

THE DIOCESE OF NEWARK  
OUR DIOCESAN COUNCIL  
Wednesday, April 13, 2011  
St. John's Church, Boonton  
Draft Minutes of Meeting

**The next meeting will be Wednesday, May 4, 2011 at Hillsdale House, Hillsdale**

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Present: The Rt. Rev. Mark Beckwith, President; Mr. Michael Francaviglia, Secretary; Ms. Linda Curtiss, Treasurer; Ms. Diane Sammons, Chancellor

Elected by Districts: The Rev. Barrie Bates, Mr. Thomas Bisdale, The Rev. Timothy Burger, Mr. T. Donald Cairns, The Rev. Deborah Drake, Ms. Edith Gallimore, Ms. Naomi Horsky, The Rev. Thomas Mathews, Jr., The Rev. Victoria Geer (Vicki) McGrath, Ms. Barbara Piccirillo, Ms. Martha Reiner, The Rev. Canon Dr. Sandye Wilson, The Rev. Laurie Wurm

Bishop's Appointments: The Rev. Michael Allen, The Rev. Ginny Dinsmore, The Rev. Joseph Harmon

Absent: Ms. Gail Barkley, Ms. Terrie McColl, The Rev. William Thiele, The Rev. Dean Weber,

Staff: Ms. Kai Alston, The Rev. Canon Gregory Jacobs, Ms. Kitty Kawecki, Ms. Kay Lark, Ms. Nina Nicholson

#### VISIT TO LIGHT ON MAIN

Prior to the meeting, Council members visited Light on Main, an outreach ministry of St. John's Church, located at 506 Main Street in Boonton.

#### AGENDA

The agenda was adopted with the addition of a resolution from the Budget and Finance Committee.

#### MINUTES

**Motion:** It was moved and seconded to accept the minutes for the meeting of March 16, 2011. The motion was adopted.

#### EPISCOPAL COMMUNICATIONS

Bishop Beckwith's comments included:

- Welcomed new Council members, The Rev. Jon Richardson, District 6, and Ms. Lorraine Jones, District 5.
- Welcomed The Rev. Scot McComas, district 4 convener.
- Attended the House of Bishops in March and reported on a two-day class in the Title IV regulations that become effective July 1 (Chancellor Diane Sammons was heavily involved in the revisions of the disciplinary canon); there were conversations on young adult ministries and outreach (12 other dioceses that had programs similar to Newark ACTS); and discussion was held on the Anglican Covenant that will be addressed at the 2012 General Convention.
- The Oasis ministry has been re-vitalized under the leadership of Mr. John Simonelli, chair pro-temp. A strategic plan will be developed on the use of the endowment income and the strategic plan be presented to the Engaging action team as recommended by the bishop.
- A final candidate was identified for the position of chief financial officer and the announcement will be made next week. The search for the stewardship officer was near closure.
- The earlier reported possible tenant for Episcopal House was unable to meet the requirement of

- tax exempt status.
- Thanked the pastoral response teams for their work with All Saints', Bergenfield and St. John's, Union City.
- A walk for peace was scheduled for Sunday, May 1; a prayer breakfast with Mayor Booker scheduled for May 7; and a peace summit with Deepak Shopak was scheduled for May 13-15 with the Dalai Lama.
- The Interfaith Coalition for Hope and Peace will unveil a peace mural in May.

#### STEERING COMMITTEE – LOANS AND GRANTS ORGANIZATION

The Rev. Canon Gregory Jacobs presented for a second reading an organization chart prepared by him describing the different sources of diocesan loans and grants available to congregations. The funds provided support for building repairs and capital expenses, congregational ministry and mission, and outreach and social justice. The individual funding sources and groups were ACTS/VIM, Ward J. Herbert Fund Board, Congregational Growth and Development Fund, Alleluia Fund, Episcopal Capital Loan Fund, and the Marge Christie Fund.

It was proposed that each of the action teams be aligned with the funding sources: Equipping Congregations – Ward J. Herbert Fund Board; Empowering People – Congregational Development Board; and, Engaging the World – ACTS/VIM Board.

A motion was adopted to memorialize of the acceptance of the chart and the alignment of the action teams to the funding sources.

**Motion:** It was moved by the Rev. Canon Dr. Sandye Wilson and seconded that the Action Teams of Diocesan Council be aligned with the listed funding sources (ACTS/VIM, Ward J. Herbert Fund Board, Congregational Growth and Development Fund, Alleluia Fund, Episcopal Capital Loan Fund, and the Marge Christie Fund) as described in the Loans and Grant Organization chart prepared by the Rev. Canon Gregory Jacobs.

The motion was adopted.

#### STEERING COMMITTEE – JERSEY CITY FUNDS

The Rev. Vicki McGrath reported that since last month's meeting of Council more questions were raised during the research. She suggested that the request be deferred until May 4, the date of the next Council meeting, although it was recognized that the churches were eager to begin hiring staff for the summer programs.

**Motion:** The Rev. Vicki McGrath moved that the request for the release of Jersey City Funds from JCAM be tabled until May 4.

The motion was seconded and adopted with one abstention.

#### CANON'S REPORT

The Rev. Canon Gregory Jacobs reported on recent clergy transitions, the congregation strategy group and the congregation development committee.

Clergy Transitions included: Calls – the Rev. Cynthia Black, rector, Redeemer, Morristown, 6/20; the Rev. Dr. Brent Bates, rector, Grace, Newark, 3/6; the Rev. Rose Hassan, associate priest, Calvary and Trinity Churches, Bayonne, 4/1, from Trinity, Kearny. Appointments – the Rev. Gregory Perez, Priest-in-charge, Calvary & Trinity Churches, Bayonne; the Rev. Nicholas Lannon, Priest-in-charge, The Saviour, Denville, 5/1, from Grace Church Van Vorst, Jersey City; the Rev. Barbara Lewis, Priest-in-charge, Our Saviour, Secaucus. Departures – the Rev. Matthew Engleby, The Saviour, Denville, 3/27; the Rev. Reggie Nuamah, Christ Church, Teaneck, 3/20; the Rev. Susan Schink, interim assistant, Christ Church,

Short Hills, 4/24.

Congregation Strategy Group: At the March district conveners' meeting the topic of the district structure was raised and questioning the benefits to the congregations and the diocese. From that conversation it was decided to have further discussion on the district structure. Several conveners met with Greg to review the issue. The consensus was that other than confirmation, representation to Diocesan Council, and clergy conversations the diocese or the congregations weren't well served by the district structure. In certain instances, some districts did not meet or were unable to identify Council representatives. A strong recommendation was made to the Steering Committee that a Council sub-committee studies the district structure and recommend possible changes.

From those conversations regarding the district structure, energy surfaced around the future of our congregations. That group had morphed into a congregation strategy group to help identify how congregations could focus their ministry, life and mission and become grounded through spiritual formation (What is God calling us to do?). The Covenant was not being abandoned; rather, part of the strategy was to make connections including the use of the Covenant.

Congregation Ministry/Mission Development Board: Members to the board were being recruited and identified. The group would report to the Empowering action team.

#### FINANCE REPORT

Ms. Linda Curtiss, interim Chief Financial Officer and Treasurer, presented the finance report.

1. Revenue items are ahead of budget.
  - a. Pledge revenue for this year is running slightly ahead of receipts in past years. Still not one-fourth of the annual expected, but a good sign nevertheless.
  - b. Investment income (lines 2, 3, 5) is realized quarterly, and we don't usually record that revenue until we receive it. First quarter's investment income will be received in April.
  - c. Reimbursements and the contribution from the Bishop's Supplementary Funds are items that we will transfer when we need the cash/income later in the year.
  - d. Alleluia Fund - we have recently received two donations that have been allocated to this year's Alleluia Fund.
2. Expense lines are mostly at or below budget, with the following notes:
  - a. The Staff expense for Finance Department (line 11) is below budget because the budget anticipates a full-time CFO which is not yet the case. We can expect this line to end the year under-budget.
  - b. Expenses for Diocesan Convention (line 18) exceeded revenue received. This line item used the credit transferred from 2010 of \$11,537 as an opportunity to hold fees down. We believe all income/expenses have been received and show a modest "loss" of \$961.
  - c. Christian Formation (line 19) routinely receives deposits/payments early in the year for events that occur later in the spring. March expenses have begun to spend the revenue received in February; seems on target.
  - d. The 2008 TEC pledge payment of \$10,000 (line 31) will be paid in four quarterly installments.
  - e. Our contribution to Province II (line 40) will be paid in four quarterly installments.
  - f. Prison Ministry (line 42) receives contributions throughout the year while their biggest expenses are in the summer for Camperships.
  - g. Insurance for Retired clergy and lay employees (line 47) is over budget - we have discovered that one aspect of the 2009 change to post-retirement insurance benefits was never implemented - benefits for under-65 spouses of retired clergy and for surviving spouses (widows) of retired clergy have remained at the pre-2009 generous levels. We are in the process of rectifying this, effective January 1, which should bring this line back into budget compliance. Additionally, the HR Committee will bring a recommendation to Council in the

- next month or two to alter benefits to retired lay employees of the diocese in line with the change in benefits to retired clergy.
- h. Utility expenses and snow removal (line 52) were higher than expected in the first quarter - not really a surprise given the cold, snowy winter we have had. It will be a challenge to make this line item meet the annual budget.
  3. Bottom line - Pledge receipts in the early months of the year are "always" insufficient to cover expenses, so we anticipated a deficit. The experience this year is somewhat better than budget, but it is still a deficit.

Additional items to note:

1. You will recall that at the end of 2010 we accrued \$206,000 of pledge revenue due for 2010 and earlier years (mostly 2010) expected to be received in 2011. So far, we have collected \$161,000 of that figure and have every reason to believe we will eventually collect all or more than our accrual.
2. As of April 11, 54 congregations had finalized their Parochial Reports. We have issued reconciliations to them and will continue the reconciliation process every couple of weeks as Parochial Reports are filed.
3. In early March, we wrote to 10 banks or credit unions inquiring as to their interest in and ability to serve our banking needs. We are in active conversation with two "big" banks and at the beginning stages of conversation with two smaller ones. Of particular interest is that our current bank, PNC, didn't even call to discuss.

**Motion:** It was moved and seconded to accept the Treasurer's report, subject to audit. The motion was adopted.

A cash flow report was requested. The concern with usury charges and credit card practices with high interest rates was included in the search to identify a new banking partner for the diocese.

Next month's financial report will not be available since the May meeting was earlier in the month.

### BUDGET & FINANCE COMMITTEE

Mr. Thomas Bisdale presented a request on behalf of the Budget & Finance Committee that the mid-year June budget forum not be held this year. The June mid-year budget forum had been requested for 2010 following the concerns raised at the convention about the budget process and the call for transparency. The fall budget forum to discuss the next budget would still be scheduled.

**Motion:** It was moved by Mr. Thomas Bisdale and seconded that the Budget & Finance Committee be relieved of holding a mid-year budget forum in June this year.

The motion was adopted.

### ACTION TEAMS MEETINGS AND REPORTS

The Action Teams reported on their meeting time this evening.

Equipping: The Rev. Canon Sandye Wilson reported the team was working further on the vestry university planned for October.

Empowering: The Rev. Ginny Dinsmore reported the team debriefed the community garden forum. The team will begin to work with the Patterns of Spiritual Practice group for a possible workshop on spiritual practices ("you already have a spiritual practice, you just don't know it").

Engaging: The Rev. Joseph Harmon reported the team discussed the various possibilities with the Oasis funds; the planning for the Alleluia Fund committee of seven people; the continuance of the Listening

Campaign that remained alive with people wanting to continue being trained as listeners; planned conversations on the vitality of emerging churches; and a re-visit of the reporting back details. The team received an update on the children's justice forum planned for May 19 at 6pm in Redeemer, Morristown.

#### DISTRICT SHARING

District 4: The Rev. Scot McComas, district convener, reported a youth mission trip on June 26 was planned to Bethlehem PA for 9<sup>th</sup> grade students and above. Four adults and nine youth already signed up.

District 5: The Rev. Deborah Drake thanked the council for the Episcopal flag that was given to St. Agnes', Little Falls. The Rev. Fairbairn Powers, priest-in-charge at St. Agnes', qualified for an international triathlon in China.

District 7: Ms. Martha Reiner reported the district will meet in June.

District 10: The Rev. Michael Allen reported that details were just finalized for the summer children's choir camp to be held at St. Alban's, Oakland.

#### ANNOUNCEMENTS

- June 16 – Legacy reception for those who've remembered their churches in Wills at Grace Church, Madison.
- July 10-16 mission trip participation continued to increase.
- May 26 pre-school conference for directors and rectors at Christ Church, Short Hills for networking and to learn about the mandated lay pensions and DHP.
- June 11 wardens and treasurers conference at St. Agnes, Little Falls for networking and to learn about the mandated lay pensions and DHP.

#### COMPLINE

A service of Compline was led by the Equipping action team.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,  
*Michael Francaviglia, Secretary*