

THE DIOCESE OF NEWARK
OUR DIOCESAN COUNCIL
Wednesday, March 16, 2011
St. Agnes' Church, Little Falls
Draft Minutes of Meeting

The next meeting will be Wednesday, April 13, 2011 at St. John's Church, Boonton

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

Elected by Districts: Mr. Thomas Bisdale, The Rev. Timothy Burger, Mr. T. Donald Cairns, 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. Laurie Wurm

Bishop's Appointments: Ms. Gail Barkley, The Rev. Ginny Dinsmore, The Rev. Joseph Harmon

Absent: The Rev. Michael Allen, The Rev. Barrie Bates, The Rev. Deborah Drake, The Rev. Canon Gregory Jacobs, Ms. Terrie McColl, Ms. Diane Sammons, The Rev. William Thiele, The Rev. Dean Weber, The Rev. Canon Dr. Sandye Wilson.

Staff: Ms. Kai Alston, Ms. Kitty Kawecki, Ms. Kay Lark, Ms. Nina Nicholson

AGENDA

The agenda was adopted with the addition of a report from the Equipping Action Team on the funding of the 2011 JCAM request for release of Jersey City funds.

MINUTES

Motion: It was moved and seconded to accept the minutes for the meeting of February 9, 2011. The motion was adopted.

EPISCOPAL COMMUNICATIONS

Bishop Beckwith's comments included:

- The staff support proposals for the congregations of St. John's, Boonton and Incarnation, Jersey City were in discussions with the church leadership.
- Ms. Lorraine Jones, Epiphany, Orange, was appointed to the Council as the District 5 representative in the class of 2014. She will begin in April.
- A pastoral response team was established by Canon Jacobs and sub-teams were assigned to St. John's, Union City and All Saints', Bergenfield.
- Linda Curtiss will end her position as interim CFO in the middle of June. A search committee chaired by the Rev. John Mennell was appointed to identify a replacement. Other members included The Rev. Vicki McGrath, Mary Sunden, Bernie Milano, The Rev. Canon Greg Jacobs and Steve Duggan.
- The process of hiring a stewardship officer was ongoing.
- The staff mutual ministry reviews for the diocesan staff were nearly completed.
- A mutual ministry review of the bishop had been scheduled for Tuesday, June 7 and the review team will include members from the Steering Committee (2), the Trustees (2), Standing Committee (all), diocesan staff (2) and the chancellor and be led by the Rev. Gay Jennings.
- A potential tenant has expressed interest in the space available for lease in Episcopal House.
- The July 10-17 mission trip had 25 people signed up and others were welcomed; the maximum was 60 and if 40 people signed up a framing blitz team could be formed.

- Possible pilgrimage to Israel in the spring of 2012. The details would be announced by June of 2011.
- Announced clergy transitions: Calls: Cynthia Black, rector, Redeemer, Morristown, June 20; Brent Bates, rector, Grace, Newark, March 6; Michelle White, priest associate, Christ, Ridgewood, February 20; Cathy Quinn, priest associate, St. Elizabeth's, Ridgewood, February 6.
- Appointments: Mary Davis, interim, Calvary, Summit, February 20; Reggie Nuamah, Christ, Teaneck, January 16; Timothy Mulder, PIC, Christ, Short Hills; Gregory Perez, PIC, Calvary and Trinity Churches, Bayonne.
- Departures: Matthew Engleby, Saviour, Denville, March 27; Reggie Nuamah, Christ, Teaneck, March 20; Susan Schink, interim assistant, Christ, Short Hills, April 24; Fain Webb, Good Shepherd, Wantage, September 30; Orion Davis, St. Mary's, Sparta, September 18.

STEERING COMMITTEE – EPISCOPAL CAPITAL LOAN FUND: ST. MARK'S, TEANECK

The Rev. Vicki McGrath presented and moved for ratification the ECLF minutes that approved a loan of \$10,000 to St. Mark's, Teaneck, for the purpose of financing the renovation of the rectory. The renovations included the urgent projects of upgrading the electrical system to meet code standards, and basement walls and floors. The loan amount would be consolidated into the existing ECLF loan that has a term ending 2024 and a balance of \$30,000. The interest rate was 5%.

Motion: It was seconded to ratify the minutes from the Ward J. Herbert Fund Executive Committee which approved a loan of \$10,000 from the Episcopal Capital Loan Fund for St. Mark's Church, Teaneck, on February 17, 2011 for the purpose of financing the renovation of the rectory.

The motion was adopted.

STEERING COMMITTEE – LOANS AND GRANTS ORGANIZATION

The Rev. Vicki McGrath introduced an organization chart prepared by The Rev. Canon Gregory Jacobs of the different sources of diocesan loans and grants to congregations. The funds provided support for building repairs and capital expenses, congregational ministry and mission, 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.

Each of the action teams were aligned with the funding sources: Equipping Congregations – Ward J. Herbert Fund Board; Empowering People – Congregational Development Board; and, Engaging the World – ACTS/VIM Board.

The memorialization of the chart will be voted at the April meeting.

The Steering Committee will review the list of committees that was compiled last November under the title "Sparkplugs for Jesus" for assignment as well.

FINANCE REPORT

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

Revenue items were ahead of budget.

- Pledge revenue for this year was running ahead of receipts in past years. In March, pledge invoices were issued by email only (except for those six congregations which explicitly asked to continue postal mail). We will be monitoring receipts to see if this has any adverse affect.
- Investment income (lines 2, 3, 5) was realized quarterly so we won't see revenue until March.
- Senior Ministries (line 8) - this ministry group had already made their full donation, which

came from undesignated funds rolled over from previous years.

Expense lines were mostly at or below budget, with the following notes:

- The Staff expense for Finance Department (line 11) was below budget because the budget anticipated a full-time CFO which was not yet the case. We can expect this line to end the year under budget.
- Expenses for Diocesan Convention exceeded revenue received. Additional revenue had been received in March; we expected the final net expense to be \$1,500.
- Christian Formation routinely received deposits/payments early in the year for events that occur later in the spring. The "negative expense" in line 19 was expected.
- Expenses on behalf of Oasis are being funded from previously held-over monies and investments. That will zero out as the year progresses.
- Bottom line - Pledge receipts in the early months of the year was "always" insufficient to cover expenses, so we anticipated a deficit. The experience this year was somewhat better than budget, but it was still a deficit.

Additional items to note:

- Receipts on 2010 pledges continued to come in. To date, we received \$1,966,694 against pledges of \$2,048,926 for a difference of \$82,231 - well within striking distance. Eleven congregations had apparently already completed their reconciliation and made contributions in excess of their pledge.
- As of March 3, 38 congregations had finalized their Parochial Reports. We issued reconciliations to them and will continue the reconciliation process every couple of weeks as Parochial Reports are filed.
- You may recall that, beginning in 2011, we will impose a 0.25% (25 basis point) fee on all accounts in the DIT (except Clergy Housing Equity accounts). Letters to all account holders were mailed in February. The only response came from a member of the ACTS/VIM Board who indicated that he thought it was a smart move. Investors will first see this fee on their first quarter statements which should be available in late April.
- In early March, we wrote to 10 banks or credit unions inquiring as to their interest in and ability to serve our banking needs. Responses are beginning to come in and are being reviewed. If we opt to change banks, we expect it to be in June.
- Currently there were two congregations with two ECLF loans that would be consolidated as was noted for the new loan ratified for St. Mark's, Teaneck.

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

ACTION TEAMS MEETINGS AND REPORTS

The Action Teams reported on their meeting time this evening.

Equipping: The Rev. Vicki McGrath reported the team was working further on the vestry university planned for October. Some of the offerings from last year will be retained and new topics will be offered with additional presenters. There will be a spiritual framework for the day.

Empowering: Ms. Martha Reiner reported the plans for the March 26 forum on community gardens at St. Gregory's, Parsippany were finalized. The team met earlier in the evening with Mr. Paul Shackford, chair of the Commission on Ministry, on how to assist the Committee on the Laity and support the April 2 discernment conference. The team was attempting to discern its continuing connection to other groups.

Engaging: The Rev. Joseph Harmon reported the team discussed the team's Alleluia Fund responsibilities and the coordination with the Alleluia Fund Committee being led by Tom Bisdale and Michael Allen. A submission deadline for the AF grants will be published shortly and the date will be later than 2010 and at a time when the amount of funds available would be known. Some decisions reached included: an amount would be set aside for NetsforLife, an effort of ERD; no need to show preference for applications from Episcopal churches; and no need to designate an amount or percentage to fund the

individual baskets. Tom will continue chairing the allocation of the grants and would form a committee with team members and non-team members. The team also discussed the justice issues involving children. It was reported to the team tonight an idea that surfaced to provide a tool kit to assist congregations with resources on understanding the issues involving children and how they might participate. A summit on children's issues was planned for Thursday, May 19 in the evening. There was discussion on the recent follow up meeting to the Listening Campaign. The campaign might have raised up affinity groups so that some congregations would have conversations among themselves. At that meeting three people volunteered to continue working as listeners; it was known that there were at least nine others. How to deploy them was needed to be decided. Some of the needs identified during the campaign will be studied and reviewed.

EQUIPPING CONGREGATIONS – JERSEY CITY FUNDS

The Rev. Vicki McGrath presented the annual request for release of Jersey City Funds to the Church of the Incarnation, Jersey City, Grace Church Van Vorst, Jersey City, and St. Paul's, Jersey City. The action team recommended the request. The fund requests were initially received by JCAM for approval before submission to the Steering Committee and the Equipping action team. The requests were to fund ministries at the congregations. The team noted that many of the programs involved children and the training in Safeguarding God's Children was expected and that financial information for the previous two years for the programs was requested going forward. Prior year information had been provided by Incarnation and the request was reduced from last year. The request from Grace Church Van Vorst was nearly double from last year. JCAM worked at presenting the proposal as a unified request after its meeting in January. There was a delay in getting the request to the Steering Committee. St. Paul's request was higher than last year's because a new music program was added. The Grace Church Van Vorst request was higher because of the growth in the congregation and the continuing and new ministries; the increase would provide ministerial support.

During the discussion there was concern expressed with the expectation of the adoption of the release in such a high amount without much notice even though the practice had been for the vetting to be completed by the action team prior to a Council vote. There had been an annual granting of funds, but the amount was higher than last year's request of \$125,500 or the 2009 request of \$112,000. There was also concern the amount of available Jersey City Funds for ministry and whether the spending was from the principle or the income. It was decided to approve the request conditionally that further review be completed by the Equipping Team in consultation with the CFO.

Motion: Resolved, That the Diocesan Council approves the release of Jersey City Funds contingent on the further review by the Equipping Team in coordination with the CFO. The requested amount was \$203,207 from the Jersey City Funds for the year 2011 to support the ministries of St. Paul's in Bergen, Church of the Incarnation and Grace Church Van Vorst that had the approval of the Jersey City Area Ministry (JCAM) at its meeting in January 2011 as follows:

- **St. Paul's in Bergen - \$27,000:** summer day camp, music education program and after school program.
- **Church of the Incarnation - \$50,207:** clergy support (\$20,000), Welcome Table Community Nourishment, (\$3,000), music ministry, (\$27,207).
- **Grace Church Van Vorst - \$126,000:** Godly Play/Story Haven (\$3,275), children's ministry (\$5,000), young adults (\$9,000), men's ministry (\$14,500), Breakfast Plus! (\$10,225), family seminars (\$4,500), small group ministry (\$3,500), family matters (\$6,000), ministerial staff (\$70,000).

The motion was seconded and adopted with one abstention.

ANNOUNCEMENTS

- Senior Ministries was cosponsoring "Successful Aging: You Can Get There from Here" workshop on April 9 at St. Luke's, Montclair.
- Episcopal Youth Event application deadline was March 30.

- The last confirmation retreat was scheduled for April 15-16 at Christ Church, Pompton Lakes and the registration deadline was April 1.
- Men of Trinity at the Cathedral was sponsoring its first golf outing on May 18 at the Weequahic Park Golf Club in Newark.
- Cross Roads summer camp program registration was open now for youths and families.

MEETING EVALUATION

Time was well spent.

COMPLINE

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

The meeting was adjourned at 8:45 p.m.

Respectfully submitted,
Michael Francaviglia, Secretary