

EPISCOPAL DIOCESE OF EASTERN OREGON  
DIOCESAN COUNCIL RETREAT

Minutes of the Meeting  
November 19-21, 2010  
Kimsey Commons, Ascension School, Cove

PRESENT:

The Rt. Rev. Bavi "Nedi" Rivera, Provisional Bishop

Class of 2011

G Royes, S/C

The Rev. Alison Dingley, S/C

PolliAnne Grover

Susan Powers

The Rev. Dcn Stephen Schafroth

Class of 2013

Laurance Kerr, S/C

The Rev. Christy Close Erskine, S/C

Bobby Fox

Ruth Tsu

The Rev. Anna Carmichael

Class of 2012

Arnold Coe, S/C

The Rev. Paul Morton, S/C

Bob Thomson

The Rev. Dcn Ruth Brown

Ex-Officio

Terry Joakimides, Secretary of Convention

Jerry Frazier, Treasurer

Visitors

Jeanie Senior, Communications Coordinator

Patty Olson Lindsey, Ascension School

Seat & Voice

The Rev. Canon Lee Kiefer, Staff

Diane Adams, Secretary to Council

Edd Doorn, Class of 2010

ABSENT

Terry Rahmsdorff, Class of 2012

Jim Foster, Chancellor

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**Friday, November 19, 2010**

A Standing Committee meeting preceded the Diocesan Council meeting. Diocesan Council gathered at 5:10 p.m. in the conference room for Evening Prayer led by G Royes. A time for introductions followed and the agenda for the weekend was reviewed.

Following dinner Council gathered again in the conference room. Bishop Nedi opened the time with prayer. Council members were invited to tell a story of their faith journey and to place a symbol on the altar. Following that sharing, time was spent in discussion of values for working together as Council. Bishop Nedi asked Council members to reflect on what is important about the work Council is doing based on the stories that were shared. It was noted that the values discussed were from the sharing of stories and the sharing of lives and a list was not needed. Comment was made about being authentic even in disagreement.

The meeting recessed at 8:45 p.m. following Compline led by Steve Schafroth.

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### Saturday, November 14, 2009

The meeting reconvened at 9:00 a.m. with Morning Prayer led by Susan Powers.

#### Task Force on Diocesan Futures

Bob Thomson reviewed the process that the task force followed to reach assumptions about the next episcopacy. The report of assumptions was distributed and Bob noted that there would be a workshop for Council at the January meeting. Questions, answers and discussion followed. Bishop Nedi asked about Council doing congregational visits following the January meeting.

Discussion resulted in editing of the assumptions that had been generated by the task force. It was noted that none of the assumptions stand alone. Patty noted that Ascension is a financial implication in the assumptions. Discussion followed regarding the possibility of naming Ascension the cathedral (*green cathedral*) for the diocese. It was noted that education about what a cathedral is and its relationship to the diocese would be needed.

Following discussion the list of assumptions was sent to a "wordsmith committee:" Jeanie Senior, Ruth Tsu, Terry Joakimides, and Christy Close Erskine. It was stated that the final edited document would be sent back to the task force.

Paul Morton **moved** that the Task Force on Diocesan Futures continue until after the January Diocesan Council meeting. The motion was **seconded** and **passed** with no dissenting votes.

#### Financial Report

Jerry Frazier reviewed the October financial statement which was distributed in the pre-meeting information. Patty noted that the Ascension support line (line 166) will be less by the end of the year. Jerry also reviewed the assessment summary which was distributed at the meeting.

#### Orientation

The bishop gave an overview of how Diocesan Council fits into diocesan functioning. She noted that Standing Committee is mandated by national canons, but that Diocesan Council is structured by diocesan canons to serve as Convention when Convention is not in session and to oversee programs of the diocese.

In response to a question, Bob commented that he could create a private blog space for Council within the diocesan website. Diane Adams noted that Dropbox was also initiated for sharing documents but that the current Dropbox is shared by the clergy of the diocese as well as Council and staff.

#### Convention Review

Bishop Nedi opened review of the 2010 Convention by asking what worked. Comments were made concerning speaker Sara Miles' impact on the parishes' understanding of mission. It was noted that current Bisbee grant applications reflect that impact. It was also noted that Convention is more than just a business meeting and that the Friday night agenda confused some people. Critiques received by mail or email were also shared. Notations for future Conventions included:

- Presentations by speakers should be hands on and practical (incarnational)
- Attention needs to be paid to transitions from spiritual/worship to business
- PMRs are needed
- Friday night program needs to be the opening of Convention
  - Use a model similar to Retreat with Friday being a time for worship and building relationships
  - It is difficult to do business on Friday night
  - Space is a challenge for many of the churches for Friday night

The meeting recessed with Noonday Prayers and reconvened at 2:00 p.m. with a time for Council members to respond to “Share a Story” cards in pairs.

### Approval of Minutes

Paul Morton **moved** acceptance of the minutes of the August 13-14, 2010 Diocesan Council meeting. The motion was **seconded** and **passed** with no dissenting votes.

### Canon’s Report

Canon Lee Kiefer reported that a priest has been called to St. John’s, Hermiston; Dan Lediard’s start date was November 1. He also said that he expects Church of the Redeemer, Pendleton, to make a call soon and that St. Peter’s, La Grande, still has work to be done before making a call. He also commented that a half-time pastor has been called to Church of the Living Waters on the Paiute reservation in Burns and that St. Andrew’s/Peace Lutheran are hoping to budget enough funds to call that pastor to serve them on a part-time basis.

Lee announced that he will be offering Safeguarding training and Worship Leader training in Ontario on Dec. 5-6.

Lee then announced to Council that he is seeking a new position outside the diocese. He commented that he does not intend to be a “lame duck” and will continue with his regular work schedule until he leaves for a new position.

### Letters of Agreement

Alison Dingley distributed copies of the Bishop’s letter of agreement. Comment was made that Standing Committee is considering posting the letter of agreement on the website and in the Oregon Trail Evangelist in the spirit of full disclosure.

Bishop Nedi excused Jeanie Senior while her letter of agreement was discussed. When Jeanie returned she explained the proposed changes to production of the Oregon Trail Evangelist as necessitated by the discontinuation of the Episcopal News publication. Bishop Nedi proposed and Jeanie agreed to an added bullet in Jeanie’s letter of agreement stating that Jeanie will take the lead in designing and running a fundraising campaign for the budgeted \$10,000 communications income.

Alison Dingley **moved** acceptance of the amended communications letter of agreement. It was **seconded** and **passed** with no dissenting votes.

### Financial Business for 2011

Jerry fielded questions regarding the 2011 budget. He noted that a question of how to balance the budget remains, noting that the probable source will be the invested proceeds from property sales.

Jerry reviewed the status of the audits saying that the diocese is paying for staff time at the CPA firm of Friend & Regan to prepare the records for audit. He stated that bill paying and record keeping will be outsourced to the same firm. He noted that though he has mentioned outsourcing payroll to Episcopal Payroll Services, he is now intending to outsource the payroll to Northwest Payroll in The Dalles, saying that it is a known entity used by St. Paul's, The Dalles, and other local businesses.

In response to the motion passed in August regarding the checking account, Jerry reported that the charges that were being assessed on the account at Columbia State Bank have been dropped, so the checking account will stay where it is. Jerry also commented that the transfer of investments from SmithBarney to Wells Fargo is in process. He also said the checking account may be moved to Wells Fargo in the future.

### 2010 Budgeted Millennium Development

Paul Morton **moved** that the diocese send \$4000 to ERD for microloans. The motion was **seconded**. Discussion followed. It was directed that the check be sent in November to meet the deadline for matching funds. The motion **passed** with no dissenting votes.

### Housing Resolution

Whereas the Rt. Rev. Bavi Rivera and the Rev. Canon Lee Kiefer are employed as ministers of the Gospel of the Episcopal Diocese of Eastern Oregon which does not provide residences for them, the Diocesan Council resolves that of the total compensation of \$30,000 to be paid to the Rt. Rev. Bavi Rivera during 2011, that \$30,000 be designated as parsonage allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986;

and that of the total compensation of \$35,000 to be paid to the Rev. Canon Lee Kiefer during 2011, that \$18,000 be designated as parsonage allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986.

Arnold Coe so **moved**. The motion was **seconded and passed** with no dissenting votes.

### Trinity Request

Christy Close Erskine reviewed a letter dated 9-8-2010, which she wrote to Diocesan Council regarding the \$25,000 grant awarded to Trinity for 2009 Family Ministries Program. The letter was distributed in the pre-meeting documents. Discussion followed.

Alison Dingley **moved** to credit \$9750 to the 2011 assessment of Trinity, Bend, already paid in error on diocesan and DMP grant monies due to misunderstanding. The motion was **seconded** and **passed** with no dissenting votes and Christy Close Erskine abstaining.

Alison Dingley **moved** that in order to fulfill the intent of the resolution of November, 2008, for providing a grant for Trinity Family Ministries, Diocesan Council waves assessment on up to \$36,000 of money raised in 2010-2011 for extension of the Future Present Campaign. The motion was **seconded** and passed with no dissenting votes and Christy Close Erskine abstaining.

### Staffing Changes

Bishop Nedi reviewed changes in office staffing due to budget cuts. She stated that the amount available for Business Manager's salary and insurance is \$27,380. That amount will be expended as \$9,264 for medical and dental insurance for 2011, \$16,709 as salary and approximately \$172 as payroll taxes. Tiiu Vahtel, Business Manager, will be working ten days per month, or approximately two days per week through October, 2011. Diane Adams, Executive Secretary, will continue at four days per week except on Council and Convention weeks when she will work five days per week. The office will be closed on Fridays. Discussion followed concerning other changes that may occur with only one person in the office.

### Bachelor Fund

Bishop Nedi told Council that the diocese has received a gift from the estate of Robert Batchelor for \$3057.25. It was noted that he had given previous gifts to the diocese and particularly to Ascension and had a great love for Ascension School.

Steve Schafroth **moved** that Council give the funds to Ascension School and direct the School Board to make designation for the funds. The motion was **seconded** and **passed** unanimously.

### Bisbee Grants

Bisbee grant summary as distributed in the pre-meeting documents was reviewed. The summary stated that \$5759 is available for grants; six grant applications were received totaling \$23,300 in requests. It was also noted that \$1000 of 2010 Bisbee grant funds was not disbursed. Discussion followed concerning criteria for determining allocation of the grant monies. A list of possible criteria was generated for further discussion on Sunday.

Steve Schafroth **moved** that Council add \$1000 from unused 2010 funds and \$500 from the 2010 budget line item for Outreach to the Bisbee funds for a total of \$7259. The motion was **seconded** and **passed** unanimously.

Council recessed following Evening Prayer at approximately 5 p.m. Social time and dinner were followed by a game of "Encore."

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### **Sunday, November 21, 2010**

Prior to 9 a.m., Council members voted on criteria for the Bisbee grants by placing stickers on the items to which they gave priority.

The meeting reconvened with Morning Prayer led by Lee Kiefer at 9 a.m.

Following the discussion of the Futures Assumptions (*see below*), Council returned to consideration of the Bisbee grant applications. Review of the votes on the proposed criteria showed that the primary values for making the grants were:

- Start up and “seed” projects
- High level of direct service
- Congregations who are new to the grant process
- High level of hands on with recipient opportunity

Discussion and questions concerning the grant applications followed. Bishop Nedi stated that \$7500 was available for funding grants with the additional \$241 coming from the Bishop’s Discretionary Fund.

Paul Morton **moved** that the following grants be made:

- \$2000 to St. Paul’s, Klamath Falls feeding program
- \$800 to St. Stephen’s, Baker City startup fresh food ministry
- \$2500 to St. Mark’s, Hood River feeding program kitchen upgrade
- \$2200 to Trinity, Bend, Common Table token program

The motion was **seconded** and **passed** unanimously.

It was requested that the criteria be included in the response letters to grant applicants. Anna Carmichael, Christy Close Erskine, and Alison Dingley were appointed to a task force to propose criteria and process for future Bisbee grants.

### Futures Assumptions

The group tasked with wordsmithing the assumptions presented the edited document and it was reviewed. Task Force on Diocesan Futures members Anna Carmichael, Bob Thomson, and Jerry Frazier responded to a question by saying that the edited document was the intent of the task force.

Arnold Coe **moved** adoption of the document. The motion was **seconded** and passed with no dissenting votes. (*document is attached as an addendum to these minutes.*)

### Calendar of Meetings

Dates, places, and agenda items for 2011 Council meetings were discussed and agreed to as listed at the end of these minutes. A “parking lot” of items generated during the weekend is also listed at the end of these minutes.

### Elections

Paul Morton **nominated** Terry Rahmsdorff as Co-Chair of Council. Bobby Fox **moved** nominations be closed. The motion was **seconded** and passed with no dissenting votes, thus electing Terry Rahmsdorff.

There was general agreement not to elect a Vice Chair.

### Finance Committee

Bishop Nedi noted that four people need to be appointed to the Finance Committee. She stated that she is appointing Arnold Coe and Edd Doorn and will have the names of two more nominees in January.

### Policies

The Bishop noted that a clergy wellness and personnel policy is needed. She stated that she has asked Paul Morton and Anna Carmichael to chair a policy committee to set standards for compensation for non-fulltime clergy and other policy issues. Paul stated that he has asked Pollianne Grover to be part of the committee.

### Closing Business

Time was given to sharing appreciations and reflections regarding the retreat. Bishop Nedi noted that a review of 2010 work still needs to be done.

The Diocesan Council Retreat closed with Eucharist at 11:30 a.m.

*Minutes of November, 2010 meetings prepared by Diane Adams, Diocesan Staff.*

## **2011 Meeting Dates:**

### **January 14-15, Bend**

- Reggie McNeal stuff – Christy
- Bisbee grant criteria and process ratification – Anna, Christy, Alison
- Futures workshop – Task Force on Diocesan Futures
- Review of 2010 work

### **March 11-12, The Dalles**

- Personnel policy update – Paul, Anna

### **May 13-14, Pendleton**

- Canon revisions
  - Canon X – congregations and associated Convention canons (Canon V)
  - Canon XVI – Ministry
  - Multi-diocese Canon XVII (Title IV)
- General Convention resolutions referred to dioceses
- Open Communion resolution for General Convention

### **August 12-13, Klamath Falls**

- 2012 Budget

### **October 14-16, Convention, Hermiston**

### **November 11-13, Retreat, Ascension School**

## **Parking Lot**

- Convention voting process
- PMRs
- Long term communications strategy
- Alternative music for congregations
- Assessment/grants review
- The office in The Dalles
- Grants Committee
  - Criteria
  - Recommendations for distribution

## FUTURES REPORT

The values that undergird this are partnerships, relationships, and collaboration. None of these assumptions stand alone. This is a Spirit-led organic process that emerges from the way we work with one another. It is not prescriptive or directive but responsive.

1. There will be no division/break up of EDEO.
2. We can afford to be an Episcopal diocese with a bishop diocesan.
3. The model of episcopate will not be what it has been in the past.
4. Within our TEC identity our congregations' mission and ministry takes many forms
5. We have a willingness and responsibility to explore new ways of doing ministry within and outside of the diocese.
6. We will be sharing resources with one another, with other dioceses, with our ecumenical partners (e.g., formation ministries, financial resources, clergy, etc.) – The atmosphere of the diocese will be one of cooperation/collaboration. We will work within and toward partnerships for ministry with other dioceses and denominations. The bishop will be a partner in developing our model of shared ministry. We will include our partners—i.e. ecumenical partners, other dioceses and so forth—as we seek episcopal leadership.
7. How we are and act in relationship with one another is a top priority.
8. Diocesan Council and all diocesan leadership are committed to mission and ministry development for all congregations and individuals. The primary role of Council is the development and nurture of mission and ministry in congregations. The primary role for the bishop is as pastoral and spiritual leader who is a connecting point for networking in the diocese.
9. We will minimize diocesan overhead—maximize efficiencies of function. All existing diocesan staffing and structure need to be re-examined to facilitate and clarify roles as outlined by canons and diocesan procedures and policies. For example, the Council, by canon, has the direct and exclusive responsibility for the budget. The bishop has the critical role in the administration of the budget.
10. Council has the responsibility to follow through on any plans, actions, etc., for the future of the diocese.
11. Ascension School is a spiritual center for EDEO.