Minutes of the

Our Diocesan Council
The Episcopal Diocese of Newark
Christ Church Pompton Lakes
Wednesday, April 11, 2018

Present: The Rev. E. Michael Allen, Mrs. Sheila Barcus, The Rt. Rev. Mark Beckwith, The Rev. Tim Carr, Mr. Stuart Christie, The Rev. Sheelagh A. Clarke, Mrs. Debra Cook, Dale Ellis, Susan Godar, The Rev. Dcn. Nancy Hansen, Ms. Carol Harrison-Arnold, Nathan G. Huddleston, The Rev. Canon Gregory Jacobs, Mr. John A. King, Ms. Sue Morgan, The Rev. Margaret Otterburn, Mr. Dennis Piccirillo, Mr. Samuel Reckford, The Rev. Susan Saucedo Sica, Ms. Kathleen Simon, Ms. Lynn B. Tyler, The Rev. Diana Wilcox, Mr. Timothy Wong

Guests:

Absent: The Rev. William Allport, Mr. Robert Bogert, Mr. Bert Jones, Ms. Cynthia McChesney, Ms. Nina Nicholson, The Rev. Juan Rosario De La Cruz, Ms. Elizabeth Rundquist, Diane Sammons Esq., Mrs. Suzanne Willian

Welcome from our hosts

The Rev. Stephen Rozelle welcomed Council to Christ Church and thanked us for our generosity as a Diocese and support. They recently hosted their first Facebook Live service, garnered 500 views. Shepherd's Haven Adult Day Care School & Little Lamb pre-school and day care are both thriving programs.

Episcopal Communications

The Rev. Keith Gentry is retiring June 1, left St. Michael's, Wayne April 1
The Rev. John Stonesifer called as interim at Christ Church Short Hills
The Rev. Sylvester Ekunwe installed as Vicar on 4/21 St. Andrew's Newark

$450,000 raised by Bishop and Cynthia McChesney still more requests outstanding

LEAMNJ - Bishops Chip Stokes, Tracie Bartholomew & The Rev. Sara Lilja met. PECUSA may not fund this program in coming years, creating a potential funding pinch. Working to pull together a committee to address this potential shortfall.

Memorandum of Understanding with Bishop Beckwith and Standing Committee was signed today regarding the end of his tenure and financial package including items such as unused vacation days, and car.

The Rev. Sheelagh Clarke is engaging in a discussion with Cross Roads Camp and Retreat Center with a Memorandum of Understanding to define who is responsible for what and and finance the collaborative efforts going forward.

Agenda

The agenda was accepted without modification.

Minutes

The Minutes were accepted as presented.

Moved, Seconded & Approved

Moved By: The Rev. Margaret Otterburn **Seconded By: Mr. Stuart Christie**

Update on Search Process for the XI Bishop

The Rev. Joseph Harmon provided Council an update on the search process and the updated Council on the walkabouts. There will be 2 in Denville on May 4 (AM Clergy Only), 2 in Summit on May 5 (AM Lay only), & Englewood May 6. Online registration currently available, with ability to supply questions supplied in advance. Plenary with all 3 candidates and then breakouts with each candidate.

The Electing Convention will be on May 19th at St. Peter's in Morristown. Deputations will receive communications in the coming days from the Secretary of Convention.

The Bishop thanked the Standing Committee for their continued stewardship of this process.

Update on Stained Glass Ceiling Task Force

Diana Wilcox updated Council on the Stained Glass Task Force on Anti-Sexism in the Diocese. Two sub-groups have been established - compensation equity issues and gathering stories around issues of sexism abuse. Training Program is also being developed. Working with Gay Clarke Jennings President of House Of Deputies to implement this work more broadly across the church.

Financial Report

Diocesan Council
Finance Report
for the Year-to-Date Period Ended March 31, 2018

Attached is the most recent financial report. The budgeted amounts reflect the budget that was adopted at the Annual Convention in January 2018.

Details of Information Reflected on the Financial Statement

Net Results

We closed the period with a deficit of $41k, but are ahead of plan by $57k. Three months into the year, we are ahead of budget on income and below budget on expenses. Pledge revenue is the biggest contributor, responsible for about two-thirds of the surplus.

Income

Pledge Revenue (line 1)
Pledge revenues exceeded budget by $38k. This appears to be a continuation of a trend that began last year of prompter pledge payments, combined with solid collections of final 2017 payments.

Alleluia Fund (line 2)
The late surge of Alleluia gifts in December, possibly due to tax law changes, may have reduced the number that arrived in the first quarter of this year, leaving us $6k behind budget.

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 15 and 17) and Fund Development (in line18). We are recording no income from the New Ministries fund until we spend the entire budgeted income from the 2017 surplus (line 12).

Expenses

Staff Compensation (lines 15, 22, 32, and 47)
Compensation expense, which includes salaries and benefits for employees at Episcopal House, is $3k below budget because CPG has not yet billed us for the increase in pension costs driven by salary increases.

Joining God in Shaping Our Future (line 17)
Spending in this area is below budget by about $8,918 due to lower than projected costs for coaching, consulting and training.

G&A (lines 50-53)
We are running a 3% positive variance, about $8k, across our G&A (Admin, Finance, B&G, I.T.) line items, largely due to conservative budgeting.

Samuel P. Reckford
Treasurer of Convention
Diocesan Chief Financial Officer
April 9, 2018

Diocese of Newark

March 2018 Financial Statement

	Description	Mar Month Actual	Mar YTD Actual	Mar YTD Budget	Better/ (Worse)	Final Annual Budget 2018	Comments
	Income						
1	Pledge Revenue	$141,783	$423,838	$385,664	$38,174	$2,020,000	
2	Alleluia Fund	1,638	5,307	11,060	-5,753	110,000	Funds portion of lines 34 and 35
3	Investment Income	32,500	32,500	32,550	-50	130,200	
4	Investment Administration Fee	37,500	37,500	37,500	0	150,000	25 basis points fee
5	Direct Administration Fees	23,639	23,839	23,775	64	95,100	
6	Rental Income-Episcopal House	6,247	18,534	18,750	-216	75,000	Two tenants for full year
7	New Ministry Initiatives	0	0	0	0	181,129	With 12, funds line 17 and parts of 15 and 18
8	Missional Church Grants	0	0	0	0	0	

9	Proceeds from Sale of Properties	0	83,000	83,000	0	113,000	Funds lines 49, 56 and portion of staff lines
10	Bishop's Discretionary Fund	0	0	0	0	45,000	
11	Hispanic Missioner Reserve	0	0	0	0	54,000	
12	Diocesan Surplus	0	85,000	85,000	0	85,000	With 7, funds line 17 and parts of 15 and 18
13	Cross Roads Scholarship Fund	1,015	1,015	1,025	-10	4,100	Funds line 28
14	**Total Income**	**$244,322**	**$710,533**	**$678,324**	**$32,209**	**$3,062,529**	
	Expense						
	Equipping Congregations						
15	Staff Compensation	$42,033	$131,495	$132,990	$1,495	$506,705	Partially funded by income in lines 7 and 12
16	Hispanic Missioner	0	0	0	0	$54,000	
17	Joining God in Shaping Our Future	9,319	23,394	32,312	8,918	129,250	Funded by lines 7 and 12
18	Fund Development	430	2,333	5,875	3,542	23,500	Portions funded by lines 7 and 12
19	Congregation/Clergy/Min. Development	4,904	2,091	2,638	547	10,550	
20	Stewardship	1,250	1,250	1,250	0	5,000	
21	**Total Equipping Congregations**	**$57,936**	**$160,563**	**$175,065**	**$14,502**	**$729,005**	
	Empowering People						
22	Staff Compensation	$30,382	$94,931	$95,527	$596	$339,802	
23	Youth & Young Adult Ministry	5,969	3,228	3,538	310	28,550	
24	Diocesan Convention	3	16,835	16,800	-35	16,800	
25	Clergy Conference	0	1,000	1,000	0	7,500	
26	Commission on Ministry	829	829	361	-468	1,445	
27	Hispanic/Latino Ministry	0	440	300	-140	1,200	
28	Cross Roads Camp Ministry	0	1,015	1,025	10	4,100	Funded by income in line 13
29	Education for Ministry	0	0	0	0	1,750	
30	Namaste (Dismantling Racism)	767	1,082	161	-921	285	
31	**Total Empowering People**	**$37,950**	**$119,360**	**$118,712**	**($648)**	**$401,432**	
	Engaging the World						
32	Staff Compensation	$29,101	$89,306	$89,883	$577	$352,119	
33	The Episcopal Church (TEC)	30,092	90,276	90,276	0	361,108	
34	Domestic Outreach Grants	0	0	0	0	158,500	
35	International Outreach Grants	0	0	0	0	21,500	
36	General Convention 2018	1,675	5,008	5,000	-8	20,000	
37	Communications	1,472	4,962	4,714	-248	17,655	
38	Province II	0	1,950	1,950	0	7,800	
39	NJ Advocacy	0	0	0	0	10,000	
40	Deacons	59	249	125	-124	500	
41	Liturgy & Music	0	600	1,481	881	4,775	
42	Cathedral	0	0	0	0	3,000	
43	Ecumenical & Interfaith Officer	400	400	2,500	2,100	2,500	
44	Prison Ministry	100	180	125	-55	500	
45	ERD Coordinator	0	80	80	0	500	
46	**Total Engaging the World**	**$62,899**	**$193,011**	**$196,134**	**$3,123**	**$960,457**	
	Mission Oversight/Admin						
47	Staff Compensation	$32,267	$100,890	$101,433	$543	$398,141	
48	Post-Retirement Insurance	5,502	16,075	15,525	-550	62,100	
49	Lay Pension	0	76,600	76,600	0	76,600	Pension plan liability; funded by line 9
50	Administration	7,033	22,992	26,525	3,533	106,600	
51	Finance	8,588	14,889	15,689	800	97,754	
52	Buildings & Grounds	10,095	25,053	27,035	1,982	102,700	
53	Information Technology	2,365	6,345	8,212	1,867	35,000	
54	Bishop's Expenses	3,178	11,807	12,163	356	50,000	
55	Bishop's Office	847	3,776	3,425	-351	11,400	
56	Search & Call of Next Bishop	0	0	0	0	30,000	Funded by line 9
57	**Total Mission Oversight/Admin**	**$69,875**	**$278,427**	**$286,607**	**$8,180**	**$970,295**	
58	**Total Expense**	**$228,660**	**$751,361**	**$776,518**	**$25,157**	**$3,061,189**	
59	**Surplus / (Deficit)**	**$15,662**	**($40,828)**	**($98,194)**	**$57,366**	**$1,340**	
	% Current Year TEC to Income	12.32%	12.71%	13.31%	0.00%	11.79%	
	Total Outreach	$0	$0	$0	$0	$180,000	
	% Outreach to Income (Lines 36 & 37)	0.00%	0.00%	0.00%	0.00%	5.88%	
	Compensation & Benefits	$133,783	$416,622	$419,833	$3,211	$1,596,767	
	Pct to Total Expenses	59%	55%	54%		52%	

Budget 2018 Actual March 2018.xlsx 4/10/1810:43 AM

Moved By:Ms. Carol Harrison-Arnold **Seconded By: Nathan G. Huddleston**

Bishop's Search Budgetary Oversight

Sam presented the search and call budget for the Council actuals are positively below original projections, but the larger expenditures are still to come. But overall, we are still in favorable territory relative to the original projections.

Diocese of Newark
Search & Call of the Next Bishop
As of March 31, 2018

	Description	Budget	Actual	Projected Expense
1	***Search Committee***			
	Search Consultant, per diem, transportation	$ 11,820	$ 6,090	$ 6,090
2	***Orientation Retreat***			
	Meals	3,145	3,170	3,170
3	***Focus Groups/Listening Sessions***			
	Materials,snacks/meals,writing,editing,distribution	1,125	100	100
4	***Communication***			
	Website design,maintenance,production,distribution	2,000	420	420
5	***Meetings 15 members(10 meetings)***			
	Meals,space rental,overnight meetings	7,400	3,512	3,512
6	***Discernment Retreat 25 people -3 nights***			
	10 semi-finalists retreat,travel, retreat center,supplies,meals,background check	32,375	11,855	23,000
7	***Transition Committee***			
	Meetings,15 members,10 meetings-meals,space rental,pastoral care	8,300	115	8,300
8	***Walkabout***			
	6 candidates & Spouse-Travel,accomodations(3 nights),meals,gifts,misc.	22,840		18,000
9	***Electing Convention May 19***			
	Electronic balloting,lunch,extra convention costs	21,720		21,720
10	***Housing for Bishop/Bishop Elect during transition***			
	Hotel and accomodations	15,000		7,500
11	***Bishop's Salary overlap***			

11 ***Bishop's Salary Overlap***			
Salary and benefits	16,000		16,000
12 ***Bishop Beckwith Retirement Party***			
	10,000	3,650	10,000
13 Ordination Weekend			
Hotel and travel for Bishop-elect,dinner party night 50p,meals,site rental	69,500	15,500	69,500
14 ***Transition of Bishop-elect into the DON***			
Moving expenses,travel,transition expenses,seating of the Bishop	*32,000*		*32,000*
15 ***10% Contingency***	*25,323*		*18,302*
Total	*$ 278,548*	*$ 44,411*	*$ 237,614*

Ward J Herbert Grant Recommendations

Dale Ellis moved the Cycle 1 Recommendations from Ward J Herbert.

Moved, Seconded & Approved with Abstention

Moved By:Mr. Dale Ellis **Seconded By: Mr. Stuart Christie**

Hillsdale Senior Manor Trustee Elections

The President called to Order the Annual Meeting of the Hillsdale Senior Housing Board Corporation.

It was moved that the following nominees be elected for the terms noted to the Board of Hillsdale Senior Housing Board.

For the Class of 2021

Janet Tunick, St. Paul's Church, Montvale
John Greenberg, St. John's Church, Ramsey

Motion: It was moved and seconded to adjourn the Annual Meeting of the Hillsdale Senior Housing Board Corporation. The motion was adopted.

The President reconvened the Meeting of the Diocesan Council.

Rutherford Senior Manor Trustee Elections

The President called to Order the Annual Meeting of the Rutherford Senior Housing Board Corporation.

It was moved that the following nominees be elected for the terms noted to the Board of Nutley Senior Housing Board.

For the Class of 2021

Claudette Thomas, Church of the Epiphany and Christ Church, Orange

Motion: It was moved and seconded to adjourn the Annual Meeting of the Rutherford Senior Housing Board Corporation. The motion was adopted.

The President reconvened the Meeting of the Diocesan Council.

Nutley Senior Housing Board Trustee Elections

The President called to Order the Annual Meeting of the Nutley Senior Housing Board Corporation.

It was moved that the following nominees be elected for the terms noted to the Board of Nutley Senior Housing Board.

For the Class of 2021

Leon Hojegian, St. John's Church, Montclair
Mary Kenny, Holy Spirit, Verona

Motion: It was moved and seconded to adjourn the Annual Meeting of the Nutley Senior Housing Board Corporation. The motion was adopted.

The President reconvened the Meeting of the Diocesan Council.

Dwelling in the Word

Margaret Otterburn and Sam Reckford read from ACTS 16

Action Team Report Out

Equipping

Vestry University planning meeting April 18th at Episcopal House.

For May meeting first reads for
Two resolutions for District 5 Youth Initiaitive
EJC resolutions.

Discussion on church closings, how can the closing church have a say in the distribution of funds to a worthy location within their area. Making it possible to cut a check at the closing of a church for the distribution of some funds.

Empowering

Lenten Meditiations were declared successful
Summer Workshop - Liturgy - the Work of the People (same theme as three years ago) working on a date TBD

Engaging

Stigma Free training discussion
March for our Lives on Washington and around the state, developing the national gun violence awarneess date - encouraging churches to June 3rd as a date of observeance. Perhaps opening this date for youth in our congregations to talk about there experineces or their conerns are for the service.
Bishop will meet with the youth co-horts to make this day a diocesan wide observation. Perhaps annual occurence. Let the youth lead us in this. A press release and a Bishop's Blog will be produced in the coming weeks.

Sheelagh Clarke promoted the General Convention Youth Deputation.

Diana WIlcox Bishop's Cup golf outing on June 11th. Tee SIgns for $250 donation for churches.

Adjourn & Compline

Moved By: Ms. Lynn B. Tyler **Seconded By: Ms. Sue Morgan**