

**APPROVED**  
**MINUTES OF THE EXECUTIVE COUNCIL MEETING**  
Waycross Conference Center  
November 6 – 7, 2015

**Friday evening we shared dinner and participated in some “getting to know you” exercises and we ended the evening with evening prayer and gathered for breakfast and Eucharist at 8 am Saturday.**

**Elected & Appointed Members in attendance:** Kristina Baker; Laurel Cornell; Caroline Fairbanks; Michael Galvin+; William Hughes; Frank Impicciche+; Max Nottingham; John Rumble+; Allen Rutherford+; Susan Steigerwald; Sean Sullivan’ Evelyn Wheeler+; Suzanne Wille+; +Cate Waynick.

**Ex-officio Members in attendance:** C. Davies Reed+; Kathy Copas; Marsha Gebuhr; Bruce Gray+; Debra Kissinger; Tom Wood; Sally Cassidy.

**Bishop Cate opened the meeting at 9:40 am.**

Bishop Cate handed out the following Committee Assignments:

**Administration & Budget:** Chair: Max Nottingham  
Members: Laurel Cornell  
Susan Steigerwald

**Congregation & Community Life:** Chair: Allen Rutherford+  
Members: Bill Hughes  
Sean Sullivan

**Missions:** Chair: Evelyn Wheeler+  
Members: Caroline Fairbanks  
Frank Impicciche+

**Exploration & Opportunity:** Chair: Suzanne Wille+  
Members: Michael Galvin+  
John Rumble+

Bishop Cate asked Kristina Baker to serve as Vice-President this year and the V.P. role is going to include having contact with the Chairs of each of the Committees, to see how things are going and to make sure they have the resources they need, etc. If there is something that you would like to have the E.C. discussing, Kristina will help to get that item on the agenda, please be in contact with her.

During the lunch break today, the new committees will meet and talk about any concerns you might have now or with things you hear about this morning. It would be good to brainstorm in the individual committees of people you might know who might be able to contribute to the work of your committee. Bring those names to Bishop Cate and she will approach that person about serving and she would then appoint them to a particular committee.

It was proposed once again that Sally Cassidy serve as secretary of Executive Council – approved by acclamation. Passed unanimously.

**Minutes:** Minutes of the September meeting were received via email, no changes, additions or deletions were submitted. Laurel Cornell moved to approve the minutes, seconded by Sean Sullivan. **Passed unanimously.**

## **Committee Reports:**

### **Administration and Budget:**

#### **Treasurer's Report - Executive Council – November 7, 2015**

##### **Financial Statement**

The October statement shows a deficit of approx. \$106,110. But, the diocese was \$93,438 under our allotted budget draw to date. This places the true deficit at \$12,672. That essentially equals the amount due from those congregations whose October payments have not been received, but who are otherwise up to date. Several congregations pay at the end of any month.

Apportionment status is essentially the same as in June. Payments are being received on schedule with only the same four congregations in arrears: Anderson, Columbus, Connersville and Speedway although Connersville can be discounted since it is in the midst of closing. Anderson has been paying down last year's arrearages and also made a current payment this month. Madison paid off their 2014 obligation this February. Carmel still owes a 2014 balance, but they are current for 2015. Columbus and Speedway remain as concerns.

##### **Investment and Finance**

No meeting since June. Next meeting will be on November 17<sup>th</sup>.

##### **An issue to be studied and resolved.**

For what are yet unknown reasons, when Holy Family applied for a loan from Chase Bank in accordance with policies established by the bank and the diocese to insure low-interest loans, the bank seems to have forgotten what these were (are) and they have had HF and the diocese dancing through hoops that we find troublesome. One comment made to me by the bank official with whom we have been working is that the "bank" (whoever that may be) appears to no longer want to make asset backed loans to non-profits because they have been burned too many times. I pointed that our collateral asset in the form of a JPMorgan bond fund is fully liquid, and they have the right to draw on it for any defaults that may take place. This person confided that yes, he knows that.

The documents allowing Holy Family have now all been signed and if the first construction payment has not been advanced to the parish, I was told it would be by Monday, 11/9.

Including Holy Family, the diocese now has 7 congregations participating in the program to the tune of approx. 3.5 million dollars. There have been no defaults. The Investment and Finance Committee will delve into this issue and expects to find a solution - if not with Chase/JPMorgan, then another banking institution. This matter involves both EC and SC. Stay tuned.

Submitted by Thomas Wood

Diocesan Treasurer

October 28, 2015

After conversation regarding the Treasurer's Report, **Frank Impicciche+** moved to receive the Treasurer's report subject to audit, seconded by **Mike Galvin+** **Passed Unanimously.**

**Budget Process:** C. Davies Reed+ of the Budget Formation Committee and Canon Marsha Gebuhr presented the following Budget Process for 2016:

**Resolution from the Budget Formation Committee to Executive Council Regarding the Budget Process for 2016, updated, November 7, 2015.**

**APPROVED – 7 November 2015**

- 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 2017 budget include:
- | <u>Executive Council Commission</u> | <u>Representative to</u> |
|-------------------------------------|--------------------------|
|                                     | <u>Budget Process</u>    |
| Congregation and Community Life     | Allen Rutherford         |
| Administration and Budget           | Max Nottingham           |
| Local and Global Outreach/Missions  | Evelyn Wheeler           |
| Exploration and Opportunity         | Suzanne Willie           |
- II. The new form should be mailed to all current budget participants by **January 12<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 12<sup>th</sup>**.
- IV. The Budget Formation Committee will meet by **February 26<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 19<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:
- 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.
  - The Treasurer will submit income figures (even if estimates).
  - 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 5<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 (April 9 convention date) **May 1<sup>st</sup>**. Commission chairs will ensure distribution of the draft budget to committee chairs and those requesting specific line items.
- IX. Between **May 1<sup>st</sup> and August 1<sup>st</sup>** requests for appeal to line items a Committee's budget should be submitted to the appropriate Commission Chair. If the EC Commission rejects the appeal they will contact the requesting chair. They may feel the appeal should be sent on to the budget. 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/September meeting of the Budget Formation Committee. Decisions will be returned to the Commission requesting appeal by **September 5<sup>th</sup>**.
- XI. At their **September 17<sup>th</sup>** meeting, Executive Council will approve a balanced version of the budget to be presented to the Diocesan Convention.
- XII. A balanced budget will be distributed to the household thereafter for consideration at Deanery meetings and at Convention

Canon Gebuhr, Treasurer, Tom Wood and C. Davies Reed+ discussed the 2016 Budget that had been sent out via email and the Budget Process (above). Conversation followed. **Allen Rutherford+** moved to approve the Resolution above regarding the Budget Process for 2016. **Passed unanimously.**

Canon Bruce Gray, as Chair of the General Convention Deputation, brought the following (via email) specific Resolutions from General Convention to Executive Council for action:

**Diocese of Indianapolis Resolutions with direction for Executive Council, passed October 2015, as proposed by the 2015 General Convention Deputation based on 2015 General Convention Resolutions.**

**I. Resolved, that the 178th Convention of the Diocese of Indianapolis direct the Executive Council of the Diocese to form and publicize a policy for the use of alcohol based on General Convention resolution A158 and**

**Be it further resolved that this work will be accomplished by the 179th Diocesan Convention (2016).**

### **Explanation**

#### **General Convention Resolution A158**

*Resolved*, the House of Bishops concurring, that the 78th General Convention acknowledge The Episcopal Church's long-standing tolerance for the use of alcohol which, in some cases, has contributed to its misuse, and has undermined a climate of wholeness and holiness for all; that our Church culture too often avoids hard conversations about alcohol use, and the role of forgiveness and compassion in healing and recovery; and that The Episcopal Church now commits to create a new normal in our relationship with alcohol. We aspire to be a place in which conversations about alcohol, substance misuse, or addiction are not simply about treatment but about renewal, justice, wholeness, and healing. We affirm that Recovery Ministries of The Episcopal Church has long been and continues to be a valuable resource for this work; and be it further

*Resolved*, that the 78th Convention adopt the following policy on alcohol and other substance misuse and encourage dioceses, congregations, seminaries, schools, young adult ministries, and affiliated institutions to update their policies on the use of alcohol and other substances with the potential for misuse. These policies should consider the following:

1. The Church must provide a safe and welcoming environment for all people, including people in recovery.
2. All applicable federal, state and local laws should be obeyed, including those governing the serving of alcoholic beverages to minors.
3. Some dioceses and congregations may decide not to serve alcohol at events or gatherings. Others may decide to permit a limited use of alcoholic beverages at church-sponsored events. Both can be appropriate if approached mindfully.
4. When alcohol is served, it must be monitored and those showing signs of intoxication must not be served. Whenever alcohol is served, the rector, vicar, or priest-in-charge must appoint an adult to oversee its serving. That adult must not drink alcoholic beverages during the time of his or her execution of his or her responsibilities. If hard liquor is served, a certified server is required.
5. Serving alcoholic beverages at congregational events where minors are present is strongly discouraged. If minors are present, alcohol must be served at a separate station that is monitored at all times to prevent underage drinking.
6. Alcoholic and non-alcoholic beverages must be clearly labeled as such. Food prepared with alcohol does not need to be labeled provided the alcohol is completely evaporated by the cooking process; however, it is recommended that even in this case the use of alcohol in cooking be noted on a label.
7. Whenever alcohol is served, appealing non-alcoholic alternatives must always be offered with equal prominence and accessibility.
8. The serving of alcoholic beverages at church events should not be publicized as an attraction of the event, e.g. "wine and cheese reception," "cocktail party," and "beer and wine tasting."

9. Ministries inside or outside of congregations will make certain that alcohol consumption is not the focus of the ministry and that drinking alcohol is not an exclusively normative activity.
9. Food must be served when alcohol is present.
10. The groups or organizations sponsoring the activity or event at which alcoholic beverages are served must have permission from the clergy or the vestry. Such groups or organizations must also assume responsibility for those persons who might become intoxicated and must provide alternative transportation for anyone whose capacity to drive may be impaired. Consulting with liability insurance carriers is advised.
11. Recognizing the effects of alcohol as a mood-altering drug, alcoholic beverages shall not be served when the business of the Church is being conducted.
12. Clergy shall consecrate an appropriate amount of wine when celebrating the Eucharist and perform ablutions in a way that does not foster or model misuse.
13. We encourage clergy to acknowledge the efficacy of receiving the sacrament in one kind and consider providing non-alcoholic wine.

And be it further

*Resolved*, that, mindful of the emerging legalization of other addictive substances and the increasing rise of addiction, the Executive Council of The Episcopal Church provide for the ready availability, implementation, and continuing development of this policy church-wide, in consultation and coordination with Recovery Ministries of The Episcopal Church.

Bill Hughes asked who will remind the groups that they must report to the Executive Council at a certain meeting? Bishop reported that will be part of the responsibility of the V.P. to ensure that the Commission Chairs know which groups will be reporting and when. We will need to look at the Resolutions and figure out what makes sense for which Commission to receive the reports. Much conversation took place regarding this resolution.

**Bishop encouraged all to provide an opportunity to have conversation about this in individual parishes and listen to each other.**

## **II. Resolved, the 178th Convention of the Diocese of Indianapolis directs the Executive Council of the Diocese to form a Parental Leave Policy with the provisions described in Resolution D030 and**

**Be it further resolved that this work will be accomplished by the 179th Diocesan Convention (2016).**

### **Explanation**

#### **General Convention Resolution D030**

*Resolved*, the House of Bishops concurring, That the 78th General Convention strongly urges all dioceses, congregations, and other church-related offices and agencies/contexts to establish and make available parental leave policies for birth and adoptive parents, both clergy and lay, in their employ; and be it further

*Resolved*, That the 78th General Convention extend the provisions stated in resolution 2000-C042, to include mention that clergy who give birth have a 12 week benefit that is available through the short term disability coverage provided by the Church Pension Fund; and be it further

*Resolved*, That the 78th General Convention directs the Church Pension Group to increase publicity and knowledge about the provisions provided through the short term disability; and be it further

*Resolved*, That the 78th General Convention directs the Executive Council in consultation with the Church Pension Group to prepare a church wide model policy on parental leave for both birth and adoptive parents for consideration by the 79th General Convention.

## Explanation

In the ordination vows for the diaconate and the priesthood, candidates for ordination vow to do our best to pattern our lives – and the lives of our families, households, and communities – in accordance with the teachings of Christ, so that we may serve as wholesome examples to God’s people. (BCP 1979, pp. 532 & 544). The Episcopal Church as an institution is also called to set a wholesome example to secular employers and to the broader American society, especially regarding the support of all clergy families and households. The United States is currently the only developed country in the world without mandatory, paid family leave policies for all workers.

Research by the Rev. Sarah Lamming of the Diocese of Maryland has demonstrated that the family leave benefits offered to clergy is terribly inconsistent across dioceses, congregations and other ministry contexts, particularly with regards to maternity and paternity leave after the birth or adoption of a child. These gross inconsistencies create serious impediments to equal working conditions and compensation (particularly for women). There is ample evidence that these inconsistencies are also the cause of bullying and shaming, particularly of female clergy. Many clergy women leave full-time ministry because they are unable to access family leave benefits after the birth or adoption of a child.

Clearly, Resolution 2000-C042 was inadequate to address these inconsistencies. Additionally, many clergy women are not informed about or allowed to access the 12 week-post childbirth benefit that is available through the short term disability coverage provided by the Church Pension Fund, despite the fact that they are vested in the Church Pension Fund and that any congregation or other employer would be reimbursed 70% of their employee’s salary during this 12 week period of short term disability. The lack of knowledge about and use of this benefit seems like poor stewardship of a benefit that is already paid for and that would be used without question for a priest following an accident, injury, surgery or any other major health event.

The Diocese of Long Island offers one of the strongest examples of a clear, comprehensive Parental Leave of Absence Policies currently offered in the Episcopal Church. From the Diocese of Long Island’s Clergy Compensation Resolution (2014) found at

[http://www.dioceselongisland.org/finance/2014\\_clergy\\_compensation.html](http://www.dioceselongisland.org/finance/2014_clergy_compensation.html):

Birth of a Child – Primary childcare parent to receive 12 weeks paid leave. Non-primary childcare parent to receive 2 weeks paid leave. Employee giving birth should submit a claim for short term disability, which will reimburse the employer for 70% of the cleric’s total compensation figure (up to \$1,000/week) for up to 12 weeks from the date of the baby’s birth. Adoptive parents will receive the same time off with pay as a birth parent but will not be entitled to file a disability claim.

This resolution from the Diocese of Long Island offers a model for comprehensive, consistent coverage across all congregations and ministry settings. The Episcopal Church as a whole is called to model the support and nurture of clergy families and households and to equip clergy to fulfill their ordination vows more fully.

**Frank Impicciche+ moved and seconded by Sean Sullivan that the Executive Council work with the Personnel Policy & Compensation Committee to take the lead on developing a policy for the use of alcohol based on G.C. resolution A158 and a policy on Parental Leave with provisions described in Resolution D030.**

**Allen Rutherford+ seconded. Passed unanimously.**

Canon Bruce Gray reported that our Episcopal Community at Brownsburg does have an official name – given by the Bishop – Good Samaritan Episcopal Church – Canon Gray sent out via email a lengthy report. Gray Lesesne+ will be more than happy to come and fill you in on all that this new community is doing.

## Approved 2016 and 2017 Executive Council Meetings:

### 2016 Executive Council Meetings:

January 16, 2016  
March 19, 2016  
June 18, 2016  
September 17, 2016  
November 4-5, 2016

### 2017 Executive Council Meetings:

January 14, 2017  
March 18, 2017  
June 17, 2017  
September 16, 2017  
November 10-11, 2017

Canon Kissinger reported that there are five active congregations that are in transition. She reported on many of the things going within the Diocese, such as, Fresh Start. She spoke on trends going on throughout the Church.

At noon Bishop asked Susan Steigerwald to give a blessing for lunch and that we would reconvene at 12:45 pm and that the Commissions meet over lunch.

Reconvened at 12:45 pm:

**Administration & Budget:** Max Nottingham, Chair, reported that the group met and have begun to figure out what they are to be doing. We will try & meet more regularly this year.

**Congregation & Community Life:** Allen Rutherford+, Chair, reported that Sean Sullivan & Bill Hughes discussed the Budget process and that he will communicate mostly by email.

**Allen Rutherford+ moved and Bill Hughes seconded that the Diocesan Conflict of Interest Policies be added to the annual documents that must be submitted with the Parochial Report by each Congregation of the diocese.**

Conversation took place. **Passed unanimously.**

The following is a letter that Allen Rutherford+ followed up with to the Clergy & Executive Council members of the Diocese:

Dear Brothers & Sisters in Christ,

A year ago, the Personnel Policies and Procedures Committee drafted a document pertaining to Conflict of Interest Policies as best practices for our congregations. The Policies were presented to the Executive Council of which I am a member. Feedback was asked for and received and the Policies were amended to their present form. This past spring, Bishop Cate send out a letter and the Policies were made available to the entire diocesan household. The Policies were posted on-line.

The Executive Council met last Saturday and the topic of the Conflict of Interest Policies came up in our discussion, and we were told that there had been only minimal response to the requirement of all congregations to submit a signed version of the Policies. A resolution was presented and passed at Saturday's E.C. meeting to make the Conflict of Interest Policies a required annual reporting document along with the Parochial Report and other reported documents.

Please find attached a copy of the Policies and Cate's letter from the Spring.

By signing the document, you are stating that you are aware of the issues and concerns listed in the document and that you will begin a process of working toward compliance, which is articulated in Cate's

letter. The Executive Council had lengthy discussions about the state of many small parishes that have hard working and faithful church secretaries, sextons, and others who are also members of our congregations. We are not asking you to fire those people. My own parish was in such a position until recently. Our Parish secretary/administrator of five years was also a faithful member of the church. I was not going to fire her! However, God called her to a new job outside of the church, and our Vestry intentionally sought a new employee from outside of our congregation, in order for us to start that process of compliance. This is just one example of the best practices contained in the Policies.

I am sending out this notification to you in order for you to be aware of this new annual filing requirement. As of this morning, the Conflict of Interest Policies document is available on the diocesan website in the documents section.

Sincerely,  
 Rev. Allen D. Rutherford  
 Chair of Congregations and Community Life Commission  
 Of the Executive Council

**Exploratin & Opportunity:** Suzanne Wille+ reported they are going to meet with members of the Anti-Racism Committee and see how they might be able to help them in the future. They came up with a list of things they are interested in and they will meet before our next meeting.

**Missions:** Evelyn Wheeler+ reported that they will work on getting the Global Mission Committee up and running again.

**Evelyn Wheeler** of the Missions Commissions moved to accept the 2016 allocations recommended by the EFHN Board. They visited agencies that had made requests and then decided to recommend a total of \$41,900 in 2016. (see amounts below):

	Dean -ery	Actual 2013	Actual 2014	Actual 2015	Proposed 2016
1. Monroe Co. United Min., Bloomington	NW	1,400	1,400	1,500	1,750
2. Interfaith Comm. Council, New Albany (Hope Southern Indiana)	SE	1,000	1,300	1,400	1,650
3. Stopover, Inc., Indpls.	SC	1,100	1,200	1,200	1,800
4. Lafayette Urban Ministry, Lafayette	NW	1,400	1,400	1,500	1,750
5. Ecumen. Assem. Barth. Co., Columbus (Love Chapel Ministries)	SE	1,100	1,100		
6. Youth Service Bureau, Crawfordsville	NW	1,400	1,400	1,400	1,650
7. Ctr. for Lay Ministries, Jeffersonville	SE	1,000		1,000	1,250
8. Open Arms Ministries, Inc. Richmond	NE	1,000	1,000	1,000	1,100
9. Alpha Center, Muncie	NE	1,000	900	1,100	1,300
10. Pace/Oar Inc., Indianapolis	SC	1,100	1,100	1,200	1,750

11. Boone Cty. Senior Services, Lebanon	NC	1,100	1,100	1,200	1,500
12. Community Kitchen, Jeffersonville	SE	1,100	1,100	1,200	1,450
13. Interfaith Emergency Winter Shelter, Bloomington	NW	250			
14. Hendricks Cty. Senior Service, Inc., Danville	SC	1,100	1,100	1,200	1,500
15. Outreach Ministries, Evansville	SW	1,100	1,100	1,200	1,500
16. Coord. Aging Sv. Morgan Cty., Martinsville	SC	1,000	1,000		1,250
17. Columbus Regional Shelter/Victims D V	SE	1,100	1,100	1,200	1,500
	Dean -ery	Actual 2013	Actual 2014	Actual 2015	Proposed 2016
18. Community Serv Ctr. Morgan Cty.,Martinsv	SC	1,100	1,000	1,200	1,450
19. Patchwork Central, Inc., Evansville	SW	1,400	1,400	1,500	1,600
20. Westminster Comm. Service, New Castle	NE	1,400	1,400	1,500	1,600
21. St. Thomas Clinic, Whiteland	SC	1,100	1,200	1,300	1,500
22. Shalom Community Ctr., Inc., Blooming.	NW	1,400	1,400	1,500	
23. Tri-County Health Coalition, New Albany	SE		700	1,100	1,100
24. Community Emergency Assist. Board, Mt. Vernon	SW	1,100	1,400	1,400	1,500
25. YWCA in Jeffersonville	SW	1,100	1,100	1,200	
26. Second Helpings, Indpls.	SC	1,000	1,100	1,200	1,300
27. Evansville Emergency Food Pantry	SW	750	1,000	750	
28. St. Andrew's Non-Food Pantry, Greencastle in Putnam Cty.	NW	250	250	200	300
29. Boys & Girls Club, Zionsville	NC			500	750
30. Mid-North Food Pantry, Inc., Indpls.	MC			500	750
31. Boys & Girls Club, Inc., Jeffersonville, IN	SE	1,000	1,000	1,000	1,300

32. House of Hope Madison Cty., Inc., Anderson	NC			500	700
33. Mother's Cupboard Community Kitchen, Bean Blossom	SE			1,000	1,100
35. Bertha's Mission, Bedford	SE			500	1,000
36. Brown Cty. Weekend Backpack, Nashville	SE				500
37. YWCA of Evansville	SW	1,100	1,100	1,200	1,500
38. Trinity Childcare, Indianapolis	MC				500
39. Lebanon Community of Shalom	NC				500
40. Irvington Advocacy Network	SC				250
		29,850	30,150	34,650	41,900

TOTALS

**34 Agencies will receive 2016 Funding - NW Deanery \$5,450 (4)- SE Deanery \$10,850 (9) - NE Deanery \$4,000 (3) - SC Deanery \$10,800 (8) - SW Deanery \$6,100 (4) - MC Deanery \$ 1,250 (2) - NC Deanery \$ 3,450 (4)**

**Passed unanimously.**

**Bishop's Report:** There was no HOB meeting in September because of General Convention in the summer.

In addition to visiting in Parishes on Sunday, meeting with Vestries, people in the Ordination process, all of the "regular stuff" I have met with Speaker Brian Bosma and Senator Long, President of the State Senate along with some other religious leaders & some business people regarding the Restoration of Religious Freedoms. Title IV issues for HOB. Met with the Anti-Racism Committee – stay tuned for some plans that they are working on. Was able to be at the Consecration for our new Presiding Bishop, ++Michael Curry.

At 1:55 pm **Sean Sullivan** moved to adjourn. Seconded by Evelyn Wheeler. **Passed unanimously.**

Respectfully submitted,



Sally Cassidy