

**Minutes of the
Our Diocesan Council
The Episcopal Diocese of Newark
Wednesday, October 11, 2017**

Officers: The Rt. Rev. Mark Beckwith [*President*], The Rev. Diana Wilcox [*Vice President*], Mr. John A. King [*Secretary*], Mr. Samuel Reckford [*Treasurer*]

Present: The Rev. E. Michael Allen, The Rev. William Allport, Mrs. Sheila Barcus, Mr. Robert Bogert, Mr. Stuart Christie, Ms. Sheelagh C. Clarke, Mrs. Debra Cook, Dale Ellis, Susan Godar, Ms. Nancy Hansen, Ms. Carol Harrison-Arnold, Nathan G. Huddleston, The Rev. Canon Gregory Jacobs, Ms. Sue Morgan, The Rev. Margaret Otterburn, Ms. Laurie Piccirillo, The Rev. Susan Saucedo Sica, Ms. Lynn B. Tyler, Mr. Timothy Wong

Guests: The Rev. Gary L. Commins, The Rev. Thomas M. Murphy

Absent: The Rev. Tim Carr, The Rev. Juan Rosario De La Cruz, Ms. Elizabeth Rundquist, Diane Sammons Esq.

Welcome

The Rev. Keith Gentry welcomed council to St. Michael's, incorporated in 1957 and shared some of life in Wayne

The Rev. Nate Huddleston & The Rev. Deacon Nancy Hansen welcomed onto Council.

Agenda

Moved, Seconded & Approved

Dwelling in the Word

Sue Morgan & Bill Allport read from Ecclesiastes 3: 1 – 15

Update on Search Process for the XI Bishop

The Rev. Joseph Harmon, VP pro-tem of the Standing Committee, updated Council on the Bishop's Search Process

Profile went live on October 2, thanks to the search & nominating committees.

Oops on not previewing the profile with the Bishop. Mistakes happen and the Standing Committee recognizes and lives into that.

Bob Bogert, Diana Wilcox, (Representing Council) John Garde, Peter Van Brunt,(The Trustees) Joseph Harmon and Naomi Horsky (Standing Committee) met to discuss the Bishop's Compensation package for the Bishop Elect. They hope to have that available by the end of this week.

Nominations process is now open. Encourage all to consider people that they may think are suitable to submit their nominations.

Transitions Committee beginning to work with Bishop Beckwith to lead up to the closure of his Episcopate.

Nomination by Petition process should be formulated and presented to Council next month (it will be 3/5 - 3/19)

Petition candidates will be fully engaged in the final process (walk-about etc.)

Budget for process may have some requests to increase budget limits.

A brief discussion of the compensation package (in terms of the range) was held. The package will be made available on the

website when finalized.

Building off Council Retreat Work

What Happened at the Retreat

Sheelagh, Bob & Michael brought Council up to speed.

They will spend about 10 minutes highlighting the following:

Friday night book discussion on Al's book

Acknowledged that people are fearful and anxious but there is an openness to change.

Through conversation "openness" transitioned to a "need" for change

Saturday process started at 30,000 feet and progressed thru the day from conceptual to more specific

Saturday morning

Staff share plans for the year highlighting

Diocesan journey, *Joining God in Shaping our Future*

Joshua Team, a group of staff and other diocesan leaders who are planning, guiding, and sharing the journey

Council began to interact with what they hearing

People became comfortable naming white elephants

Different realities of large and small churches

The frustration people are experiencing

The need to support and train our leaders

Dialogue felt authentic, had a sense of integrity

People felt empowered

Good stuff started to bubble up late morning ...

Council's role as a Bridge

Congregations to Diocese

Diocese to Congregations

Congregation to Congregation

Bishop to Bishop

Gift centers

Prayer, prayer, prayer

OK to be vulnerable

Freedom to be radical

Saturday afternoon

Given all that had been discussed and experienced, the group began to name priorities and next steps in the form of questions

Note: Sheelagh will walk the group thru the 6 questions when Michael and Bob are done

Most significant take-away ...the energy, passion, and commitment in the room.

The Implications

Action Team Time

Action Team Report Out

Equipping

Jersey City Episcopal 2018 budget was presented for discussion

Resolution via email on 10K request from JCAM

An additional JCAM 1/3 & 2/3rds resolution with management of funding going forward. The First read for sectioned funds in November, second reading in December

Engaging & Empowering

Advent meditations - suggestion of using the Alleluia Fund recipients utilizing them to write meditations "Working Title - Alleluia Songs of Advent"

Summer forum review.

Business Session

Episcopal Communications

Coalition of Religious leaders met at Newark Chancery, met with Lt. Gov. Kim Guadagno and members of Phil Murphy's campaign.

Submitting a resolution to Republican Representatives of Congress from New Jersey regarding DACA

Suddes Group - The Bisshop and Cynthia McChesney are meeting with potential donors

Convention's Theme - Stories from the Journey: Joining God in Shaping Our Future

Mr. Mark Trautman, From St. Paul's Englewood, and our Diocesan Canon for Music and Arts - has organized a Music fest on October 14, 2017 at Grace Church in Madison, about a third of the musicians in the Diocese have signed up to attend this event.

Discussion has arisen of late via email about Council meeting locations. This has been discussed and agreed upon in the past by the Steering Committee, so we will have this will conversation again with the Steering Committee in the coming months.

Minutes

Moved, Seconded & Approved

Financial Report

Diocesan Council Finance Report for the Year-to-Date Period Ended September 30, 2017

Attached is the financial report for the period ending September 30, 2017. The budgeted amounts reflect the budget that was adopted at the Annual Convention in January 2017.

Details of Information Reflected on the Financial Statement

There are a number of variances in actual results as compared with the budget.

Income

Pledge Revenue (line 1)

The methodology used to create the monthly budget was to base estimated 2017 monthly pledge income on the actual pattern of pledge receipts in 2016 pro-rated by the ratio of 2017 pledges to 2016 pledges.

Using that methodology, pledge receipts are almost \$88k ahead of budget.

Alleluia Fund (line 2)

We have received donations to the Alleluia Fund totaling \$51,434 which is \$24k lower than budget, principally because some large donations that were received by this time last year, have not yet arrived. It remains unlikely that we will meet the annual goal of \$125k without a strong year-end push.

New Ministry Initiatives Fund (line 7)

This is the source of funds to pay the expenses related to the Joining God in Shaping Our Future initiatives (included in lines 14 and 15) and Fund Development (in line 16). Income is lower than budget by \$73k because we only draw funds from the DIT as we spend them, and the corresponding expenses are, in total (net of the grant shown on line 8 and a portion of the expenses in line 16), lower than budget by exactly the same amount.

Missional Church Grants (line 8)

We received a \$15,000 grant from a foundation that had provided grants to the diocese in the past. Because they had advised us that we were no longer eligible to receive grants, we had not included it in the 2017 budget, leading to the favorable variance.

Expenses

Staff Compensation (lines 14, 21, 31, and 46)

Compensation expense, which includes salaries and benefits for employees at Episcopal House, is \$23k lower than budget due principally to not hiring an Hispanic missionary nor replacing our youth director until September, offset by the one-month overlap of CFO's and the compensation adjustment of one employee.

Joining God in Shaping Our Future (line 15)

Spending in this area is well below budget and is expected to stay that way through the end of the year.

Fund Development (line 16)

Spending in this area is below budget. It is expected that actual spending will increase as the Alleluia Fund will be heavily promoted in the next few months.

Youth & Young Adult Ministry (line 22)

During January, the Director of Youth & Young Adult Ministry resigned, resulting in lower program expenses than expected. This is unlikely to change through the end of this year.

Domestic and International Outreach Grants (lines 33 and 34)

The budget assumes that these grants will be paid in December 2017.

Administration (line 49)

The negative variance is a result of the Episcopal House cleaning service expense erroneously not being included in the 2017 budget.

Net Results

Year to date, the favorable variance between actual and budgeted results is \$98k. While a variance of this size is unlikely to persist through year end, it appears that we will end the year with a significant surplus.

Samuel P. Reckford
 Treasurer of Convention
 Diocesan Chief Financial Officer
 October 5, 2017

Steering Committee

Recommendation on 2018 Plan Offerings for Open Enrollment

Questions to pose to the HR Committee - can we get a ballpark of information to council earlier? Planning for next year's budget process in our congregations is difficult with late information - could some tentative information be provided to congregations prior to approval.

Did the dental and EAP plans stay the same in terms of prices? That was not represented in the documentation.

Diocese of Newark
 2018 Health Plan Option Recommendations

Plan Type	2017 Option	ppt count	single	plus spouse	plus child	family	action	2018 Option	single	plus spouse	plus child	family	% increase
CDHP/H	Anthem BCBS CDHP-15/HSA	6	672	1344	1210	2016	retain	Anthem BCBS CDHP-15/HSA	726	1452	1307	2178	8.04%
							new	Anthem BCBS CDHP-20/HSA	679	1358	1222	2037	N/A
SA	CIGNA CDHP-20/HSA	13	576	1152	1037	1728	retain	CIGNA CDHP-20/HSA	622	1244	1120	1866	7.99%
	Anthem BCBS CDHP-40/HSA	1	537	1074	967	1611	retain	Anthem BCBS CDHP-40/HSA	580	1160	1044	1740	8.01%
HMO	CIGNA Open Access Plus In-Network	50	910	1820	1638	2730	retain	CIGNA Open Access Plus In-Network	969	1938	1744	2907	6.48%
PPO	Anthem PPO 80/60	27	785	1570	1413	2355	retain	Anthem BCBS PPO 80/60	848	1696	1526	2544	8.02%
	Anthem PPO MS 80/60	5	611	1222	1100	1833	retain	Anthem BCBS MSP PPO 80/60	660	1320	1188	1980	8.02%
	Anthem BCBS PPO 70 SLV	0	657	1314	1183	1971	drop						

Recommendation Overview

- CDHP/HSA
 - < keep the existing three plans and add the new Anthem 20 plan which is equivalent premium-wise to the current Anthem 15 plan
- HMO
 - < retain the one Cigna plan
- PPO
 - < retain the Anthem BCBS 80/60 plans (regular and Medicare options)
 - < drop the Anthem 70 SLV plan (no participant impact)

Dental

< retain existing three dental plans

EAP

< retain existing EAP

Generally, we were expecting about a 6% increase in rates according to the Medical Trust. At least that was the prognosis back in June when we met with our Medical Trust representative. The steeper than anticipated rate increases we see came about as the Medical Trust determined that these products were underpriced given the costs associated with each of the plans. Thus the 8% increases.

Green Revolving Fund Loan GRF-16-01 Church of the Holy Spirit, Verona

This was the first loan for the new Green Revolving Fund. Holy Spirit in Verona. The fund has been established to provide funding for high efficiency energy upgrade projects related to the New Jersey Direct Install program, where the State will cover up to 70% of the cost of upgrades. the GRF will provide short term loans (up to 5 years) at a 2% interest rate (which can be adjusted if necessary after 12 months when actual savings are realized)

Green Revolving Fund (GRF)

Loan Application for Ratification by Diocesan Council

Loan ID: GRF-17-01

Church Name: Church of the Holy Spirit, Verona

Date: October 11, 2017

Initial Term of Loan: \$3,141.75 / 5 Years @ 2% interest

Description of Loan & Purpose:

To fund lighting upgrades within the building to high efficiency LED lighting as suggested by Energy Audit.

For Council's Ratification:

By motion, the loan of \$3,141.75 from the Green Revolving Fund was approved for Church of the Holy Spirit, Verona for the purpose of green initiative improvements to its building. This vote to approve the loan application was passed by the Ward J Herbert Executive Committee on October 5, 2017 by Conference Call voting 3 yes 0 no.

About the GRF:

The Green Revolving Fund (GRF) is a fund created by the Diocese in 2016. The fund consists of \$100,000 in principal that is lent to congregations to encourage eco-Friendly energy efficiency upgrade projects that involving lighting and boiler improvements. All principal and interest income goes back into the Green Revolving Fund for further loaning purposes. (GRF loans require having an audit on file with the Diocesan Finance Department, and an Energy Audit performed in compliance with state rebate initiatives, which can provide rebates of up to 70% of a project's total cost.)

A short-term loan for green initiative projects: the payback period is up to 5 years with rate of interest at 2% for all congregations. After initial 12 months, loans may be recast based upon actual savings from efficiency upgrades.

The Ward J. Herbert Fund Board and the WJH Fund Executive Committee administers, reviews and approves GRF loans. Decisions on these loans are ratified by Diocesan Council before funds are disbursed.

Budget Review Forum

Mr. Sam Reckford provided an informal overview of the Budget designing for 2018.

Adjourn & Compline



An Order for Compline

Diocesan Council

Officiant: We begin with a few moments of silence.

Officiant: The Lord Almighty grant us a peaceful night and a perfect end.

People: Amen.

Officiant: Hear the teaching of Christ: You shall love the Lord your God with all your heart, with all your soul, with all your mind, and with all your strength. This is the first commandment. The second is this: You shall love your neighbor as yourself.

Officiant: God has promised forgiveness to all who truly repent, and turn to Christ in faith and are themselves forgiving. In silence we call to mind the ways we have missed the mark in answering God's call to live fully as God's own.

Silence

Officiant and People: Lord, we confess that we have slept when you have urged us to remain awake. We confess that we have been passive and not active in living fully into you. We repent of our lack of courage in following you. We seek to follow you, no matter where the road may lead. We seek you to satisfy our deepest longing.

Officiant: May the Almighty God grant us forgiveness of all our sins, and the grace and comfort of the Holy Spirit.

People: Amen.

Officiant: Eternal Spirit, flow through our being and open our lips,

People: That our mouths may proclaim your praise.

Officiant and People: Praise to the holy and undivided Trinity, one God: as it was in the beginning, is now, and will be for ever. Amen.

Psalm 134 Ecce nunc / Officiant and People:

1 Behold now, bless our God, all you servants of the Lord, * you that stand by night in the house of our God.

2 Lift up your hands in the holy place and bless our God; * the Creator who made heaven and earth bless you out of Zion.

Officiant and People: Praise to the holy and undivided Trinity, one God: as it was in the beginning, is now, and will be for ever. Amen.



PHOTOGRAPH BY FEBBYA M. COOK OF GRACE CHURCH IN NEWLET A MEMBER OF THE EMPOWERING ACTION TEAM OF DIOCESAN COUNCIL

Officiant: The Lord be with you,

People: And also with you,

Officiant: Let us pray. Be present, Spirit of God, within us, your dwelling place and home, that this starless night will be penetrated by your light; all troubles calmed by your presence, all evil redeemed by your love, all pain transformed by your grace, and all dying glorified in your risen life.

People: Amen

The Word of God Jeremiah 14:9

Reader: Lord, you are in the midst of us, and we are called by your Name: Do not forsake us, O God.

Reader: Hear what the Spirit is saying to God's people.

People: Thanks be to God.

V: Into your hands, O Lord, I commend my spirit;

R: For you have redeemed me, O Lord, O God of truth.

V: Keep us, O Lord, as the apple of your eye;

R: Hide us under the shadow of your wings.

Officiant: Lord, have mercy.

People: Christ, have mercy.

Officiant: Lord, have mercy.

The Lord's Prayer An inclusive language version

Officiant and People: Eternal Spirit: Earth-maker, Pain-bearer, Life-giver, Source of all that is and all that shall be, Father and Mother of us all, creation resonates with celebration of your nameless name. Let justice and mercy flood the earth; let all creation harmonize in your imagination; and let us recognize that every thought and thing belongs to you. With the bread we need for today, feed us; in the hurts we absorb from each other and those we inflict on others, forgive us; in times of test and temptation, stand with us; from the grip of all that is evil, free us. For you alone are creating, redeeming and sustaining our universe, now and forever. Amen

Officiant: Lord, hear our prayer;

People: And let our cry come to you.

Officiant: Let us pray.

Officiant and People: Keep watch, dear Lord, with those who work, or watch, or weep this night, and give your angels charge over those who sleep. Tend the sick, Lord Christ; give rest to the weary, bless the dying, soothe the suffering, pity the afflicted, shield the joyous; and all for your love's sake. Amen.

Officiant: Do not fear, for we are called by name. In the love of Christ we are fully known. Love bears all things, hopes all things, believes all things, endures all things. Love never ends. May the God of hope fill us with all joy and peace in believing through the power of the Holy Spirit.

People: Amen.

A moment of silence followed by the people's intercessions and thanksgivings which may be offered silently or aloud.

Officiant and People: Guide us waking, O Lord, and guard us sleeping; that awake we may watch with Christ, and asleep we may rest in peace. Lord, you now have set your servant free to go in peace as you have promised; For these eyes of mine have seen the Savior, whom you have prepared for all the world to see: A Light to enlighten the nations, and the glory of your people Israel. Praise to the holy and undivided Trinity, one God: as it was in the beginning, is now, and will be for ever. Amen.

Officiant: Let us bless the Lord.

People: Thanks be to God.

Officiant: The almighty and merciful God: Father, Mother, Sister, Brother, Daughter, Son, and Holy Spirit, bless us and keep us.

People: Amen.