

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

May 16, 2018

The Council of Trustees of the Episcopal Diocese of Kansas, Inc. met at Upton Hall, Bethany Place, Topeka, Kansas, on April 18, 2018. The Very Rev. Foster Mays, President, convened the meeting at 10:04 a.m. with prayer.

Members of the Council of Trustees present were:

Fr. Mays
Deacon Suzi Drury
Mr. Jack Dutra
Mr. Tim Flynn
The Very Rev. Laurie Lewis
Mr. Stephen Mann
Deacon Rex Matney
The Rev. Andrew O'Connor

Members absent were:

Mr. Todd Allison
The Rev. Sharon Billman
Mrs. Elizabeth Doll
The Very Rev. A. Patrick K. Funston
Mr. Scott Howard.
Mrs. Myrline Winkler

Also present as an advisor to the Council of Trustees:

Mr. L. Franklin Taylor, Chancellor and Clerk

Also present were:

The Rt. Rev. Michael P. Milliken, Assisting Bishop of the Diocese of Kansas
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
Mrs. Michael Funston, Associate for Youth and Campus Ministry
Mrs. Melodie Woerman, Director of Communication
The Rev. Casey Rohleder, Co-Chair of the Search Committee for the Tenth Bishop of Kansas
The Rev. Elizabeth Montes, Mrs. Shirley Orr and Mr. Scott Orr presented information about the ministry of St. John's Parish, Wichita.

Mrs. Elizabeth Doll joined the meeting at 10:27 a.m. Mthr. Montes, Mrs. Orr and Mr. Orr concluded their presentation and answered question from Council members. There followed

a brief discussion. Canon Lightcap noted that he and Fr. Mays would be at St. John's next Wednesday.

Fr. Mays presented the Minutes of April 18, 2018. Mthr. Lewis moved, seconded by Deacon Drury, to approve the Minutes as presented. The motion carried unanimously.

Fr. Mays called on Mr. Currie for the Treasurer's report. Mr. Currie reported on the budgeted financial statement for the period ending April 30, 2018. He noted that apportionment collected was under budget by about \$77,450.15 and commented on several parishes are delinquent in their apportionment to date for 2018:

- Trinity, Atchison (he talked with Fr. Hullinger, who noted that the Treasurer was not cognizant of this responsibility)
- St. Paul's, Kansas City Kansas
- St. Paul's, Leavenworth (the parish prepaid some expenses associated with Fr. Munro's retirement and expects to catch up; their goal is 90%)
- St. Francis, Overland Park (their pattern is to pay in a lump sum)
- Ascension, Neodesha (their pattern is to pay in a lump sum)
- St. Jude's, Wellington (expects to catch up)
- St. John's, Wichita

He has still made no draw on the Diocesan endowment this year. Other expenses are generally on track except for timing issues. He noted new subheadings under item 140 (Office of the Bishop) to clarify search expenses. He is optimistic that the financial statements are on track with the budget and will essentially balance by year end. There was a brief discussion about separating utility expenses for the Diocese and Grace Cathedral. He observed that this is not an issue because most services are metered separately.

The Council of Trustees recessed at 10:58 a.m. and reconvened at 11:06 a.m.

Mthr. Rohleder reported for the Search Committee. Background checks and reference checks are being completed on candidates. The Committee will hold a Discernment Retreat for finalists on June 6-8 in Wichita. The Committee will meet on Friday, June 15 to discern a final slate and will present standardized information about the candidates selected. She expects the Council of Trustees to be able to approve the slate at its June 20 meeting. There followed a discussion about a public announcement of the Committee's slate of candidates.

Mthr. Lewis moved, seconded by Mr. Dutra, that the Search Committee provide an online link to convey its slate to the Council of Trustees on June 15; that the Council of Trustees vote on the slate on June 20 and allow Search Committee shepherds to notify candidates on that date; and that the slate be published at 4:00 p.m. on June 21.

The Rev. Mary Siegmund, Mr. David Schlomer and Mr. Mike Morrow reported for the Transition Committee. Mr. Schlomer presented the Committee's Communications Plan. Mr. Morrow presented a proposal for the Candidate Walkabout on October 1-6, 2018. He noted that the Committee expected to contract with Village Tours to provide transportation for the Walkabout and that transportation, meals and hotels for candidates, spouses and shepherds are budgeted by the Committee to cost \$5,100.00. Mthr. Lewis moved, seconded by Mrs. Doll, to approve the Transition Committee's Walkabout Proposal and its budget of \$5,100.00 for this event. The motion carried unanimously.

Mthr. Siegmund reported on the electing convention and noted that the election of the Tenth Bishop of Kansas should be completed before other business begins. Both Bishop Milliken and the Chancellor noted that the election of the Tenth Bishop of Kansas should be conducted as a part of the 159th Convention of the Diocese, so the voting lay delegates will be those currently elected by parishes to the 159th Convention.

At 12:00 p.m., Deacon Drury led the Council of Trustees in an Order of Service for Noonday after which the Council of Trustees recessed for lunch. The Council reconvened at 12:35 p.m.

The Council of Trustees recessed at 1:30 p.m. and reconvened at 1:35 p.m.

Fr. Mays asked Fr. O'Connor to present his revised proposal for the nomination of candidates for the Tenth Bishop of Kansas by petition after the Search Committee slate is presented. Mthr. Lewis moved, seconded by Mr. Mann to approve acquisition of the email kansaspetitionprocess@gmail.com to receive nominations by petition. The motion carried unanimously. After further discussion, Fr. O'Connor moved, seconded by Mr. Dutra to adopt the protocol for nomination by petition and to include it as an attachment to these minutes. The motion carried unanimously.

Mr. Currie reported that the Finance Committee met last week and discussed the closing of the bridge loan for the recently completed building project, which will probably not be completed by the end of the month. He should have a rough draft of the Diocesan Mission Plan to the Committee for review next week.

Mr. Flynn reported for the Administration and Personnel Task force consisting of himself, Mr. Scott Howard and Mr. Allison. They are working on a revised Human Resources Manual for the Diocese and expect to have a draft for the next Council of Trustees meeting.

Fr. O'Connor presented a proposed canonical amendment that would insert a new Canon IV.7—Of Restoring Congregational Health and renumber the existing Canon IV.7 and Canon IV.8 and revise it slightly. The purpose of the proposal is to provide Diocesan intervention to preserve congregational health at a time at which it could be effective. After discussion and some minor editing Fr. O'Connor moved, seconded by Mr. Dutra, to incorporate the revised proposed amendment by attachment to these minutes and to forward it to the Committee on Constitution and Canons for presentation to the 159th Convention. The motion carried unanimously.

The Council of Trustees recessed to Executive Session at 2:07 to discuss personnel matters referred by the Commission on Ministry. The Council of Trustees returned from Executive Session at 2:30 p.m. Fr. O'Connor moved, seconded by Mr. Mann, that the Council of Trustees, as Ecclesiastical Authority of the Diocese, approve Deacon Catherine Shield as a candidate for ordination to the priesthood. The motion carried with eight affirmative votes and one abstention. Mthr. Lewis moved, seconded by Deacon Matney, that the Council of Trustees, as Ecclesiastical Authority of the Diocese, approve Deacon Catherine Shield for ordination on June 23, 2018, upon receipt of satisfactory supporting documentation. The motion carried with eight affirmative votes and one abstention. Fr. O'Connor moved, seconded by Mr. Dutra, that the Council of Trustees, as Ecclesiastical Authority of the Diocese, approve Ms. Kathryn Swain for ordination to the transitional Diaconate. The motion carried unanimously.

Ms. Schlabach presented written reports on New Beginnings and Megacamp Registration. She requested a correction to a clerical error in the 2018 Campus Ministry budget. Mthr. Lewis moved, seconded by Fr. O'Connor, to approve an adjustment to the 2018 Campus Ministry Budget to account for employment taxes. The motion carried unanimously. Ms. Schlabach next requested a cost of living adjustment to Campus Ministry Program Assistants' salaries from \$1,000 per month to \$1,200 per month. Mthr. Lewis moved, seconded by Mr. Dutra, to approve this adjustment. The motion carried unanimously. Ms. Schlabach next requested a budget adjustment to permit the cheapest available health insurance plan to be provided to Campus Ministry Program Assistants unable to qualify on their parents' health insurance. Mthr. Lewis moved, seconded by Mrs. Doll, to approve this request; the motion carried unanimously.

Mr. Dutra reported on life and safety issues identified in the building inspection at St. Paul's, Kansas City. The Council has requested that the parish report correction of these issues within 60 days.

Canon Lightcap presented a clergy transition ministry report:

- St. Andrew's, Derby – as previously reported, this congregation continues to track toward a priest-share agreement with Rev. Mike Loyd at this time. Search committee has referred him to Vestry and he meets with Vestry a week from tomorrow.
- Episcopal Church of the Epiphany, Independence and Episcopal Church of the Ascension, Neodesha – still actively searching for a part-time priest to serve these two communities.
- Church of the Covenant, Junction City – Rev. David Jenkins has offered resignation following a period of discernment and the development of a long-range plan for church growth. The congregation has decided to look for a three-year Priest-In-Charge agreement paying full-time salary and benefits and offering a rectory.
- St. Peter's, Pittsburg – still actively searching for a part time priest. The Rev. David Jenkins will be in touch with them, and they are now planning a visit.
- Saint Michael and All Angels – the Rector search team has been looking at sample parish search and Office of Transition Ministry profiles and is preparing to utilize the Church Assessment Tool.
- St. Margaret's, Lawrence – a proposed Letter of Agreement will be presented to the Council of Trustees today.
- St. Paul's, Leavenworth - a proposed Letter of Agreement will be presented to the Council of Trustees today.
- Grace Cathedral, Topeka - the work of the interim search team continues. This group has scheduled to meet with an experienced interim priest on May 29. (If it can be worked out, this will be the person's tenth interim assignment). Grace has provided for summer services with Rev. Tom Baker as supply. A proposed Letter of Agreement for the Rev. George Pejakovich will be presented to the Council of Trustees today.

Canon Lightcap also commented on other matters:

- His recent visit to the two seminarians who are currently in residential seminaries out of state: Ashley Mather and her husband Taylor, at Virginia Theological Seminary in Alexandria, Virginia; and Jennifer Allen at General Theological Seminary in New York City. Jennifer is finishing her Junior (first) year at General and is doing very well –

performing solidly in that academic setting and assisting in the community's worship life as a sacristan. Ashley, who's finishing her Middler year, is also doing well while at VTS: she has been elected Senior class president and is clearly excelling.

- Placements of three new priests and one deacon:
 - a. Deacon Diane Kruger – to be placed at St. Stephen's, Wichita, following a field-placement year at St. James, Wichita.
 - b. Mike Loyd – sharing time between Good Shepherd and St. Andrew's, Derby.
 - c. Katie Knoll Lennon – should be given an opportunity to interview at Covenant, Junction City, if timing allows; she needs full-time employment and has been authorized by Canon Lightcap to search outside the Diocese of Kansas.
 - d. Bianca Elliott – to be placed at Trinity, Lawrence, under the mentorship of Fr. Rob Baldwin.

Mthr. Lewis moved, seconded by Fr. O'Connor, that the assignment of Deacon Diane Kruger to St. Stephen's Parish, Wichita, be approved by the Council of Trustees acting as Ecclesiastical Authority of the Diocese. The motion carried unanimously. Fr. O'Connor moved, seconded by Mr. Dutra, that the curacy of the Rev. Bianca Elliott be moved by the Council of Trustees acting as Ecclesiastical Authority of the Diocese to Trinity Parish, Lawrence. The motion carried unanimously.

Deacon Matney moved, seconded by Mr. Mann, that the Council of Trustees, as Ecclesiastical Authority of the Diocese appoint each Mr. Larry Bingham and Deacon Monte Giddings to another term on the Board of Trustees of the Bishop Kemper School for Ministry.

Mr. Dutra moved, seconded by Deacon Matney, that the Council of Trustees, as Ecclesiastical Authority of the Diocese, accept the Commission's unanimous recommendation not to admit one other candidate to postulancy. The Commission on Ministry recommended admission of Karen Schlabach to postulancy for holy orders (to the Order of Presbyters). Deacon Matney moved, seconded by Mthr. Lewis, that the Council of Trustees, as Ecclesiastical Authority of the Diocese accept this recommendation. The motion carried unanimously. The Commission on Ministry recommended admission of Mr. Ryan Willis of St. Peter's Parish, Pittsburg, to postulancy for holy orders (to the Order of Presbyters). Mthr. Lewis moved, seconded by Deacon Matney, that the Council of Trustees, as Ecclesiastical Authority of the Diocese accept this recommendation. The motion carried unanimously.

Canon Lightcap presented a proposed Letter of Agreement between Grace Cathedral for the Rev. George Pejakovich to assume increased responsibility in the interim between Deans. Mrs. Doll moved, seconded by Mr. Dutra, that the Council of Trustees, as Ecclesiastical Authority of the Diocese approve the Letter of agreement. The motion carried unanimously.

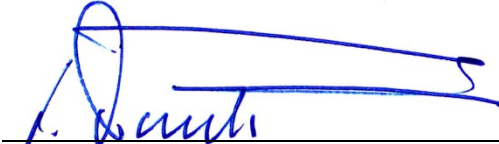
Canon Lightcap presented a proposed Letter of Agreement between St. Margaret's Parish, Lawrence, for the Rev. Charles Granger as *Locum Tenens* to perform significant interim work beginning June 1, 2018, until the arrival of a new Rector. Deacon Matney moved, seconded by Mrs. Doll, that the Council of Trustees, as Ecclesiastical Authority of the Diocese approve the Letter of agreement. The motion carried unanimously.

Fr. O'Connor moved, seconded by Deacon Matney that Fr. Granger's license to officiate in the Diocese be renewed until March 1, 2019. The motion carried unanimously.

Canon Lightcap presented a proposed Letter of Agreement between St. Paul's Parish, Leavenworth, for the Rev. Steve Lipscomb as interim pastor from June 15, 2018 through June 14, 2019 or the earlier arrival of a new Rector. Deacon Drury moved, seconded by Mthr. Lewis, that the Council of Trustees, as Ecclesiastical Authority of the Diocese approve the Letter of agreement. The motion carried unanimously.

Fr. Mays noted that the Council of Trustees congratulates Bishop Elect Mark Cowell on his election as Bishop of Western Kansas.

There being no further business to come before the meeting, Fr. Mays adjourned with prayer at 4:05 p.m.



L. Franklin Taylor, Clerk