

**Diocese of Milwaukee
Executive Council Meeting
December 6, 2012 6:00 p.m.
Trinity, Wauwatosa**

Present: The Rt. Rev'd Steven A. Miller; The Rev'd Andrew "Drew" Bunting; The Rev'd Steve Capitelli; The Very Rev'd Kevin Carroll, President, Standing Committee; The Rev'd Dr. Paula Harris; The Rev'd Dr. Miranda Hassett; Mr. Patrick Johnson; The Rev'd Gary Lambert, Diocesan Executive Secretary; Ms. Taryn Lantz; Mr. Steve Martinie, Diocesan Treasurer; Mr. Gust Olson; Ms. Giannina "Nina" Radcliffe; The Rev'd Scott Seefeldt, President, Commission on Ministry and The Very Rev'd Deborah Woolsey

Others present: Ms. Peggy Bean, Bishop's Assistant for Congregation Development; Ms. Diane Blank, Bishop's Assistant for Finance and The Rev'd David Pfaff, Canon to the Ordinary

Absent: Mr. Henry Peters; The Rev'd Carla McCook, Bishop's Assistant for Christian Formation; Mr. Rob Mortensen and The Rev'd Joan Smoke

- **Call to Order/Opening Prayer – Bishop Miller**

Bishop Miller called the meeting to order at 6:06 p.m. and opened with prayer.

Bishop Miller welcomed the new Executive Council members and stated that recently elected Ms. Valerie McAuliffe had resigned for personal reasons.

The members of the council introduced themselves.

The Behavior Norms for Executive Council Meetings were reviewed, and it was clarified that documents may be read at the meetings on electronic devices.

- **Additions/Deletions to the Agenda**

There were two additional agenda items:

- an Action Item regarding the request for a loan by the DeKoven Foundation
- Items of Personal Privilege at the end of the meeting

- **Approval of the Minutes from the September 20, 2012 Executive Council Meeting**

Bishop Miller asked if there were any additions, deletions or changes to the minutes of the September 20, 2012 Executive Council meeting. Ms. Taryn Lantz moved and The Rev'd Steve Capitelli seconded that the minutes be approved as presented. The September 20, 2012 Executive Council minutes were unanimously approved as presented.

- **Discussion/Action Items**

Review and Sign Conflict of Interest Form

Each member of the Executive Council read, reviewed and signed the Conflict of Interest Form

Approve Housing Allowances

A motion to approve, as a whole, the following 2013 Housing Resolutions for The Rt. Rev'd Steven Miller, The Rev'd David Pfaff, The Rev'd Carla McCook and The Rev'd Jonathan Melton was made by The Rev'd Gary Lambert and was seconded by The Very Rev'd Deborah Woolsey.

The full text of each Resolution follows:

Housing Resolution for 2013 for The Rt. Rev. Steven Miller

Resolved, that of the total compensation to be paid to The Rt. Rev. Steven Miller during 2013, \$50,000 shall be designated as housing allowance (in lieu of the Episcopal Diocese of Milwaukee providing and maintaining a furnished residence for him), to be excludable from taxable income, within the meaning of section 107 of the Internal Revenue Code, to the extent that said housing allowance is spent by The Rt. Rev. Steven Miller for expenses of renting or providing a furnished home for himself and family, including rental or mortgage payments, insurance, utilities, furnishings, maintenance and repairs and other related expenses, up to the fair market rental value of said home, including furnishings and utilities. This housing allowance designation will apply to calendar year 2013 and all future years unless otherwise provided.

Housing Resolution for 2013 For The Rev. David Pfaff

RESOLVED, that of the total compensation to be paid to The Rev. David Pfaff during 2013, \$36,000 shall be designated as housing allowance (in lieu of the Episcopal Diocese of Milwaukee providing and maintaining a furnished residence for him), to be excludable from taxable income, within the meaning of Section 107 of the Internal Revenue Code, to the extent that said housing allowance is spent by The Rev. David Pfaff for expenses of renting or providing a furnished home for himself and family, including rental or mortgage payments, insurance, utilities, furnishings, maintenance and repairs and other related expenses, up to the fair market rental value of said home, including furnishings and utilities. This housing allowance designation will apply to calendar year 2013 and all future years unless otherwise provided.

Housing Resolution for 2013 for The Rev. Carla McCook

RESOLVED, that of the total compensation to be paid to The Rev. Carla McCook during 2013, \$24,000 shall be designated as housing allowance (in lieu of the Episcopal Diocese of Milwaukee providing and maintaining a furnished residence for her), to be excludable from taxable income, within the meaning of section 107 of the Internal Revenue Code, to the extent that said housing allowance is spent by The Rev. Carla McCook for expenses of renting or providing a furnished home for herself and family, including rental or mortgage payments, insurance, utilities, furnishings, maintenance and repairs and other related expenses, up to the fair market rental value of said home, including furnishings and utilities. This housing allowance designation will apply to calendar year 2013 and all future years unless otherwise provided.

Housing Resolution for 2013 for The Rev. Jonathan Melton

RESOLVED, that of the total compensation to be paid to The Rev. Jonathan Melton during 2013, \$20,000 shall be designated as housing allowance (in lieu of St. Francis House providing and maintaining a furnished residence for him), to be excludable from taxable income, within the meaning of Section 107 of the Internal Revenue Code, to the extent that said housing allowance is spent by The Rev. Jonathan Melton for expenses of renting or providing a furnished home for himself and family, including rental or mortgage payments, insurance, utilities, furnishings, maintenance and repairs and other related expenses, up to the fair market rental value of said home, including furnishings and utilities. This housing allowance designation will apply to calendar year 2013 and all future years unless otherwise provided.

The Resolutions were unanimously approved, as presented.

Unpaid Assessment Balance Review for Zion, Oconomowoc

The Rev'd David Pfaff began the discussion with:

- a review of the history of Zion, Oconomowoc
- the previous reduction and deferral granted to Zion, Oconomowoc because the assessment had been based on the contributions of a larger congregation

The discussion continued with:

- a reiteration of the membership's unique historical experience
- the need to have a serious conversation with them regarding promises being met
- the fact that the assessment is old and that forgiving it now will have no impact on the current diocesan budget

The Rev'd Steve Capitelli moved to forgive Zion, Oconomowoc's unpaid assessment balance and The Rev'd Scott Seefeldt seconded it.

The discussion continued regarding:

- the issue of setting precedents
- history repeating itself
- the need for due diligence and consistency in these matters as well as securing appropriate documentation going forward
- crafting intentional guidelines for future situations
- setting up and maintaining policies and procedures to insure congregations make healthy decisions
- the importance of the pastoral element in this situation

It was noted that the priest at Zion is participating in FIT (Financial Information Training); members of the congregation have participated faithfully in all Vestry Days; the parish is being prepared for CDI.

The initial motion was withdrawn and, after a discussion to clarify the intent of the Executive Council regarding the request made by Zion, Oconomowoc, it was replaced with the following revised motion:

The Rev'd Paula Harris moved and it was seconded that, the Executive Council, being aware of the unique historical situation at Zion, Oconomowoc and of the efforts made by the parish to this point, extend assistance to them in an intentional manner by way of **striking their debt off the diocesan books, on a one time basis, and that** Mission and Development engage them as **if they were** an aided parish. Approval of the **new** motion was unanimous.

Future Use of Meachem Fund Income, Post 2013

Bishop Miller reviewed the history of the Meachem Fund, noted its status to-date and asked the question: how best can we use the income from the fund which, due to recession, is only @\$90,000-100,000?

The Rev'd Gary Lambert, who was on the initial committee, felt this matter needed to be seriously reviewed. Ideas for use of the funds were expressed (small projects, income to the diocese, rewards for establishing a ministry).

It was finally determined that further serious discussion was needed to determine the future use of the Meachem Fund.

Strategic Solutions Initiative Revisited – The Rev'd David Pfaff

The Rev'd David Pfaff explained that:

--The Strategic Task Force (The Rev'd Dr. Jonathan Grieser, The Very Rev'd Andrew Boyd Jones, Mr. Rob Mortenson, Ms. Meredie Scrivner, Ms. Jill Heller, The Rev'd April Berends, Mr. Mike Hagon) continues to meet. They are looking for additional members.

--The relationship with the Episcopal Church Foundation has been ended.

--The areas in review are:

Stewardship

Discipleship

Relationship

Presence

Bishop Miller noted that there is value in self-investment.

- **Information Items**

St. Francis House, Madison Update – Bishop Miller

Bishop Miller noted that:

--The new chaplain, The Rev'd Jonathan Melton, has formed a core group of students.

--Construction is on schedule with 80% of the apartments rented. The hope is 100% occupancy for the fall of 2013.

--The use of the historic building will be discussed in the future.

--The prospect of a "stream of income" is positive.

--LZ Ventures has been wonderful to work with.

St. Edmund's, Elm Grove Update – Bishop Miller

Bishop Miller noted that:

--The property committee is reviewing the appraisal of the property that came in under what had been anticipated.

--This location may not be a place to restart a church.

--He does not want public worship there for at least 1 ½ years.

--There are other significant issues:

the cremated remains

stolen records

distinguishing between items that were donated versus those that were purchased

recouping some painting costs

--The judge has rendered a final statement and award.

--For all intents and purposes, it is time to move on.

- **Committee Reports**

Standing Committee – The Very Rev'd Kevin Carroll

The Very Rev. Kevin Carroll (All Saints'-Milwaukee) and the Hon. Philip Koss (St. John's in the Wilderness – Elkhorn, WI. newly elected members, were present.

The Very Rev. Kevin Carroll was elected to serve as president for the coming term.
Ms. Judy Rose (Grace Church-Madison) was re-elected to serve as secretary.

Ms. Dorota Pruski, candidate for ordination to the diaconate, met with the Standing Committee. She was unanimously recommended for ordination.

The Standing Committee unanimously consented to the election of the Rev. Dr. Douglas Hahn as bishop of Lexington, KY.
The meeting was adjourned.

The Standing Committee convened via email on November 19, 2013, to recommend the Rev. Kyle Oliver to be ordained a priest. The recommendation was unanimous.
The Standing Committee will meet with Bishop Miller in January.
Respectfully Submitted,
The Very Rev. Kevin Carroll, President

Update on the Episcopal Service Corps Initiative – The Rev'd David Pfaff

The Rev'd David Pfaff announced that:

- Our application to ESC passed the initial vetting stage.
- The application is being "fine-tuned" and will be resubmitted in December.
- The November 30th memo, which was distributed to the Executive Council, outlines details and process.
- Though a financial breakdown of funding is indicated in the memo, further funding is not being asked for at this time

- **Return to Missed Action Item**

- **Request for a Loan from The DeKoven Foundation for Church Work, Inc.—Bishop Miller**

Bishop Miller delineated:

- the history of DeKoven
- the structural challenges faced by DeKoven
- the fact that the loan request is not from a parish but from a related organization

During the subsequent discussion it was noted that there is a Loan Policy in place that stipulates that a loan request must be approved by the Finance Committee.

Bishop Miller noted, therefore, that this loan request will be sent to the Finance Committee for review and approval.

- **Committee Reports Continued**

- **Finance Committee/Treasurer – Ms. Diane Blank**

Ms. Diane Blank stated that:

- we are under budget with the exception of some legal expenses and possibly the cost of the convention
- we have not had to borrow

Ms. Diane Blank distributed the 2011 Parish Reviews and submitted the recommendations for those parishes that will receive limited reviews. Mr. Gust Olson moved and Ms. Taryn Lantz seconded the motion to accept those recommendations. The motion passed with one abstention. (Members abstain on votes specific to their parish.)

Mission and Development – Ms. Peggy Bean

Ms. Peggy Bean noted that:

--The Commission on Mission and Development feels that though their overall progress has been good, the method of funding needs restructuring.

--There will be Leadership Training Days in February and March.

--A new program, FIT (Financial Information Training), is in development.

--Diocesan Church Development Institute is underway.

--The Office of Congregational Development is working on creating Covenants for ministries, such as the Hospitality center.

Note: The Hospitality Center has been selected as one of the sites for the Channel 12 Christmas special.

Christian Formation – The Rev'd Carla McCook via E-mail

Welcome to all new members of the 2012-2013 Executive Council. My apologies for being absent tonight.

Our last diocesan formation event was Youth at Convention. We had 15 youth and adults registered to attend; and 13 in attendance (two were ill and unable to come). From the feedback received, it was a hit with the youth. Their favorite part of the weekend was serving at the Food Pantry at Grace, Madison on Saturday. They served over 20 families in the time they were there.

Several formation events are "in the works".

- Camp Webb 2013 site reserved at Lutherdale, Elk Horn. Sarah Hoff will be the Program Director for the camp. The theme/curriculum for camp will be "Living the Adventure," based on the *Living Well with Living Compass for Emerging Adults and Teens*. We are again promoting, Give Camp for Christmas, this year. Staff week will be June 9-15 and Camp Week June 16-21.
- I and Deacon REGS Scheeler continue to visit parishes around the diocese to preach and teach about Christian Formation. We will continue visitations in 2013.
- Our upcoming Youth & Family event is Family Fun Day (Sat, Jan 19, Zion, Oconomowoc & Sat, Feb 16, St. Dunstan's, Madison). The day is 9am-3pm. Focus on the day is the value of Christian Family. Each day offers opportunity to learn, family puzzlers to solve together, shared meals and play time.
- Mission Trip will be to Irvine, Kentucky, to St. Timothy's Appalachian Ministries, June 30-July 7, 2013. Applications will be going out and the team will be selected. We can take up to 30 youth/adults on the trip (age 13+).
- Women's Lenten Retreat, Sat, March 9 is in the planning stages.
- I will be attending the FORMA (National Episcopal Church group of Christian Formation and Educators) Conference, Jan 29- Feb 2.
- I will also attend a continuing education and training conference with Rev. Kevin Carroll, The Vision and Practice of 21st Century Christian Formation, Feb 24-27.

Submitted Faithfully,

Carla

The Rev. Carla McCook

Commission on Ministry – The Rev'd Scott Seefeldt

The Rev'd Scott Seefeldt noted the following:

The commission is:

- in the process of reorganization with many new members
- evaluating the scope of its work and ministry
- clarifying individual duties
- establishing an efficient and expedient paperwork process

Note: The Rev'd Scott Seefeldt recommended, that the Executive Council considers using Drop Box for dissemination of materials.

Bishop's Report – Bishop Miller

Bishop Miller expressed his gratitude to those willing to serve on the Executive Council.

He reminded the members that there were new meeting days and times for 2013.

He stated that:

- There is an ordination December 15th at 1:00 for Ms. Dorota Pruski to the Transitional Diaconate.
- He was appointed to the Standing Committee on Liturgy and Music
- He will be doing traveling within the wider church as Co-chair of the Moravian Episcopal Dialogue.
- The visitations of parishes are continuing; however, the growing number of clergy vacancies is a concern.
- He will continue the tradition of spending time with the retired clergy at St. John's on the Lake.

Final Items:

There were several Points of Personal Privilege:

Bishop Miller expressed his appreciation to The Very Rev'd Deborah Woolsey for her service and support to the diocese especially in her capacity as Dispatch of Business for the Diocesan Convention. He noted that tonight was her last meeting with the Executive Council and that she had taken a position at St. Paul's, Dayton, OH.

Bishop Miller welcomed The Rev'd Gary Lambert back to the team. Father Lambert expressed his appreciation to all for the prayers and support he has received during his illness, surgery and recovery.

The meeting was adjourned at 7:54 p.m.

Bishop Miller wished all a Blessed Advent and asked that the Executive Council pray for him as he prays for them.

Respectfully submitted,

Rev'd Margaret M. Kiss
Deacon
Recorder of the Minutes