

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

**September 19, 2018**

The Council of Trustees of the Episcopal Diocese of Kansas, Inc. met at Upton Hall, Bethany Place, Topeka, Kansas, on September 19, 2018. The Very Rev. Foster Mays, President, convened the meeting at 10: 02 a.m. with prayer.

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  
The Very Rev. A. Patrick K. Funston  
Mr. Scott Howard.  
The Very Rev. Laurie Lewis  
Mr. Stephen Mann  
Deacon Rex Matney  
The Rev. Andrew O'Connor  
Mrs. Myrline Winkler

Absent was:

Mr. Tim Flynn

Also present as advisors to the Council of Trustees:

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

Also present were:

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

Fr. Mays presented the Minutes of August 15, 2018. It was noted that, on page 4, the correct placement of Deacon Diane Kruger is St. Stephen's Parish, Wichita. Mr. Howard moved, seconded by Mr. Dutra, to approve the Minutes with that correction. 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 August 31, 2018. He made several comments about parish apportionments:

- Trinity, Lawrence, has experienced an income shortfall and is lagging in payments but should catch up;
- St. Paul's, Leavenworth, is behind expectations but is beginning to catch up after Fr. Munro's retirement;
- Ascension, Neodesha, has paid in full for the year as of August 31; and
- St. Andrew's, Derby, has a new priest and will get back on track.

He had made no draw on the Diocesan endowment in August but drew \$200,000.00 after August 31 (which will be reflected next month). Other expenses are generally on track except for timing issues. He remains optimistic that the financial statements are on track with the budget and will essentially balance by year end.

Fr. Mays recognized the Rev. Dixie Junk, Vicar and Ms. Joy Spearman, Senior Warden, St. Paul's Parish, Kansas City, who made a presentation requesting forgiveness of the parish's unpaid apportionment for 2017 and seat, voice and vote at the 159<sup>th</sup> Diocesan Convention. They noted that the parish's financial situation is essentially unchanged and that they are operating on the assumption that the Council of Trustees continues to support the Center for Mission and Ministry as a different entity than the parish. There was a consensus that work to better define this concept should continue.

The Rev. Elizabeth Montes, Rector, and Mrs. Shirley Orr, Senior Warden, St. John's Parish, Wichita, joined the meeting by telephone. They made a presentation about changes in their resources and expenses and requested forgiveness of the parish's unpaid apportionment for 2017 and seat, voice and vote at the 159<sup>th</sup> Diocesan Convention. They noted that the parish's financial situation is improving and that they are committed to significant (but not total) payment on their 2018 apportionment.

The Council of Trustees recessed at 11:10 a.m. and reconvened at 11:20 a.m. The Rt. Rev. Michael P. Milliken, Assisting Bishop, joined the meeting.

Mr. Geary reported for the Finance Committee. At its last meeting the Committee discussed several issues:

- Diocesan audit policy revision;
- Financial status of St. Paul's Parish, Kansas City;
- Other apportionment issues;
- A resolution of the Northeast and Southwest Convocations concerning the proposed increase in the effective apportionment rate to 17.85%.

Fr. Mays noted that., while the proposed 2019 Mission Plan is consistent with the canonical structure of the Diocese, it could be appropriate to fund expenditures related to the Episcopal search from the Diocesan Endowment Fund, which has experienced an extraordinary return during 2018. Deacon Matney moved, seconded by Mthr. Billman, that, due to superior endowment fund performance, the 2019 Mission Plan be adjusted to fund \$72,050.00 in extraordinary expenses for the Bishop transition with a one-time draw from the endowment. After discussion, the motion carried by a vote of 12-1.

Mr. Geary continued his report:

- St. Margaret's Parish, Lawrence, requested as \$6,000.00 exemption from its apportionment base for a capital expenditure for window treatment. After discussion, it was the consensus of the Council that, under Diocesan Canon IV.2.3, it is not necessary to act on this request because the amount of the proposed exemption is not included in the apportionment base reported in Box A of the parish's parochial report.
- The Episcopal Church has adjusted the national assessment by reducing the exemption from the assessment base from \$150,000.00 to \$140,000.00, thereby increasing the assessment for the Diocese from \$196,850.00 to \$198,350.00. Mthr. Lewis moved, seconded by Mr. Allison, that the Council of Trustees authorize Fr. Mays to acknowledge and accept this increase in assessment. The motion carried unanimously.

At 12:05 p.m., Fr. Wiley 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 12:40 p.m. Mr. Geary did not return to the meeting.

Fr. Mays presented a request for consent to the election of a Bishop Suffragan by the Diocese of Texas. Fr. O'Connor moved, seconded by Mthr. Lewis, that the Council of Trustees as the Standing Committee of the Diocese and in its capacity as the Ecclesiastical Authority of the Diocese, consent to the election of a Bishop Suffragan by the Diocese of Texas. The motion carried unanimously.

Fr. Mays presented a proposed amendment to the Covenant for the Call of an Assisting Bishop for the Diocese of Kansas to extend Bp. Milliken's service until after the election and consecration of the Tenth Bishop of Kansas. Fr. O'Connor moved, seconded by Fr. Funston, to approve the amendment. The motion carried unanimously.

Fr. Mays noted reported irregularities in the election of The Ven. Joseph Delicat as Bishop Coadjutor of the Diocese of Haiti, including a report by the Province II Court of Review and a letter from the Standing Committee of the Diocese of Haiti. These issues will be discussed at the November Council of Trustees meeting.

The Rev. Mary Siegmund, Chair of the Transition Committee, presented several issues:

- Active cell phones apparently have the potential to interfere with the electronic transmission of votes in the Bishop's election. It was the consensus of the Council of Trustees that the Special Rule of Order for the Election of the 10<sup>th</sup> Bishop of the Diocese of Kansas controls the election procedure, although cell phones may have to be placed in airplane mode during each voting period.
- How will alternate or substitute delegates be authorized pursuant to Canon II.2.2 be authorized (in the absence of a Bishop) for parishes without a Rector? There was a consensus that the Council of Trustees, acting as Ecclesiastical Authority of the Diocese could authorize substitution of delegates and that this authority could be delegated.
- There was a discussion about who will be allowed in Grace Cathedral during the Episcopal Election. It was concluded that this is governed by the Special Rule of Order for the Election of the 10<sup>th</sup> Bishop of the Diocese of Kansas, which limits who can be in the voting area and in the Cathedral.

- Decisions will need to be made about logistics for events surrounding the Consecration of the Tenth bishop of Kansas. Fr. Funston moved, seconded by Mthr. Lewis, to authorize the Transition Committee to make these decisions.

The next issue to come before the meeting was the status of parishes delinquent in 2017 apportionment for the 159<sup>th</sup> Convention:

- Mthr. Lewis moved, seconded by Deacon Matney, that because they should not be disenfranchised, and their voices are important in the election of the Tenth Bishop of Kansas, the Council of Trustee recommend that the lay delegates from St. Paul's Parish, Kansas City, be granted seat, voice and vote in the 159<sup>th</sup> Convention. The motion carried unanimously.
- Fr. O'Connor moved, seconded by Mr. Mann, that because they should not be disenfranchised, and their voices are important in the election of the Tenth Bishop of Kansas, the Council of Trustee recommend that the lay delegates from St. John's Parish, Wichita, be granted seat, voice and vote in the 159<sup>th</sup> Convention. The motion carried unanimously.
- Fr. Funston moved, seconded by Fr. O'Connor, that the Council of Trustees recommend to the 159<sup>th</sup> Convention that the unpaid 2017 apportionment of St. Paul's Parish, Kansas City, in the amount of \$21,568.00 be forgiven. The motion carried by a vote of 10-2.
- Mthr. Lewis moved, seconded by Mr. Dutra, that the Council of Trustees recommend to the 159<sup>th</sup> Convention that the unpaid 2017 apportionment of St. John's Parish, Wichita, in the amount of \$52,483.50 be forgiven. The motion carried by a vote of 8-4.

Ms. Schlabach reported on Youth and Campus Ministry:

- Guys Only and Girls Only Weekends will be conducted next weekend.
- The following weekend will be a vocational weekend for peer ministers.
- Youth and Campus Ministry representatives are working on the walkabouts for Bishop Candidates and the 159<sup>th</sup> Convention.
- Air conditioning at Canterbury House, Lawrence, will be replaced within the next two weeks.

Ms. Schlabach presented a draft of a new Safe Church Policy, which needs to be adopted in response to General Convention resolution by January 1, 2019. The proposal includes several changes from present policy and Fr. Mays appointed a task force of Mrs. Winkler, Mrs. Doll and Fr. O'Connor to review the proposal and report to the Council at its November meeting.

Mr. Mann, on behalf of the Alleluia Grant Task Force, recommended five grants to be awarded at the 159<sup>th</sup> Convention:

- Epiphany Parish, Sedan—Parent and Student Engagement: \$3,000.00.
- St. Paul's Parish, Marysville—ADA ramp: \$3,000.00.
- Grace Parish, Winfield—Annex renovations, electronic locking and security system: \$2,567.00
- St. Mary's Parish, Galena—purchase and installation of park benches: \$1,634.16
- Trinity Parish, El Dorado—drug safety initiative: \$1,064.00.

Mr. Dutra moved, seconded by Deacon Drury, to approve five grants totaling \$11,265.16. The motion carried unanimously (with Fr. Mays not voting).

Mr. Dutra presented the issue of the status of St. Paul's Parish, Kansas City, and the associated Center for Mission and Ministry. After discussion, it was agreed that the Tenth Bishop should have input on this decision.

Canon Lightcap reported on clergy transition:

- Church of the Covenant, Junction City – Gathering information and checking in with the congregation as it builds its various portfolios for the search.
- Saint Michael and All Angels – Now writing their portfolios as well.
- Grace, Chanute – Rev. Joyce Holmes' last Sunday is October 7. Rev. Helen Hoch will offer supply for the following few months at least.

Canon Lightcap presented two clergy letters of agreement:

- A Letter of Agreement for The Reverend Catherine "Kitty" Shield to serve as Vicar of St. Jude's, Wellington was approved at the August Council meeting. Concerning the required retirement age of 72, she has now submitted a letter of resignation and a request to be reinstated as Vicar. Mthr. Lewis moved, seconded by Mr. Dutra, to accept Mthr. Shields' resignation and to approve a one-year letter of agreement. The motion carried unanimously.
- The Reverend Sharon Billman, in respect of requirement of resignation at age 72, has written to Council desiring to reaffirm involvement in ministry as Vicar of St. John's, Parsons, through submission of resignation and immediate approval of updated Letter of Agreement respecting Canon III.9.8. Fr. Funston moved, seconded by Mr. Howard, to accept Mthr. Billman's resignation and to approve a one-year letter of agreement. The motion carried unanimously.
- Canon Lightcap reported briefly on several other matters, including work of the Special Personnel and Administration Task Force of Mr. Allison, Mr. Howard and Mr. Lynch.
- He requested guidance on sponsorship of Nourish KC's upcoming Dining with Dignity program. After discussion, it was suggested that sponsorship of this event would be consistent with the purpose of the Skinner Trust. Fr. O'Connor moved, seconded by Mr. Dutra that Canon Lightcap be authorized to fund an appropriate sponsorship from the Skinner Trust. The motion carried unanimously with one abstention.

Fr. Mays requested that the Council of Trustees recognize Fr. Funston and Mr. Mann at the end of their respective terms on the Council. The Council thanked both for their significant contributions.

Fr. Mays suggested that the Council of Trustees encourage parishes to designate a special collection for Episcopal Relief and Development to be used for hurricane relief. There was a consensus in support of this.

Fr. O'Connor moved, seconded by Mthr. Billman, that the Council of Trustees delegate to Fr. Funston the credentialing of substitute delegates and alternates (on behalf of the Ecclesiastical Authority) at the 159<sup>th</sup> Convention for parishes without Rectors. The motion carried unanimously with one abstention.

There being no further business to come before the meeting, Fr. Mays asked Deacon Matney to dismiss the meeting at 3:20 p.m.

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L. Franklin Taylor, Clerk