

**Diocese of Milwaukee  
Executive Council Minutes  
February 13, 2016 10:00 a.m.  
St. Mary's, Dousman**

Present: The Rt. Rev'd Steven A. Miller; Mr. Clyde Bachand, Diocesan Treasurer; The Rev'd Seth Dietrich; Ms. Jill Heller; The Very Rev'd Andrew "Andy" Jones; Mr. Peter Larson; The Rev'd Gary Manning, Vice-President of Executive Council; Dr. Gust Olson; The Rev'd David Simmons, Co-President of the Standing Committee; Ms. Meredie Scrivner; The Rev'd Elizabeth Tester; Mr. John Washbush and The Venerable Chuck Zellermyer

Others present: Canon Peggy Bean, Canon for Congregations and Ms. Marlene Udovich, Financial Officer

Guest: Mr. Mike Hagon, Executive Director of Trustees of Funds & Endowments

Absent: The Rev'd Dr. Jonathan Grieser; Janice Watter and the ex-officio members (attendance is optional); The Rev'd Martha Berger, President, Commission on Ministry and Mr. Patrick Johnson, President of Trustees of Funds & Endowments

Bishop Miller called the meeting to order at 10:10 a.m.

**Orientation – The Rev'd Gary Manning**

Welcoming

The Rev'd Gary Manning welcomed the members of the 2016 Executive Council, briefly introduced himself and then asked that each member, along with his/her name and parish answer the following questions:

- What do you think you are here to do on Executive Council?
- What do you hope to gain from being on Executive Council?
- If you could be some place warm, where would it be?

He gathered our talents and concerns in prayer and then led us in The Lord's Prayer.

Update Contact Information

The Rev'd Gary Manning reminded the members that the information regarding returning members was updated at the November meeting. He then asked the new members to put their contact information on the paper being passed around.

Conflict of Interest Forms

- The forms were distributed for signatures.
- Intent and process of the forms was clarified.

Behavioral Norms

- The norms were read for clarification of meaning.
- The norms will be solidified at the next meeting.

**Discussion/Resolution of Concern expressed in the Trustees of Funds and Endowments (TFE) Letter – Bishop Miller and Mr. Mike Hagon**

Mr. Peter Larson and The Very Rev'd Andrew "Andy" Jones explained the backstory of the resolution, Promoting Peace, Reconciliation and Justice in Israel and the Occupied Territories, passed at the 2015 convention.

Mr. Mike Hagon, president of the TFE, reviewed the foundation's investment philosophy developed by the Board of Directors:

- 1 Protect the principal
- 2 Provide predictable income
- 3 Promote growth

He also explained the breakdown of the foundation's investments (65% equity, 35% fixed and 10% alternative) and that all investments are in mutual funds rather than individual corporate stocks.

He then presented his concern and question regarding the mandate (see below) given to the foundation by the resolution – the cost of doing the report (\$10,000.00--\$12,000.00); how does the EC want him to proceed?

*'the Diocesan Convention of the Episcopal Diocese of Milwaukee requests from the Executive Council and Trustees of Funds and Endowments, a complete report of investments made by and on behalf of the Diocese and the Combined Fund, that such documentation report on ways in which corporations included in the portfolio profit from or support the peacemaking process within the Occupied Territories, and that such report be made available to the members of the Diocese and easily accessed in electronic format no later than July 1, 2016.'*

After a discussion clarifying:

- the intent of the original resolution (simply engaging people in conversation)
- the reason for the modified and streamlined resolution (minimizing ancillary proposals)
- the ultimate accurateness and value of the report/study
- the purpose of re-adopting resolutions passed at the General Convention

The Rev'd Gary Manning moved that the resolution be referred back to the 2016 convention. It was seconded by The Venerable Chuck Zellermayer.

Mr. John Washbush offered a friendly amendment that was accepted by The Rev'd Gary Manning.

It was moved and seconded that the resolution be referred back to the convention, the rationale being that, the resolution mandated a financial study without providing a funding source.

After further clarification regarding the motion, Bishop Miller called for a vote. The motion passed as presented.

BREAK 11:35-11:45

### **Approval of the Minutes from the November 14, 2015 Executive Council (EC) Meeting**

Bishop Miller asked if there were any additions, deletions or changes to the minutes of the November 14, 2015 Executive Council Meeting. Hearing nothing, the Bishop called for a vote to approve the minutes from the November 14, 2015 Executive Council Meeting as submitted. The minutes were approved as submitted.

## **Financial Report (Ending November 30, 2015) – Mr. Clyde Bachand and Ms. Marlene Udovich**

Ms. Marlene Udovich introduced Mr. Clyde Bachand, new diocesan treasurer, expressing her appreciation for his beginning work on the finances.

Mr. Clyde Bachand introduced some of the changes he made to the financial materials presented to the Executive Council.

--a Venn diagram delineating the finance committee function – involvement with insurance, properties, human resources and funds and endowments;

--an aging report for the unpaid assessments as a more proactive document;

--the Balance Sheet will look at comparing current month to prior month not prior year, looking more at trends;

--the Profit & Loss sheets will have items that are \$2,000.00 over/under highlighted

He noted that his goals for the finance department are:

--to streamline the department, using resources and assessments more effectively

--to create a standard chart of accounts relating to the Parochial Report

## **DRAFT Diocese of Milwaukee Episcopal Clergy Parental Leave Policy – Bishop Miller**

The discussion focused on:

--mandating leave time amounts in the case of adoption, at least two weeks

--building in paid and unpaid leave, especially for paternity

--the inclusion of lay staff members

It was determined that the leave policy be sent back to the Professional Standards and Support Committee to consider and incorporate the above discussion concerns/suggestions.

## **Motions from Lifelong Christian Formation – Bishop Miller**

Bishop Miller brought to Executive Council the following motions, to adopt these courses as additional training:

1. The Lifelong Christian Formation Commission submits the motion that beginning in 2016 the new online Safeguarding God's Children training, "Duty to Report Mandated Reporter," be required for clergy and vestry and for all paid/volunteer staff that work with minors.

2. The Lifelong Christian Formation Commission submits the motion that beginning in 2016 the new online Safeguarding God's People training, "Preventing Sexual Harassment for Managers/Supervisors," be required for clergy.

3. The Lifelong Christian Formation Commission submits the motion that beginning in 2016 the new online Safeguarding God's People training, "Preventing Sexual Harassment for Workers," be required for Vestry and Lay Eucharistic Visitors.

A discussion ensued noting:

--there is a spreadsheet on the website defining who, what and when of the Safeguarding classes

- a parish will be on the hook if the requirements are not met
- motion three (3) should include “all parish employees”
- the motions can be voted on as a block

The Rev’d Seth Dietrich moved and The Rev’d Elizabeth Tester seconded that motion three (3) be amended to read to include “all parish employees.”

*The Lifelong Christian Formation Commission submits the motion that beginning in 2016 the new online Safeguarding God’s People training, “Preventing Sexual Harassment for Workers,” be required for Vestry, Lay Eucharistic Visitors and all parish employees.*

Bishop Miller asked if there was any discussion on the amended motion. Hearing nothing, he called for a vote on the amendment to motion three (3). The motion passed.

Further comments were made regarding liability insurance and possible repercussions if a parish is not compliant with the Safeguarding requirements.

Bishop Miller then called for a vote on the motions from the Lifelong Christian Formation Commission as amended. The motions passed.

### **Imperiled Parish Canon – The Very Rev’d Andrew “Andy” Jones**

The Very Rev’d Andrew “Andy” Jones noted that:

- the current canon, Canon 28, carries some authority, but the wording is not explicit to all issues
- a task force is working on a new canon having more authority
- canons from other diocese are being researched – example in hand are the items from Maryland
- ultimately the canon would be a last resort—to hold accountable parishes that have declined to work in partnership with the diocese
- the passing of this new canon is a PR issue – how it is crafted and is “sold” is most important

Discussion centered on

- the importance of insuring an understanding of the purpose of the canon
- how to move forward with the canon

Mr. John Washbush asked who was responsible for writing the canon.

The Rev’d Andrew “Andy” Jones asked if he would like to join the current task force: The Rev’d Andrew “Andy” Jones; Mr. Henry Peters; The Rev’d Steve Capitelli; The Rev’d Dr. Jonathan Grieser; The Rev’d Seth Dietrich and Mr. Steve Martinie.

### **Convention Pattern –Bishop Miller**

Bishop Miller presented his plan for future conventions:

- two years with a one day business meeting each, one year with a two day formation and business meeting
- eliminating the banquet

Members of the Executive Council felt that:

- St. John's Northwestern Military Academy was, in spite of the cold, a positive experience.
- As a whole, "the diocese is ready for something new."

### **Report from Canon for Congregations – Canon Peggy Bean**

Canon Peggy Bean highlighted the key elements for each group.

#### The Commission on Mission and Development (COMD)

- Members: Matthew Buterbaugh, Miranda Hassett, Joel Prather, Liz Reidel, Henry Peters, Bob Lambert
- Roles: oversight of aided congregations and Congregational Grants; planning Leadership Days (about 100 attending this year)
- Meeting with Bishop Miller in March regarding steps the COMD can take regarding Canon 28

#### Multicultural Group

- Members: Jason Lavaan, Matthew Buterbaugh, Joel Prather, Oscar Rozo, Pedro Lara Pedro Acosta and Mike Tess
- Roles: to create an environment of inclusion; to develop sites that are *One congregation with Two languages*
- Working with the Diocese of Chicago, the Diocese of New Jersey and the Lutheran Synod relative to *One congregation with Two languages*

#### Diocesan Church Development Institute

- Current cycle small
- Next cycle will be 40 with a waiting list and 10 spots to the Diocese of Fond du Lac
- Membership is being opened to the Fond du Lac diocese

#### Hospitality Ministries

- The Hospitality Center is interviewing for an Executive Director; Mr. Leif Pederson is the Interim Director; Ms. Jill Heller is the treasurer.
- The Rev'd Kevin Stewart is active in the discovery phase of Community Engagement

#### Transition Ministry

- Openings
  - St. Aidan's in Hartford
  - St. Christopher's in River Hills
  - St. Mark's in Beaver Dam
  - Trinity in Baraboo/Portage
- Openings in Partnership with the Diocese
  - Zion – now filled
  - St. James in West Bend
  - St. Luke's in Bayview
- St. Andrew's in Kenosha will be closing the church for discernment after Easter and worshipping with St. Matthew's.

### **Building Repair/Maintenance for Nicholson House – Bishop Miller**

Bishop Miller brought to the Executive Council a building repair and maintenance request for Nicholson House.

He noted that:

- Nicholson House is on the Historical Registry, therefore we must follow their specifications
- the moisture issue is not due to the foundation, but due to the windows initially installed
- Mr. Daryl French, an independent contractor, who has, for 20 years, maintained Nicholson House will be available to meet with the Executive Council at the April meeting

He asked that the council review the material and be ready to further discuss and approve some of the needed repairs.

### **Bishop's Report – Bishop Miller**

Bishop Miller reported that:

- He ordained two priests in January: The Rev'd David Matlak in VA; The Rev'd Elisabeth Sinclair in MO.
- There will be 4 ordinations June 11<sup>th</sup> at 10:00 at All Saint's Cathedral:
  - Ms. Nancy Hills and Dr. Esther Kramer for Permanent Diaconate.
  - Mr. Lars Skoglund and Mr. Dan Spors for Transitional Diaconate
- Two individuals were made postulants: Mr. Drew Harmon, Christ Church, Whitefish Bay and Ms. Melesa McEwan (Skoglund), St. Paul's, Milwaukee.
- The Lifelong Christian Formation Commission is being rethought and redeveloped as an agent for grants to develop Christian formation programs in the parish.
- Camp Webb is under the direction of The Rev'd Elizabeth Tester.
- Additional support staff is being considered for Nicholson House, especially for Ms. Marlene Udovich.

Bishop Miller also reported on his continuing involvement in Heeding God's Call and Bishops United against Gun Violence, taking to task the unholy trinity of racism, gun violence and poverty.

The Rev'd Elizabeth Tester asked for clarification regarding meeting times – regular, extended, etc. It was noted that the regular time for Executive Council is 10:00 a.m. - 12:30 p.m. If it is going to be extended, lunch will be provided.

The meeting was adjourned at 1:30 p.m.

**The next meeting is on April 9<sup>th</sup>, 2016 at St. Mary's, Dousman**

Respectfully submitted,

Rev'd Margaret (Marge) M. Kiss  
Executive Secretary & Recorder of the Minutes

**Future Meeting Dates for 2016 Executive Council are:**

**May 21<sup>st</sup>**  
**July 14<sup>th</sup> (Conference Call)**  
**September 10<sup>th</sup>**  
**November TBD**