

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

December 19, 2018

The Council of Trustees of the Episcopal Diocese of Kansas, Inc. met at Upton Hall, Bethany Place, Topeka, Kansas, on December 19, 2018. The Very Rev. Foster Mays, President, convened the meeting at 10: 06 a.m. with prayer, after requesting prayer concerns to expressed during the noonday liturgy.

Members of the Council of Trustees present were:

Fr. Mays
The Rev. Sharon Billman
Deacon Suzi Drury
Mr. Jack Dutra
Mr. Tim Flynn
Mr. Scott Howard
The Very Rev. Laurie Lewis
Mr. Stephen Mann
Deacon Rex Matney
The Rev. Andrew O'Connor
The Rev. Casey Rohleder
Mrs. Myrline Winkler

Absent were:

Mr. Todd Allison
Mrs. Elizabeth Doll

Also present as advisors to the Council of Trustees:

Mr. L. Franklin Taylor, Chancellor and Clerk
Mr. Brian Geary, Treasurer

Also present were:

The Rev. Cathleen Chittenden Bascom, Bishop-Elect of the Diocese
The Rev. Canon Torey Lightcap, Canon to the Ordinary
Mrs. Jeanne Atha, Executive Assistant to the Bishop
Mr. Jay Currie, Comptroller
Ms. Karen Schlabach, Youth Missioner and Interim Campus Missioner
The Rev. George Wiley, Canon Pastor
Mrs. Melodie Woerman, Director of Communication
The Rev. Mary Siegmund, Co-Chair of the Transition Committee for the Tenth Bishop of

Kansas

Fr. Mays presented the Minutes of November 14, 2018. Fr. O'Connor offered a correction. Mthr. Rohleder moved, seconded by Mr. Flynn, to approve the Minutes as corrected. The motion carried unanimously.

Fr. Mays called on Mr. Currie for the Treasurer's report. Mr. Currie first reported on housing allowance requests for clergy employed by the Diocese. Mr. Dutra moved, seconded by Deacon Matney, that the 2019 housing allowance for the Rev George Wiley be set at \$4,800.00. The motion carried unanimously. Mr. Mann moved, seconded by Mthr. Lewis that the 2019 housing allowance for the Rev. Canon Torey Lightcap be set at 40% of his stipend and housing compensation. Mr. Currie noted that a similar action will need to be completed for Bishop-elect Bascom before she receives compensation in 2019.

Mr. Currie next reported on the budgeted financial statement for the period ending November 30, 2018. He noted that apportionments were under budget at the end of the reporting period by \$193,125.96, due, in part, to timing issues and, in part, to parish deficiency issues that have been discussed in prior meetings. He observed that \$27,614.7 was paid after month end. He also reviewed expenditures and noted specifically that differences in the line items for Campus Ministry and Youth Ministry offset due to changes in structure in those areas. He also noted savings on the line item for Office of the Bishop. He projects that the year will end with a negative balance of \$40 to \$45,000.00. He said that financial statements for 2019 will be reformatted to include a balance sheet.

Mthr. Lewis initiated a discussion of delinquent apportionments, focusing specifically on St. James Parish, Wichita, and Trinity Parish, Lawrence. She noted that when a parish draws on its endowment to pay apportionment, it is penalized in the computation future apportionments; she suggested that the Council consider recommending an exemption from the apportionment base for a draw on parish endowment to pay current apportionment.

Fr. Mays presented requests for consent to episcopal elections:

- Fr. O'Connor moved, second by Mr. Dutra, that the Council of Trustees, acting as Standing Committee of the Diocese, consent to the election of the Rev. Jennifer Anne Reddall as Bishop Diocesan of the Diocese of Arizona. The motion carried unanimously.
- Mother Lewis moved, second by Mthr. Rohleder, that the Council of Trustees, acting as Standing Committee of the Diocese, consent to the election of the Rev. Kimberly D. Lucas as Bishop Diocesan of the Diocese of Colorado. The motion carried unanimously.
- Deacon Matney moved, second by Mr. Dutra, that the Council of Trustees, acting as Standing Committee of the Diocese, consent to the election of the Rev. Mark David Wheeler Eddington as Bishop in Charge of the Convocation of Episcopal Churches in Europe. The motion carried unanimously.

Fr. Mays reported that the election of Bishop-Elect Bascom has received consents of a majority of the Bishops exercising jurisdiction and a majority of the Standing Committees in The Episcopal Church.

Mthr. Siegmund presented an update from the Transition Committee, which is working on several issues relating to the Consecration of Bishop-Elect Bascom. The Committee is working on:

- Mr. David Schlomer, co-chair of the Transition Committee, is raising funds for Consecration gifts, with a goal of \$7-8,000.00 of the \$10,-15,000.00 that will be needed.
- Security (although there is no articulated threat) to accommodate the Presiding Bishop's presence and the visibility of the activity.
- She presented an updated itinerary of events following the Presiding Bishop's customary.
- She noted that some events would be held at the newly opened Cyrus Hotel, named for Cyrus Holiday, one of the founders of Grace Church (now Grace Cathedral) in Topeka.

Bishop-Elect Bascom noted that the liturgical structure of the Consecration, including participation by the Council of Trustees, is still being considered.

Mr. Geary reported for the Finance Committee, which met on Wednesday of last week:

- The Committee requests that the Rev Sarah Stewart be added to the committee. Mthr. Lewis moved, seconded by Fr. O'Connor, that the Council of Trustees, as Ecclesiastical Authority of the Diocese, appoint Mthr. Stewart to the Finance Committee. The motion carried unanimously.
- Mr. Geary, Canon Lightcap and Mr. Currie met with the Rev. Rob Baldwin and the Senior Warden of Trinity Parish, Lawrence, to discuss the parish's delinquent apportionment. He feels that they have a good plan of action. He will be working with other congregations on this issue as well.

Bishop-Elect Bascom suggested that she would utilize a Council of Deans consisting of the Convocation Deans, the Dean and Dean Emeritus of the Cathedral, the Dean of Bishop Kemper School for Ministry, the Archdeacons and the Canon to the Ordinary, for advice. M

The Council of Trustees recessed at 11:25 a.m. and reconvened at 11:35 a.m. Ms. Schlabach reported on Campus Ministry:

- At Canterbury KSU, the waterline is being repaired (to be financed with program resources). The basement bedroom (for a program assistant) is finished and two (or more) students will live in the house next year.
- Canterbury House KU is scheduled for painting next week, to be funded from the Red Door Campaign endowment fund). A program assistant has resigned, and another has been designated. Two students will live in the house next year. The Rev. Rob Baldwin, on behalf of Trinity Parish, Lawrence, will conduct a Sunday evening service at the house beginning in February.
- Photo Christmas cards have been sent from both houses.
- Program assistants are off for the holidays.
- A Mini Miqra is scheduled for Campus Ministry 24 hours before the Youth Ministry Miqra event.
- She is working on an Alternate Spring Break mission trip to St. Louis.

Ms. Schlabach also reported on Youth Ministry:

- The formation team is working on Miqra and Mini Miqra.
- Megacamp registration begins online on January 1, 2019.
- The Alaska Mission Trip, scheduled for July 23-30, 2019, has nine youth, college, and Campus Ministry staff and parents registered and Ms. Schlabach is working with the Rev Betty Glover on planning.
- Spring and summer Parish Packets will be mailed after New Year's.
- She met last week in Puerto Rico with Youth Ministry Network Leaders.
- She has volunteered for the Episcopal Youth Event 2020 Training Team.

Ms. Schlabach presented the Safe Church Policy with modifications discussed at the last Council of Trustees meeting. Mthr. Billman moved, seconded by Deacon Drury that the Council of Trustees adopt the Safe Church Policy (with deviations from The Episcopal Church's recommended policy listed in the minutes of the November 14, 2018, meeting, to be effective for all parishes, institutions and congregations in the Diocese effective January 1, 2019. The motion carried unanimously.

Mthr. Billman reported on the regional confirmation in the Southeast Convocation. There were eight confirmations, one reception and one reaffirmation of faith.

Fr. Wiley reported on his activities as Canon Pastor:

- He represented the Diocese in Western Kansas at the Ordination and Consecration of the Rt. Rev. Mark Cowell.
- He attended the diaconal ordination in Great Bend of a student at Bishop Kemper School for Ministry.
- He regularly contacts retired clergy and surviving spouses who are alone at this time of year.

Ms. Schlabach presented written reports on Youth Tide! 2018 and Youth and Campus Ministry Activities in Parishes for the year.

At 12:05 p.m., Mr. Mann led the Council of Trustees in an Order of Service for Noonday. The meeting continued with Canon Lightcap's report:

- Church of the Covenant, Junction City, is searching for a Priest-in-Charge. Their OTM portfolio is now available online and they are in recruitment mode. They have done one initial interview at the Diocesan level with follow-up needed and have taken a few other resumes.
- The OTM profile for St. Michael and All Angels, Mission, is now available with parish profile at end of year and recruitment is underway. In the early going prior to the deadline closing, they have around 13 who have expressed an interest in the position or whose names are being checked.
- Grace Cathedral, Topeka, is in interim mode. They are setting teams for Search and Profile. They plan to begin the search process in earnest after their Annual Meeting and Vestry election.
- The Rev. Helen Hoch continues to offer supply at Grace, Chanute, as the community discerns next steps.
- St. Margaret's, Lawrence, is now offering its OTM profile and accepting/reviewing names while continuing with the Rev. Charles Granger as a *Locum Tenens* priest. They have conducted one interview at the Diocesan level.

- St. Paul's, Leavenworth, continues in development with search committee and profile creation.

Canon Lightcap also reported that, in the recent diocesan construction project, the City of Topeka required that they work with only one entity. Therefore, for the purposed of the project, Grace Cathedral issued a quitclaim deed to the Diocese. To close out the project, both entities are now looking at what is required to replat the property under the reality of the new buildings, utilities, and so on. Junk Architects will be meeting with Cook, Flat and Strobel Engineers to examine possibilities and will bring them to the cathedral and diocesan Chancellors and other leadership in 2019.

He reported that he recently attended a transition ministry conference for Provinces 5, 6 and 7 at which were shared names of priests available for new calls and open congregations. The ratio of available congregations to priests was about 2:1.

Finally, he noted that Ms. Ashley Mather will graduate from seminary in 2019 and will intern as a curate at Grace Cathedral. He noted that the Diocese has graduates scheduled for 2020 and 2021 and that these placements would be economically more difficult.

Bishop-Elect Bascom requested prayers for her husband and family. She noted that Tim is exploring what his vocation might look like as they move to Kansas for her Episcopate. She also reported that, since the episcopal election, she has received a contract for a novel she has written.

Mrs. Woerman reported on a Project Resource 3-day training seminar attended by five members of Diocesan staff.

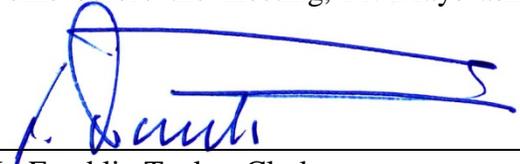
Fr. Mays reported that he had provided a Letter of Good Standing to the Diocese of Oklahoma for the Rev. Gerald Etycheson on December 11, 2018. He also presented a request for approval of a change in bylaws for St. Paul's, Leavenworth. The change would change the timing of the parish's annual meeting (to be consistent with Diocesan Canon), change the quorum for the annual meeting, reduce the size of the Vestry and modernize archaic and androcentric language. The Chancellor noted that the proposed changes are consistent with Diocesan and General Canons. Mthr. Lewis moved, seconded by Fr. O'Connor, that the Council of Trustees, as the Ecclesiastical Authority of the Diocese, authorize the proposed changes. The motion carried unanimously,

Fr. Mays requested, on behalf of Epiphany Parish, Sedan, authority to sell real estate formerly used by St. Matthew's Parish, Cedar Vale and specifically requested (1) consent to sale of the property, (2) authority to deconsecrate the property and (3) approval of a real estate listing at \$19,500.00. Fr. O'Connor moved, seconded by Mr. Dutra, that the Council of Trustees, as Ecclesiastical Authority and Standing Committee of the Diocese, consent to alienation of the property and, as Ecclesiastical Authority of the Diocese, authorize deconsecrating of the property. The motion carried unanimously. Mr. Dutra moved, seconded by Deacon Matney, to authorize listing of the property for \$19,500, with a sale subject to the approval by the Council of Trustees. The motion carried unanimously.

The Council of Trustees recessed at 1:00 p.m. for lunch and reconvened at 1:40 p.m., at which time the Council recessed to executive session to discuss matters relating to personnel.

The Council returned from Executive Session at 2:10 p.m. Mthr. Lewis explained that the parishes in the Southwest Convocation recently purchased an advertising package at a YMCA charitable auction. She will be asking the Bishop-Elect and the Presiding Bishop (when he is in the Diocese for the Ordination and Consecration of the Bishop) to participate.

There being no further business to come before the meeting, Fr. Mays asked Deacon Matney to dismiss the meeting at 2:15 p.m.



L. Franklin Taylor, Clerk