

**Minutes of a Meeting of the
COUNCIL OF TRUSTEES
OF THE EPISCOPAL DIOCESE OF KANSAS, INC.**

May 18, 2004

The Council of Trustees of the Episcopal Diocese of Kansas, Inc. met in the Bubb Room at Grace Cathedral, Topeka, Kansas, on May 18, 2004. The Rt. Rev. Dean E. Wolfe, Bishop and Chairman, opened the meeting with prayer at 10:00 a.m.

Trustees present were:

Bishop Wolfe
Ms. Jean Crutchfield, President
The Rev. Jerry D. Adinolfi, Jr.
Mrs. Linda Bemis
The Rev. Barbara K. Bloxsom
The Rev. Matthew M. Cobb
Mr. Frank Connizzo
The Rev. Denis B. Ford
The Very Rev. R. Steve Lipscomb
Mr. Mike Morrow
Mr. Dick Norman
Mr. Robert Skaggs
The Rev. William J. Wood

The Rev. Darrel D. Proffitt was absent at the beginning of the meeting.

Advisors to the Council of Trustees present were:

Mr. L. Franklin Taylor, Chancellor and Clerk
The Rev. Canon Jo Ann T. Smith, Canon to the Ordinary
Mr. Douglas K. Anning, Treasurer
Mr. Richard V. Foote, Vice Chancellor
Mrs. Dorothy Emory, Diocesan Administrator
Mr. C. Jay Currie, Comptroller

Absent: Mr. Harry Denman

Also present were Mr. Tom Gossen, Diocesan Stewardship Chair, the Rev. Joe Alford, Campus Chaplain at University of Kansas, and Mr. Chad Senuta, Diocesan Youth Officer.

Bishop Wolfe introduced Mr. Currie to the Trustees as the newly appointed Diocesan Comptroller. He then led opening worship based on the theme of the mustard seed.

The minutes of the meeting of March 16, 2004, were presented. It was noted that on the last page of the minutes the spelling of "diaconate" should be corrected. With this correction, the minutes were approved by consensus of the trustees.

Mr. Gossen, in his capacity as Chair of the Task Force for Funding the Ministry of the Diocese, presented a report from the Task Force. His report is attached to the original minutes of this meeting. There followed a discussion of Mr. Gossen's report, after which it was concluded that the report would be referred to the Finance Committee to provide its commentary at the June meeting.

Mr. Anning presented the Treasurer's Report. Mr. Currie prepared a balance sheet which was circulated and discussed. Mr. Anning noted that expenditures for ministry outside the Diocese include approximately \$50,000.00 in unpaid Diocesan apportionments, a revenue shortfall rather than an expenditure.

Fr. Proffitt entered the meeting.

Mr. Anning circulated a report prepared by Mr. Currie on the status of Diocesan endowment and custody funds.

At the Bishop's request, Mr. Andy Pitts, an architect with Treanor Architects of Lawrence and a member of Trinity Church, Lawrence, entered the meeting to report for the Architecture, Property and Allied Arts Committee on renovations to Bethany Place to deal with issues of deferred maintenance and programmatic needs. The committee recommends a three-phase improvement to the Diocesan Office to be funded from the Bethany Place Fund (an endowment fund with an approximate balance of \$108,000.00):

Phase 1. Renovation of offices for the Bishop and the Canon to the Ordinary (including an exchange of offices) at an estimated cost of \$16,510.00 plus a contingency allowance for costs not to exceed \$18,000.00.

Phase 2. Moving executive administration offices to the second floor and some renovation of the reception area at an approximate cost of \$15,000.00 plus contingencies for a total cost not to exceed \$16,000.00.

Phase 3. Work on a ramped entry to the Diocesan Office for accessibility purposes.

Mr. Morrow moved, seconded by Mrs. Bemis, to approve the completion of Phase 1 at a cost not to exceed \$18,000.00. Mr. Norman moved, seconded by Mr. Skaggs, to complete Phase 2 at a cost not to exceed \$16,000.00. Mr. Norman's amendment was accepted by Mr. Morrow and Mrs. Bemis as a friendly amendment. The motion to complete Phases 1 and 2 of the proposed renovations to the Diocesan Office at a cost not to exceed \$34,000.00 to be paid from the Bethany Place Fund carried unanimously.

The Council of Trustees recessed briefly at 11:05 a.m. and reconvened to receive reports of committees:

1. Mrs. Bemis reported for the Committee on Community Life on the Diocesan Ministry Fair and provided a packet of materials about the Ministry Fair to members who did not have it available.

2. Mr. Senuta reported for the Children's and Youth Ministries Committee. He presented a description of the For Youth By Youth Fund which is attached to the original minutes of this meeting, in which he described a fund to be created by the youth of the Diocese for ministries selected by the youth of the Diocese. Mr. Norman moved, seconded by Mrs. Bemis, to approve this fundraising activity and to authorize Mr. Senuta to approve expenditures from the For Youth By Youth Fund on behalf of the youth of the Diocese. The motion carried unanimously.

3. Ms. Crutchfield reported for the Ecclesiastical Relations Committee:

a. The committee recommends consent to the election of the Rev. Canon Michael Gene Smith as Bishop of North Dakota. The recommendation was seconded by Mrs. Bemis and passed unanimously by the Council of Trustees acting as the Standing Committee of the Diocese.

b. The committee recommended approval for ordination of the Rev. Linda J. English, ordained Deacon in December 2003, to the Priesthood as recommended by the Commission on Ministry. The recommendation was seconded and approved unanimously by the Council of Trustees acting as the Standing Committee of the Diocese.

c. The committee recommended approval of the ordination of Eric Anderson to the Transitional Diaconate. The motion was approved unanimously by the Council of Trustees acting as the Standing Committee of the Diocese.

4. Mr. Connizzo reported for the Administration and Personnel Committee on the Lay Planning for Tomorrow Conference conducted last weekend at the Holiday Inn in Olathe. The conference was well attended by representatives of the Diocese of Kansas and the Dioceses of Nebraska, Western Kansas, Oklahoma and Western Missouri and was well received.

5. Mr. Norman reported for the Finance Committee:

a. There has been some progress on the sale of the Church of the Ascension property presently subject to a contract for deed with an outstanding balance smaller than the annual liability insurance premium for the property. Mr. Anning noted that he had met with the pastor and members of the church that is purchasing the Church of the Ascension and they have offered \$2,640.00 in cash plus an additional \$2,000.00 in cash or a promissory note for transfer of deed to the property. It was agreed that the transaction should be completed on this basis.

b. Mr. Anning responded to questions from the last Council of Trustees meeting on socially responsible investments. The new model for socially responsible investment is to become a shareholder and work within companies to effect change.

c. Mr. Norman reviewed the procedure for working with parishes behind on their apportionments. He presented a revision in the Diocesan policy, a copy of which is attached to the original minutes of this meeting, that would add a new initial step to the procedure and recommended approval of the revised policy. Ms. Crutchfield seconded the recommendation and the revised policy was unanimously approved.

d. Mr. Norman presented a letter from Ken Wold of the YMCA concerning a loan in the amount of \$10,000.00 to Camp Wood and requesting that the loan be forgiven. The Finance Committee recommended tabling the request until all negotiations for Camp 2004 are completed.

e. The Council of Trustees recessed to Executive Session to discuss a personnel matter which is reported in the original minutes of the meeting.

The Council of Trustees recessed for lunch at noon and reconvened at 12:30 p.m. Bishop Wolfe requested that the Administration and Personnel Committee work with the Chancellor to prepare a letter of agreement.

Bishop Wolfe asked the Trustees to thank Ms. Joanne Harrison for the substantial work that she has done in providing landscaping improvements at Bethany Place. The Council of Trustees unanimously agreed that the Bishop and Council of Trustees should provide a letter of gratitude to Ms. Harrison.

Committee reports continued:

6. Mrs. Emory reported for the Communications Committee that the Diocese has contracted with a company named Orion at Kansas State University to develop a new Diocesan website and maintain it for a year. Bishop Wolfe noted that a graphic artist is working to refresh Diocesan stationery and the Diocesan seal.

7. The Bishop reported for the Liturgy, Worship and Music Committee that ordinations to the Diaconate and Priesthood would be held exclusively at Grace Cathedral and that confirmations would be returned to local parishes. He noted that a calendar conference with appropriate Diocesan leaders would be conducted at Bethany Place on June 11.

8. Dean Lipscomb reported for the Congregational Development Committee and presented a draft of a procedural manual that the committee is developing.

9. Bishop Wolfe reported that the Commission on Ministry is in the process of reorganizing and that there will be some changes to improve the process of discernment and ordination, make the process more rigorous and streamline it where appropriate.

Canon Smith reported on deployment issues:

1. The Rev. Kay Dagg will end her tenure at St. Aidan's Church, Olathe, at the end of June 2004.
2. Trinity Church, El Dorado, has called the Rev. Ron Peak from the Diocese of Oklahoma to begin ministry as Rector on July 1, 2004.
3. The Rev. Jim Davis (ELCA) has been called as Interim Pastor at St. Stephen's Church, Wichita.
4. Representatives of St. Matthew's, Newton have been meeting in contemplation of the Rev. Peter Oesterlin's impending retirement.
5. St. Andrew's Church, Emporia, is open.
6. The Rt. Rev. William E. Smalley will end his tenure at St. Philip's Church, Topeka, at the end of May 2004.

Canon Smith reported that services will be conducted at St. Andrew's Church, Fort Scott, on the Saturday evening before Pentecost. Diocesan staff will evaluate restarting a parish at St. Andrew's, possibly as a Mission of St. Peter's Church, Pittsburg. Initially, services will be conducted one time per month while it is determined whether there is sufficient interest in ministry in Fort Scott to support a parish.

Canon Smith reported on Fresh Start leadership training that she recently attended. All clergy new to the Diocese will participate in the Fresh Start program for two years as a way to integrate them into the Diocese.

Bishop Wolfe reported:

1. He received a letter from Douglass Ford thanking the Council of Trustees for the azalea plant they provided during her recuperation.
2. Mr. Harry Denman, who recently suffered a minor stroke, forwarded a letter, a copy of which is attached to the original minutes of this meeting, announcing his resignation from the Council of Trustees effective immediately. On Mr. Denman's recommendation, Ms. Wendy Sheedy of Calvary Church, Yates Center, was unanimously approved to succeed Mr. Denman as a member of the Council of Trustees until the 145th Diocesan Convention.
3. The Bishop's priorities for May and June will be two programs:
 - a. Dinging the Deficit – a fundraising request to restore \$200,000.00 to the Diocesan budget through voluntary contributions. The Council of Trustees unanimously indicated support for this program and pledged to contribute to it.

b. A task force is being formed by the Rev. Canon Sam Criss and Mr. Monte Giddings to evaluate campus ministries at Kansas State University and Kansas University and to make recommendations.

4. In planning for the Diocesan Convention, Bishop Wolfe hopes to be able to discourage the presentation of debatable resolutions which result in statements in the minutes of Convention but no action.

Bishop Wolfe reported on Episcopal actions:

1. Bob Hahns (Permanent Deacon), Zane Willeman (Priest), and Gerald Fry (Permanent Deacon) have been admitted as Postulants for Holy Orders.

2. The Rev. Dr. John Flora has been given notice of his removal as a Priest in the Episcopal Church upon his renunciation of ministry.

3. Bishop Wolfe reported on numerous renunciations of ministry and depositions from other Dioceses.

4. Bishop Wolfe and Ms. Crutchfield met with the Rev. Ron McCrary and Mr. Harold Meador, Christ Church, Overland Park, and received a response to that meeting in the form of a letter which is attached to and made a part of the original minutes of this meeting.

5. Bishop Wolfe presented a letter from the Treasurer of the National Church thanking the Diocese of Kansas for its budget commitment to the National Church budget.

6. Mr. Larry Bingham conducted an investigation into activities at Turner House, Kansas City, in which he concluded that Turner House had experienced significant substandard management practices, none of which amount to willful or knowing wrongdoing. Bishop Wolfe presented a letter from Gerald W. Hall resigning as Executive Director of Turner House effective June 30, 2004.

Mr. Anning requested that Mr. Currie be added as a signator on Diocesan bank accounts and requested the approval of a safe deposit box agreement with UMB Bank. Both requests were approved by consensus.

Bishop Wolfe announced that the next meeting of the Council of Trustees would be on June 15, 2004, at Grace Cathedral and that the Council of Trustees will not meet in July, 2004.

There being no further business to come before the meeting, it was adjourned by Bishop Wolfe with prayer at 1:45 p.m.

L. Franklin Taylor, Clerk