

**MINUTES OF MEETING OF THE  
COUNCIL OF TRUSTEES  
OF THE EPISCOPAL DIOCESE OF KANSAS, INC.**

**December 20, 2017**

The Council of Trustees of the Episcopal Diocese of Kansas, Inc. met at Upton Hall, Bethany Place, Topeka, Kansas, on December 20, 2017. The Very Rev. Foster Mays, President, convened the meeting at 10: 07 a.m. Mr. Larry Bingham reported on his health condition, after which Fr. Mays opened the meeting with prayer and invited members of the Council to participate in the laying on of hands.

Members of the Council of Trustees present were:

Fr. Mays  
Mr. Todd Allison  
The Rev. Sharon Billman  
Mrs. Elizabeth Doll  
Deacon Suzi Drury  
Mr. Jack Dutra  
Mr. Scott Howard.  
The Very Rev. Laurie Lewis  
Mr. Stephen Mann  
Deacon Rex Matney  
The Rev. Andrew O'Connor  
Mrs. Myrline Winkler

Members absent were:

Mr. Tim Flynn  
The Rev. A. Patrick K. Funston

Also present were advisors to the Council of Trustees:

Mr. L. Franklin Taylor, Chancellor and Clerk  
Mr. Larry Bingham, Treasurer.

Also present were:

The Rev. Canon Torey Lightcap, Canon to the Ordinary  
Mrs. Jeanne Atha, Executive Assistant to the Bishop  
Mr. Jay Currie, Comptroller  
The Rev. George Wiley, Canon Pastor  
Mrs. Melodie Woerman, Director of Communications  
Ms. Karen Schlabach, Youth Missioner

The Rev. Casey Rohleder, Co-Chair of the Search Committee for the Tenth Bishop of  
Kansas

Fr. Mays presented the Minutes of the Minutes of November 15, 2017. Deacon Matney moved, seconded by Fr. O'Connor, to approve the Minutes as presented. The motion carried unanimously.

Fr. Mays called on Mr. Bingham for the Treasurer's report. Mr. Bingham deferred to Mr. Currie for a report on the budgeted financial statement for the period ending November 30, 2017. Mr. Currie first requested approval of housing allowances as a percentage of compensation for clergy employed by the Diocese:

The Rev. Canon Torey Lightcap	40%
The Rev. Betty Glover	40%

On motion by Mr. Howard, seconded by Mr. Mann, housing allowances in these amounts were unanimously approved.

Mr. Currie reported a slight budget surplus of \$17,656.97 as of November 30, 2017, and noted that it would probably narrow by year end. That there were delinquent apportionments in the amount of \$122,397.37 of which \$30,599.00 was paid after month-end. He noted that St. Paul's Parish, Kansas City, Kansas, and St. John's Parish, Wichita, will have apportionment shortfalls for the year as previously anticipated. St. Paul's Parish, Leavenworth, appears to be close to paying its full apportionment. He anticipates that the other parishes in the Diocese will pay their full apportionments by year-end.

Fr. Mays presented a request from the Diocese of Virginia for consent to hold an election for a Bishop Suffragan. Mr. Dutra moved, seconded by Deacon Matney that the Council of Trustees, acting as Standing Committee of the Diocese, consent to the election of a Bishop Suffragan by the Diocese of Virginia. The motion carried unanimously.

Mthr. Rohleder reported for the Search Committee. The Diocese is about half way through the nomination period, which expires on January 19, 2018. She described the variety of methods and media being used to publicize the search and noted that the Committee has received some nominations.

Fr. Mays presented a written proposal entitled Final Slate of Candidates: Procedure for Receipt and Announcement, a copy of which is attached to and made a part of these minutes. After some discussion and the addition of June 14, 2018, as a deadline date for submission of the final slate to the Council, Mthr. Lewis moved, seconded by Mthr. Billman, that the Council of Trustees, acting as the Standing Committee of the Diocese, approve the Procedure for Receipt and Announcement. The motion carried unanimously.

Mr. Bingham reported for the Finance Committee which has not met since the prior Council meeting:

- There are no new items requiring attention.
- Mr. Curry and Mr. Bingham met with two lead individuals from Mize Hauser & Co. to review the annual audit, which will be presented to the Council this afternoon.
- The construction report is unchanged from last month. He still anticipates a shortfall of about \$300,000. Sources of funding may include the Church

Extension Fund, which has about \$500,000 in liquid assets and a paid-up life insurance policy with a value of \$300,000.

Fr. Mays presented a proposed Facility Sharing Agreement that has been negotiated by representatives of the Diocese and representatives of Grace Cathedral. After some discussion and modifications to the Agreement, Fr. O'Connor moved, seconded by Deacon Drury, to approve the Facility Sharing Agreement with Grace Cathedral. The motion carried unanimously.

The Council of Trustees recessed at 11:33 a.m. and reconvened at 11:42 a.m. Fr. Mays presented a proposed change to the bylaws of St. John's Parish, Parsons that would reduce the size of the Vestry from seven members to five. Mr. Dutra moved, seconded by Deacon Matney, that the Council of Trustees, acting as the Ecclesiastical Authority of the Diocese, approve the proposed change. The motion carried unanimously with Mthr. Billman abstaining.

Ms. Schlabach presented a written report of Happening #92 and a written summary of Youth Ministry for 2017. She noted that Megacamp registration begins on January 1, 2018, with some discount incentives for early registration.

Fr. Mays presented a written report from the Rev. Gar Demo on the activities of Nourish KC (formerly Episcopal Community Services of Kansas City). Mr. Dutra noted that the St. Paul's Task Force will meet with representatives of Nourish KC and St. Francis Community Services on January 3, 2018.

At noon, Mr. Allison led the Council of Trustees in an Order of Service for Noon Day after which the Council of Trustees recessed for lunch. The Council reconvened at 12:40 p.m.

Mr. Mann reported for the Alleluia Grant Task Force. He noted that the Alleluia Grant program is no longer a pilot program, but is intended to be permanent. The procedure will be like that of prior years except that only one grant will be awarded to a parish in a year.

Mr. Howard reported for the Rev. Betty Glover that the Campus Ministry Council met on December 9, 2017, at St. David's Parish, Topeka. The meeting was attended by 8 members and 2 guests. Mthr. Lewis will be retiring from the Council effective at year end and Mr. Howard will be retiring as chair.

Fr. O'Connor noted that a housing allowance allocation needs to be made for the Rev. George Wiley; that issue will be placed on the agenda for the January meeting.

Ms. Debbie Hedke of Mize Hauser & Co. joined the meeting. She presented a letter describing the audit of corporate financial records, a management letter and the audit report, which includes a qualified opinion from the auditing firm. The opinion is qualified because the Diocese has elected not to value actuarially its obligation for retiree health benefits. This is a decision based on the small size of the organization and is not a cause for concern. After Ms. Hedke described the content of the documents and responded to questions, the Council recessed at 1:28 p.m. The Council of Trustees reconvened at 1:35 p.m.

Canon Lightcap presented the Transition Ministry report:

- St. Michael and All Angels, Mission – Rev. Brent Carey is serving as Interim Rector. An active search will most likely start up after the first of the year, 2018.
- St. Paul's, Clay Center – The Vestry will meet on December 27 to discern a call for The Rev. Kay Dagg.
- St. Andrew's, Derby – in an active search for a part-time priest. Due to the holiday season, they are going to extend their date to receive names to the end of February. They originally wanted to finish accepting names through December 31.
- St. Paul's, Coffeyville, Episcopal Church of the Epiphany, Independence and Episcopal Church of the Ascension, Neodesha – actively searching for a part-time priest to serve their three communities.
- St. Peter's, Pittsburg – actively searching for a part time priest.
- The Rev. Marc McDonald – installed as Rector of St. Andrew's Episcopal Church, Emporia. They chose the feast day of St. Andrew, November 30, to celebrate this occasion.
- A Celebration of New Ministry will be held for The Rev. Casey Rohleder at St. Luke's, Wamego, the night of Thursday, January 25th.

Canon Lightcap presented a request for Letters Dimissory for the Rev. Kevin Huddleston, who has accepted a call to become the Rector of St. John the Divine, Burlington, Wisconsin and the Vicar of Holy Communion Church, Lake Geneva, Wisconsin, effective December 1, 2017. Mthr. Lewis moved, seconded by Fr. O'Connor that the Council of Trustees, acting as the Ecclesiastical Authority for the Diocese approves Letters Dimissory for the Rev. Kevin Huddleston to the Diocese of Fond du Lac. The motion carried unanimously.

Canon Lightcap presented a request for Letters Dimissory received on December 12, 2017, for the Rev Earl Mahan who has accepted a call to become the Priest-In-Charge of St. Luke's Episcopal Church, Manchester, Missouri, received on December 12, 2017. Fr. O'Connor moved, seconded by Mr. Dutra, that the Council of Trustees, acting as the Ecclesiastical Authority for the Diocese approves Letters Dimissory for the Rev. Earl Mahan to the Diocese of Missouri. The motion carried unanimously.

Canon Lightcap reported that mediation requested by St. Stephen's, Wichita, is ongoing. Bishop Milliken and Canon Lightcap have had an initial set of meetings with them. He also reported that mediation requested by Trinity, Atchison is also ongoing. The consultant is finishing up and is actively handing over material to Bishop Milliken.

Canon Lightcap reported that the Very Rev. Steve Lipscomb has announced that he intends to resign as the Dean of the Northwest Convocation effective the end of this year. He will continue his ministry as Dean of Grace Cathedral. It was always Bishop Wolfe's intention to name the Rev. Patrick Funston as the next Dean of the Northwest Convocation. Mthr. Lewis moved, seconded by Fr. O'Connor, that the Council of Trustees, acting as Ecclesiastical Authority of the Diocese, approves the appointment of the Rev. Patrick Funston as Dean of the Northwest Convocation. The motion carried unanimously.

Mthr. Lewis noted that June ordinations by Bishop Milliken are on the Diocesan calendar for June 16, 2018.

Fr. Mays reported that the Search Committee requested clarification of the compensation package for the Tenth Bishop of Kansas as it relates to sabbatical vacation and noted that those issues would be reviewed at a future meeting.

There being no further business to come before the meeting, it was dismissed by Deacon Rex Matney at 2:00 p.m.

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L. Franklin Taylor, Clerk

## Final Slate of Candidates: Procedure for Receipt and Announcement

The intent of this procedure is to articulate in clear terms the expectations of the Council of Trustees, in its capacity as the Standing Committee of the Episcopal Diocese of Kansas, for the Search Committee as it compiles a final slate of candidates from the nomination process for the 10<sup>th</sup> Bishop of Kansas.

Foremost among the Council's concerns is absolute CONFIDENTIALITY about the names of candidates and the process until such time as the Council authorizes the public announcement of the final slate of candidates.

To aid the Council in its review process, it requests a synopsis of the materials submitted by each candidate on the final roster. In addition, the Council requests the Search Committee include, in confidence, its opinion of 1) each candidate's most compelling qualification and 2) the most important concern the Council should be aware of about each candidate on the slate.

It is the Council's intent to approve the slate in its entirety rather than candidate by candidate; however, the Council reserves the right to withhold approval of an individual candidate(s) on the slate if, in the Council's judgment, there is cause to remove a candidate. Such removal will require a 2/3-majority of the Council. The intent of this provision is not to second guess the diligent work of the Search Committee, but to provide for the expression of dissent in the Council should the need arise.