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**The Episcopal Diocese of El Camino Real
Board of Trustees
Minutes of a Regular Meeting
Thursday, August 20, 2009
Mission House, Seaside, California**

Voting Members Present:

Mr. Steve Dodds, The Rt. Rev. Mary Gray-Reeves, President; Mr. George Lockwood, The Rev. Vincent Raj, The Rev. Silvestre Romero, Jr., Mr. Frank Snow, Vice-President; The Rev. Kenneth Wratten, Ms. Ann Wright, Ms. Heidi Zamzow

Voting Members Absent:

The Rev. David Breuer, Ms. Elizabeth (Lisa) Gonzalez, The Rev. Valerie Valle,

Ex-Officio (Non-Voting) Members Present:

Mr. Edgar Markham, Treasurer, Ms. Judi Sato, Recording Secretary

Ex-Officio (Non-Voting) Members Absent:

The Rev. Maly Hughes, Secretary of Convention;

Others Present:

Mr. Richard O. Mueller, Finance Committee Chair; Ms. Nancy Cohen, Chancellor; The Rev. Chris Creed, Standing Committee, Liaison, The Rev. Canon Jesús Reyes, Canon for Congregational Growth & Development

Guests:

AG-1 Call to Order, Checking In, and Opening Prayer

The August 20, 2009 meeting of the Board of Trustees (BoT) of the Episcopal Church in the Diocese of El Camino Real came to order at 10:08am. Vincent led the Board in an opening prayer.

AG-2 Adoption of Meeting Agenda

The Agenda was approved as amended by general consent.

AG-3 Approval of Minutes

Ms. Judi Sato

The minutes from the June 18, 2009 meeting were approved as amended by general consent.

AG-4 President's/Bishop's Report

The Rt. Rev. Mary Gray-Reeves

The Bishop provided an oral report summarized as follows:

- Partner's Visit will be Sept. 18th through the 25th.
 - There will be five from each diocese as well as a team of five from our diocese: Bp. Mary, Brian Nordwick, Jesús Reyes, Ann Wright & Lucretia Mann.

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- There will be a Sunday welcome Eucharist at Trinity followed by an afternoon session with three workshops involving all three dioceses: Congregational Development, Mission, and Stewardship. The Rev. Laurel Johnston, formerly of this diocese, will also be present representing the National Church. There will be flyers for all public events.
- The Youth trips went well. Camp St. Andrews is an excellent youth opportunity for those in high school to earn Community Service points.
- Deployment:
 - St. Dunstan's: their profile is in the final stages.
 - ECA: they have called an Interim
 - St. Edward's: they have chosen a Priest-in-Charge and are negotiating an agreement for a three year commitment.
 - St. Andrew's, Ben Lomond: They have called the Reverend Blaine Hammond from the Diocese of Olympia
 - St. John's, Monterey: They have called the Reverend Bob Ott
 - San Pablo: Last Friday was the Installation of the Rev. Christy Laborda.
- Diocesan Convention: The Bishop reported that the youth presence at General Convention was strong and would like to see more youth involved in this diocese. To that end she would like to promote the idea that each congregation bring one person between the ages of 16-20 and grant them seat and voice at the Diocesan Convention in October. Names from each congregation should be sent to The Rev. Maly Hughes, Secretary to Convention. There will also be some way to try and get them all together during the two days.
- Holiday Party for staff, Standing Committee, and Board of Trustees is on the Calendar for December 17th.
- Nancy mentioned that The Rev. Efren Garza resigned from the Board of Trustees effective July 1, 2009.
- The Bishop reported the new website is being tested at this time.
- The Bishop sent a letter of inhibition to The Rev. Francisco Juarez for abandoning communion. It also requested the return of several items.

The Regular Meeting of the Board of Trustees broke for an Executive Session at 10:23 am and resumed the regular session at 11:23am.

AG-5 – Treasurer/Finance Reports

The Finance Committee sent out the letter to the congregations to remind them they need to be current on their Fair Share in order to have seat, voice, and vote at Diocesan Convention. So far they have received 25 responses: 14 had no change in their estimate, 7 increased their estimate, and 4 decreased their estimate for 2009. St. Andrew's, Saratoga will decrease their Fair Share by \$1900/month for the remainder of the year.

With reserves it looks like there will be a \$10,000 budget deficit. The Finance Committee recommends the Board continue to freeze the previously designated frozen expense items. All but four parishes will be current on their Fair Share to within one month. Those congregations that need to be contacted are: St. James, Paso Robles, St. Stephen's, Gilroy, and Holy Spirit, Campbell. Their status will need to be resolved by August 25th in time to have seat, voice, and vote for Convention.

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St. Stephen’s, Gilroy has a good plan for Aided Parish status that has been approved by the Finance Committee. The Bishop, BoT and the Standing Committee all need to approve a parish’s change in status.

Epiphany, Marina is a Parochial Mission under All Saints, Carmel. They are hoping to reconnect with their neighborhood as most of the members are commuters. Their status is reported with their Parish sponsor, All Saints, Carmel.

SMUM’s \$113,000 note was due December 2008 and nothing has been paid on it. The auditors recommend that we decide to call the note, renew it, or write it off. To that end, the following resolution was proposed:

BoT200908200001			Issue: SMUM’s Diocesan Note
Resolved , the BoT recommends that the Finance Committee investigates Santa Maria Urban Ministry’s (SMUM) financial and ministerial functions and bring to the BoT a recommendation on the status of their Diocesan note by the October Meeting MSC			Discussion: A decision on the note needs to be made by December 31, 2009.
			Action: Richard Mueller will coordinate the investigation with David.
Yes: 9	No: 0	Abstain: 0	Keywords: SMUM, Diocesan Note

The current financial reports were also discussed.

Lunch – The Board recessed for lunch at 12:10 p.m. for 15 minutes. George led us in a blessing before lunch.

AG 6.0 Old Business

6.1 Shires Update – no change.

6.2 2008 Audit Finals (Ed Markham): the good news was the Diocese did not receive a Management Letter this year detailing any corrections. Besides the SMUM note, the auditors did not have any further recommendations. Heidi asked about the questions the BoT had for the auditors. The final report that would answer those questions has not been received as yet.

Ed has advised the Nominating Committee he will not be running for re-election as Treasurer. He will continue on the Finance Committee and will be available to assist the new Treasurer. Ed and Richard have a 19 year partnership that provides the Board with a good institutional memory.

6.3 Heidi Zamzow gave a Reporting Group update. Protocols for reporting will be approved in September and implemented after convention. Committee organizational cleanup:

- The duties of the Small Congregations subcommittee are being absorbed by Congregational Development Committee (soon to be Committee on Vitality and Growth).
- Stewardship’s report will be included in Congregational Development’s report.
- The Board needs to create a process for dealing with inactive committees to rehabilitate them, formally disband them, legitimize them as a diocesan committee, or remove them from the diocesan structure.
- We should not assume that every ministry needs to be under the diocesan structure. Any need for licensing or background checks however must be under our domain.

6.4 El Camino Real Restitution Plan Annual Report 2009 (Richard): Action at the 2009 General Convention, reduced the National Assessment from 21% to 19% and the minimum amount increased from \$100, 000 to \$120,000, effective in 2011. The plan we are preparing will show we are going forward and it will also include when we predict we will be back in compliance. The report will be ready August 31, 2009.

AG 7 New Business - No items presented.

AG-8 Reports

8.1 Vice President (Frank Snow):

The November meeting is scheduled for Saturday, November 21st in Salinas or Gilroy. It is the first meeting after Convention with the newly elected members. There is a conflict with the new member training date. We will wait to see who is elected to determine what training is needed. Frank requests any information that would be helpful for the new members to help get them up to speed.

9.2 Standing Committee (Chris Creed):

The SC worked with the current issues in the diocese and approved Ms. Judi Sato for Candidacy. The new SC liaison to the Commission on Ministry (COM) will be The Rev. Richard Leslie.

9.3 Canon for Congregational Development (Jesús Reyes):

- The Committee on Congregational Development will be presenting a name change to Convention: Committee on Growth and Vitality. They have developed a new charter. Joseph Rose has resigned from the committee.

BoT200908200002			Issue: Committee on Congregational Development's Charter and Membership Roster
Resolved , the BoT accepts the new charter for the Committee on Growth & Vitality and their roster as edited to correct the date and current membership status. MSC			Discussion:
			Action:
Yes: 9	No: 0	Abstain: 0	Keywords: Charter, Congregational Development, Membership

- Jesús has been meeting with The Rev. Karin White at St. Joseph's and The Rev. Ruth Casipit Paguio from Holy Child to explore the possibility to bring the two congregations together to become Holy Family. Karin is retiring in mid-November and St. Joseph's is open to accept Ruth as Priest-in-Charge. Jesús will get the two vestries together to look at expectations and authority issues. They will have one meeting and two retreats for bible study and reflection and to look at areas that they need to work on to integrate the two groups. There is no deadline so they can take their time. The Bishop will also meet with their vestries.
- In two weeks Jesús will meet with the Department of Missions (DOM) to look at the allocation of funding. The formula from previous years has been changed and will affect some congregations. Two new congregations are requesting funding: Holy Spirit, Campbell and St. Mark's, King City.

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- The San Luis Obispo Deanery is developing a new Latino ministry. Jesús is working with The Rev. Mary Morrison and Berkeley Johnson. There will be a second workshop on how to incorporate new members into the congregation and how to open up spaces.
- All Saints, Watsonville completed a series of meetings and now have a vision for their parish. A progress report from them is due August 31, 2009.

[Steve Dodds left the meeting at 2:00 pm]

9.4 Canon for Finance & Administration (Brian Nordwick): on Sabbatical

9.5 Liaison Exchange: no report

9.6 Deanery Reports: Each deanery will be having their meeting to discuss the budget and have a time of visioning with Bishop Mary in the coming month.

AG-10 Next Meeting

The next meeting will be Thursday, September 17, 2009, in Seaside. Heidi will lead the opening and closing prayers.

The Meeting was adjourned at 2:21 pm with a closing prayer led by Vincent.

Respectfully Submitted,

Ms. Judi Sato
Recording Secretary

Enc. (by hardcopy)
June and July Financials
Committee on Congregational Development Charter and Roster

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