) for our community.

In Oct. Bishop traveled to South Carolina to do some Stewardship work and to Chicago – the Bexley-Seabury Board of Trustees (she serves on that Board of Trustees) traveled to New York City for final meeting as a Board of Trustees member for the General Theological Seminary. A highlight in Oct. was to do a house blessing at the new Craine House on Michigan Road in Indianapolis.

November 11 Bishop will fly to Rome, Italy, for a meeting of the Board of Governors of the Anglican Center in Rome. There are 2 Governors from the U.S. Bishop continues to serve as the President of the Disiplinary Board for the House of Bishops. Also part of the team that goes into Indiana Women’s Prison once a week for Episcopal Eucharist.

Joe Weaver moved that we adjourn and Coral Hamlin seconded the motion at 2:15 pm and it passed unanimously.

Bishop Waynick closed in prayer.

**The next Executive Council meeting will be January 25, 2014 at Waycross starting at 10 am.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Sally Cassidy".

Sally Cassidy

A handwritten signature in cursive script that reads "+ Catherine M. Waynick".

+Catherine M. Waynick  
Bishop of Indianapolis