

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

**March 21, 2018**

The Council of Trustees of the Episcopal Diocese of Kansas, Inc. met at Bethany Place, Upton Hall, Topeka, Kansas, on March 21, 2018. Mr. Scott Howard convened the meeting at 10:05 a.m. with prayer.

Members of the Council of Trustees present were:

The Rev. Sharon Billman  
Mr. Todd Allison  
Mrs. Elizabeth Doll  
Deacon Suzi Drury  
Mr. Jack Dutra  
Mr. Tim Flynn  
The Very Rev. A. Patrick K. Funston  
Mr. Scott Howard  
Mr. Stephan Mann  
The Rev. Andrew O'Connor  
Mrs. Myrline Winkler

Council members absent:

The Very Rev. Foster Mays, President  
The Very Rev. Laurie Lewis  
Deacon Rex Matney

Advisor to the Council of Trustees Mr. L. Franklin Taylor, Chancellor and Clerk-Absent

Also present were:

The Rev. Canon Torey Lightcap, Canon to the Ordinary  
Mrs. Jeanne Atha, Executive Assistant to the Bishop  
Mrs. Melodie Woerman, Director of Communications  
The Rev. George Wiley, Canon Pastor  
Mr. Jay Currie, Comptroller  
Ms. Karen Schlabach, Youth Missioner, Interim Campus Missioner  
The Rev. Casey Rohleder, Co-Chair of the Search Committee for the Tenth Bishop

of Kansas.

The Rev. Mary Siegmund, Co-Chair of the Transition Committee for the Tenth Bishop of Kansas.

Mr. Mike Morrow, Member of Transition Committee for the Tenth Bishop of Kansas.

The Rt. Rev. Michael Milliken, Assisting Bishop (arrived at 11:45 a.m.)

Mr. Howard presented the Minutes of the Meeting of February 21, 2018. Mr. Tim Flynn moved, Mrs. Elizabeth Doll seconded the minutes of February 21, 2018 be approved as corrected.

Mr. Howard called on Mr. Jay Currie for the Treasurer's report. Several parishes' apportionment was received after February 28, 2018. St. Paul's, Kansas City; Trinity, Atchison; St. Paul's, Leavenworth and St. John's, Wichita, are behind and have been contacted.

The Rev. Mary Siegmund, Co-Chair of the Bishop's Transition Committee and Mr. Mike Morrow reported the current focus is on three areas; Walkabouts, Electing Convention, and Consecration weekend. Walkabout proposal: candidates will arrive on October 1, 2018, and depart Saturday October 6, 2018. Walkabouts will be scheduled in each convocation. A handout was distributed with proposed time frames for each day.

A proposed outline of the electing convention at Grace Cathedral was distributed, with clergy and delegate registration on Thursday evening. Voting devices will be distributed from 8:00 a.m. to 9:00 a.m. on Friday morning, with Morning Prayer at 9:00 a.m. and opening session at 9:30 a.m. Lunch for clergy and delegates will be served in the Great Hall of Grace Cathedral at noon. Guests and visitors will be at the Capital Plaza, and will view the voting via live streaming. A Eucharist is planned at approximately 4:30 p.m. at the Cathedral, with Social Hour following at the Capital Plaza. Types of voting options were presented. A bid from Option Technologies proposes a handheld device would be deployed where votes will go directly to computer with instant results. One person from Option Technologies will be on hand during the election. Cost \$4,438.00 plus travel and expenses. Fr. Patrick Funston moved, and Jack Dutra seconded, to go with Option Technologies, motion carried

Fr. David Kent will Co-chair the Consecration Weekend. More on that later.

The Rev. Mary Siegmund will attend the April Council of Trustees meeting to provide more details of the Communication Plan.

The Rev. Canon Torey Lightcap, Canon to the Ordinary, announced that Ms. Michael Funston had been appointed Associate for Youth and Campus Ministry effective April 16, 2018. The Rev. Casey Rohleder, Co-Chair of the Bishop's Search Committee, asked if Ms. Funston could remain on the Search committee now that she is soon to become a member of the Diocesan staff. Fr. Andrew O'Connor moved, Mr. Todd Allison seconded that she be invited to remain on the search committee. Motion carried, with one abstention.

Video interviews with each applicant, asking them specific questions, and giving them an opportunity to ask the interview team questions, have been completed. Several have been invited to the retreat, June 8-11, 2018, and will be assigned a shepherd in a pastoral role.

The Council of Trustees will be provided with final list of candidates on June 14, 2018, with picture, OTM profile, résumé, biography, etc. The Council of Trustees will then discuss and vote on this list at their June 20, 2018 meeting. A news release will follow, by various means, throughout the diocese and the Episcopal Church.

The Council recessed for a 15-minute break.

Finance Committee report was given by Mr. Jack Dutra. He reported that the diocese has received a loan on the life insurance policy for \$273,000.00. At this time it is anticipated that the total shortfall on the recent construction process will be about \$350,000.00. At present it is anticipated that \$323,000.00 of outstanding Crossroad campaign pledges will be received. The Finance Committee recommends the Council of Trustees memorialize the commitment of the Crossroads Campaign pledges to the debt service of this loan. Council of Trustees concurred.

A contract is pending on Bishop Wolfe's house in Lawrence. After settlement it is expected the Diocese will net about \$108,000.00. The committee has voted to place these funds in the Church Extension Fund in anticipation of the need to supplement the 10<sup>th</sup> Bishop of Kansas's likely purchase of a residence.

The Finance committee recommended a discussion of impaneling the Administrative and Personnel Committee be placed on the March 21, 2018 Council of Trustees agenda.

At 12:08 pm., Deacon Suzi Drury led the Council of Trustees in an Order of Service for Noonday after which the Council of Trustees recessed for lunch.

Ms. Karen Schlabach, Youth Missioner & Interim Campus Missioner, provided written reports on Miqra, Youth Music Weekend, and Youth ReCharge. She reported that Abby Zimmerman and Kirsten Lee will remain as Campus Ministry Interns through the summer. She also reported the name change to Canterbury House of Lawrence. The Campus Ministry Council will meet March 24, 2018. A youth from the Diocese of Kansas (Province 7) has been selected to attend the 2018 General Convention.

Clergy Transition Report and other reports were given by The Canon to the Ordinary, Torey Lightcap.

- ◆ St. Andrew's, Derby – members of its priest search team met on Monday with Fr. Mike Loyd, and Fr. Andrew O'Connor. Discussion followed on sharing Fr. Loyd between Good Shepherd and St. Andrew's.

- ◆ Church of the Epiphany, Independence, and Ascension Episcopal Church, Neodesha – actively searching for a part-time priest to serve their communities. They have recently decided to search independently from St. Paul's, Coffeyville.

- ◆ St. Peter's, Pittsburg – still actively searching for a part-time priest. Looking to possibly use the services of a local retired Lutheran pastor to help get some fill-in support for now.

- ◆ St. Michael's and All Angels, Mission – Canon Lightcap had an initial meeting with the newly formed search team for their next Rector. There is a lot to be done to get the team ready to start its work, including orientation to the process and administering and interpreting the Church Assessment Tool for the profile building part of the process.

- ◆ St. Margaret's, Lawrence – decided for part-time priestly services instead of full-time interim services, in order to support its financial ability to be completely on its feet by the time it goes into its next Rector search in earnest.

- ◆ Two possible post-internship placements for Bianca Elliott and Katie Knoll Lennon to be discussed by the Convocation Deans and report at April Council of Trustees meeting.

- ◆ Deacon David Butler (Independence & Neodesha) has written to offer his resignation as Deacon serving those congregations. Inactive after mid June 2018. Canon Lightcap suggested that given Deacon Butler's situation, he be considered inactive. Council affirmed.

- ◆ Enabling resolution from Trinity, Atchison, presented on behalf of Frank Taylor, Chancellor to approve proposed Endowment & Investment Fund Policies and Guidelines. New bylaws were created to reflect current best practices and to stress ultimate oversight by Vestry to manage its endowment. Mr. Tim Flynn moved, Mr. Stephan Mann seconded, motion carried.

- ◆ Celebration of new building has been canceled for the time being. Looking at maybe on Pentecost.

Mr. Scott Howard asked for approval of transfer of Letters Dimissory for The Rev. Betty Glover, to the Diocese of Alaska. Deacon Suzi Drury moved, the Rev. Sharon Billman seconded. Motion carried.

Consent to sending Letters Dimissory for The Rev. Clay Calhoun to the Episcopal Diocese of Tennessee. Fr. O'Connor moved, Mr. Jack Dutra seconded, motion carried.

Consent to granting Licenses to Officiate to The Rev. Mary Ann Garde (Diocese of Long Island) at Trinity, Atchison. The Rev. Patrick Funston moved, seconded by Fr. Andrew O'Connor. Motion carried.

The Council recessed for 15 minutes.

The Council went into Executive Session at 1:50 pm. and returned at 2:20 pm.

Fr. Andrew O'Connor moved, Mr. Jack Dutra seconded that a Task Force consisting of Mr. Scott Howard, Mr. Tim Flynn, and Mr. Todd Allison be authorized to do research on Administration and Personnel Policies, with recommendations, and report back to the Council of Trustees at the April 2018 meeting. Motion carried.

Fr. Andrew O'Connor offered the closing prayer.

Meeting adjourned at 2:30 pm.

The Rev. Sharon L. Billman, Deputy Clerk