

Convention 88
October 26, 2019
Episcopal Diocese of Rochester
Official Reports

88th Convention of the Episcopal Diocese of Rochester
Diocesan Council Official Report

Name of Organization: Diocesan Council

Members:

Clergy: Bishop Prince Singh; (Chair)

The Revs. Billy Daniel (Co-Chair CDPC); Jay Burkardt; Dan Burner;

Virginia Mazarella (Co-Chair MPC); Troy Preston; Gretchen Ratterree;

Lance Robbins; and Catherine Tatem (Co-Chair MPC).

Lay: Floyd Bailey (Co-Chair CDPC); Tara Boohar; Al Carvill;

Marion Ivy; Linda Ketchum-Pompili (Chair, Budget);

Liz Porter; Linda Raide; Julie Syracuse (Vice-Chair); Dawn Wilkins

Ex Officio: Terry Butwid, Diocesan Treasurer; Phil Fileri, Chancellor;

Bliss Owen, Assistant Diocesan Treasurer;

Johnnie Ross, Canon to the Ordinary;

Todd Rubiano, Chief Financial Missioner;

Kristy Estey, Benefits and Operations Manager;

Steve Richards, Communications Specialist;

Christa Moore-Levesque, Secretary.

During the 2018-2019 season, Diocesan Council has been hard at work in its collaborative efforts to support the parishes and missions of our diocese. Council is made up of sixteen lay and clergy delegates elected from around the Diocese of Rochester. The full Council meets monthly with the exception of July and August. This year Council met ten times and using technology have had members video conference/call in from their home parishes, on their travels across the country or overseas including: Scotland, India and Jamaica. Additionally, the three subcommittees of council have each met 6-10 times to accomplish their work.

There are three subcommittees of Diocesan Council. These include the Mission Partnership Committee (MPC), the Congregational Development Partnership Committee (CDPC), and the Budget Committee. Additionally, the Steering Committee is made up of the Bishop, committee chairs, vice-chair, and key leadership staff. The Steering Committee of Council prepares the agenda for each Diocesan Council meeting.

In addition to the summary overview provided in this report, regular business at Council meetings includes: Meditation and prayer; Approval of the Agenda/Consent Agenda (as prepared and presented by the Council Steering Committee); Approval of Minutes; Highlights from the Bishop's Activities; Budget and Finance Reports, including the year-to-date status of parish apportionments for approval subject to audit; Reports to Diocesan Council from diocesan committees, staff and Council members; and Reports by the sub-committees of Council.

Mission Partnership Committee

The Mission Partnership Committee (MPC) helps encourage mission outreach in the diocese. It is charged with awarding grant funding for three types of Diocesan grants: Parish, Partnership and Sustainable Development Grants (SDG). Parish grants are designed to support local missions and funds are given directly to parishes. Partnership grants are just that-partnerships between parishes and not-for-profit organizations that have 501(c)(3) status. Funds are given directly to the not-for-profits. Sustainable Development Grants (SDG) is a United Nations program that focuses on ending world poverty and supporting human rights. The SDG grants awarded by the Mission Partnership Grant Committee focus on mission outside the Diocese

MPC meets a number of times over the course of the year. At the June MPC meeting in all 2020 grant applications were faithfully reviewed. This year the MPC reviewed 7 Sustainable Development Grants, awarding \$15,000; 22 Partnership Grants, awarding \$91,700; and 17 Parish Grants awarding \$33,250. Beyond the numbers, is the amazing types of missions supported by our parishes: providing clothing, food, music, the arts, literacy, and dignity for our sisters and brothers both locally and around the global.

Congregational Development Partnership Committee

The Congregational Development Partnership Committee (CDPC) oversees the actions taken by the diocese to help develop and support congregations as they seek to discover and embrace their unique ministry by its oversight of Congregational Development Partnership (CDP) grants.

Congregational Development Partnership grants are designed to empower parishes that are discovering new opportunities for their growth and ministry and lacking the financial resources to engage in these opportunities. Applicant parishes must provide a strategic plan focused on

mission and ministry, a complete budget, and a projected budget model for the next five years. The parish must also demonstrate that it has fully engaged lay leadership and clearly defined goals and objectives to achieve its strategic plan. The parish must be actively seeking a path to economic sustainability.

In 2019 the Congregational Development Partnership Committee supports fifteen parishes. Several of these parishes are achieving increased economic self-sufficiency and receiving smaller diocesan grants, a few have extended their timeline, and there are few new parishes as well. Parishes apply throughout the year for new grants, and renewal applications are due in the spring. When parishes apply for CDP grants, the CDP grant model assumes that the parish could achieve self-sufficiency within five years. CDP has worked hard over the last few years developing their coaching model, ensuring that every applicant parish receives personal support on their journey to sustainability and growth.

Budget Committee

The Budget Committee works closely with Chief Financial Officer, Treasurer, and the Diocesan Accountant to review the budget prior to presentation at the regular Council meetings. The Budget Committee does not make financial decisions on Council's behalf. Rather, it makes preliminary financial analysis and suggestions to bring to Council for its consideration. Budget Committee members may also serve as liaisons to the Human Resources committee. In 2019, the Budget Committee of Council had two main charters: guide the Diocesan Budget Process and work with the Trustees, through the Steering Committee of Council to ensure good communication regarding the budget and operations. There are three parallel efforts to guiding the Diocesan Budget Process: close out the previous years (2018) budget, actively maintain the current years (2019) budget, and create the proposed, upcoming years (2020) budget.

The Budget committee has worked with Council to review Apportionment and its movement towards a tithe. Using the current apportionment structure, it was recommended to move from 10% of the first \$100K of parish income to 10% of the first \$115K of parish income.

The Council approved this apportionment plan which is included in the budget recommendation.

To develop the 2019 budget, Council used the proposed apportionment plan rates and the endowment draw rate set by the Trustees.

Additional Work of Council and Council Members

Members of the Council Steering Committee and Trustee Steering Committees again met this year to strengthen communication regarding short- and long-term issues and initiatives within the Diocese. Topics of discussion have included: the effects of decreasing budgets; protocol for handling budget deficits; and funding contributions, among others. Regular meetings and communications are ongoing between both Steering Committees.

In addition, Council Steering Committee, Council and individuals have acted as a sounding board for many changes including and not limited to: The Bishop's Appeal and Diocesan Leadership Changes. Members of Council have also participated in other areas of leadership: Liturgy Committee; Mutual Ministry Reviews; and Racial Reconciliation, Healing and Justice Committee.

I would like to personally thank all members of Diocesan Council for their faithful and prayerful work this year. Especially those have moved onward or will be leaving council at the end of this year: Elizabeth Porter, Dawn Wilkins, The Rev. Christa Moore-Levesque, The Very Rev. Dr. William Daniel Jr., The Rev. Dan Burner, The Rev. Catherine Tatem, Tara Boohar. Last but not least a tremendous thanks to our Bishop's staff!

Joy in Christ a way of life

Respectfully submitted by Julie Syracuse, Vice Chair

88th Convention of the Episcopal Diocese of Rochester

Trustees Official Report

Name of Organization: The Diocesan Trustees, including the committees of Audit, Building and Property, Investment Review and Prichard Scholarship. In addition, the Human Resources Committee is a shared resource for the Bishop, Staff and all the standing committees of the Diocese.

Officers: **Chairperson:** Bishop Singh; **Vice Chair:** Les Kernan; **Chief Financial Officer:** Todd Rubiano; **Treasurer:** Terry Butwid; **Assistant Treasurer:** Bliss Owen; **Clerk:** Lyn Omphroy

Members: Carl D'Angio, Doug Lyon, Susan Scanlon, Scott Seabridge, Virginia Tyler Smith, Peter Vogt, Ron Young, Charles Zettek

Structure: The Diocesan Trustees are supported by a number of standing committees, including the Investment Review Committee, the Audit Committee, the Building and Property Committee, the Prichard Scholarship Committee and the Human Resources Committee. In addition to the four scheduled Trustee meetings, the Trustees continue to look for opportunities to collaborate with the Standing Committee, the Diocesan Council and the Commission on Ministry. Actions of the Trustees and all committees are found in the minutes of the Trustees located in the office of the Diocese. Committee meetings took place several times during the year.

Committee Members: A number of outside members served on sub-committees, strengthening the committees and bringing more representation from a broad group of congregations. Included were:

Human Resources Committee outside members: Elizabeth Bakken, Sherry Ralston and Amy Moyer

Investment Review Committee outside members: Greg VanLaeken, Peter Greaves-Tunnell and John Johnson

Audit Committee outside member: Aaron Kane

Building and Property Committee outside members: Jay Benesh

Prichard Scholarship outside members: Diane Prichard, Ian Prichard, Marti St. George, Reverend Virginia Tyler Smith and Kristy Estey

Audit Committee:

A significant portion of the work of the Trustees is to complete canonical requirements including the Diocesan Audit and assist with parish audits.

Mengel Metzger Barr & Co., LLP (MMB) conducted the 2018 audit. At its meeting on September 24, 2019, the Trustees unanimously passed a resolution to accept the 2018 Diocesan Audit and move the audit to Convention for review and approval. The audit is available for review on the Diocesan web-site.

Building and Property Committee:

The committee worked on the following properties and assessed the requirements of each:

Properties Sold:

- Church of Our Savior, Bolivar
- St Philip's, Belmont

Transfers of Property:

- Belvidere – for the purpose of redevelopment & operating non-profit community space
- St. Andrews Chapel, Webster transferred to Church of the Good Shepherd, Webster

Investment Review Committee:

The current Investment Policy Statement for funds invested in the combined endowment was reviewed and approved with the following modifications

- Investment objective achieve net returns equal to the sum of inflation as measured by the CPI +5%
- The spending policy target is 4%.

The portfolio performance since inception with Canandaigua National Bank on 12/01/11 was an average annual return of 8.0% through July 2019. This performance is somewhat behind our benchmark; however, returns are ahead of our Investment Policy Statement goal of CPI +5.0%.

CNB client services, sub-accounting and reporting continues to do well with the simplified unitized method.

The Trustees continued efforts to ensure that the loan balances are in line with the current endowment level. The total balance of outstanding loans was just around \$1.32M as of 7/1/19.

Resolutions:

- 2019 Housing Allowances
- Signatory Approvals
- Certified the assets of South Wedge Mission, Rochester
- Approved one modification in the Fixed Income Index to the current Investment Policy Statement (IPS)
- Endowment draw for the 2020 Diocesan Budget
- Approved the transfer of membership interest in Upper South Street Housing (Geneseo) to Episcopal Senior Living Communities
- Approved the sale of parcel of property by St Luke's Fairport to the Town of Perinton
- Approved the sale of the rectory at Zion Church, Avon to ARC of Livingston & Wyoming Counties
- Approved the sale of the rectory at St John's, Honeoye Falls
- Trustees accept the 2018 Diocesan Audit
- Approved a capital budget for Grace Church, Lyons

- Authorized continuation of the early payment discount on the congregational development loans
- Reestablished the Sibley Loan fund as Restricted
- New Loan Fund Rates established (4/0% for less than 5 years, 4.5% for greater than 5 up to 10 years)

Prichard Scholarship Committee:

The Rev. Canon James B. Prichard Memorial Scholarship Fund was created in 1998 in loving memory of James Prichard, who served the Diocese of Rochester so faithfully and effectively for 17 years as Canon to the Ordinary. Its purpose is to assist clergy children of the Diocese with expenses associated with higher education.

Awards of \$1,000 each was awarded to each of the candidates in 2019;

- Elizabeth Sommers
- Anthony Ennis
- Lydia Ennis
- Hannah Gandell
- Eklan Singh

HR Committee:

The Human Resources Committee of the Diocese met twice during the past year at which time they:

- reviewed employee compensation data
- considered adjustments to salaries and benefits for 2020

Respectfully submitted,

Lyn A. Omphroy
Clerk, Trustees

Les Kernan
Vice-Chair, Trustees

88th Convention of the Episcopal Diocese of Rochester
Commission on Ministry Official Report

Name of Organization: Commission on Ministry

Officer(s): Co-Chair – Rev. Jimmie Sue Deppe, Co-Chair – Dr. Rob Ferris, Co-Chair Ms. Judith Day, Secretary/Grants Coordinator – Rev. Phil Kasey

Additional Committee Members: Rev. Dahn Gandell, Rev. Krista Cameron, Mr. James Garner, Ms. Elizabeth Daddis, Ms. Ellen Ralston, Rev. Georgia Carney, Ms. Kathy O’Leary

Ex officio: The Rt. Rev. Prince Singh and The Rev. Canon Johnnie Ross

Report:

It is both my joy and privilege to share with you the great work of the Commission on Ministry this past year. The work of the Commission is one of shepherding, assessing, listening, providing honest feedback and opportunities for those in the discernment process for leadership ministry in the diocese. We serve those seeking ordination as well as professional lay ministry. Our work is not done in isolation but rather in concert with the Bishop’s office, Standing Committee, seminary and our parishes. An updated Vocational Handbook is currently in draft and review, and once review has been completed it will be shared diocesan-wide.

This past year has been a blessing in that we have recommended to our Bishop the following:

Ordination to the priesthood: Melanie Duguid-May

Ordination to the vocational diaconate: Sue Ouellette

Candidacy to the priesthood: Josh Barrett

Postulancy to the priesthood: Greg Kremer

In addition, this past year we have worked with parishes who are working with aspirants and postulants in one level of discernment or another. We truly have much to be excited about as a diocese!

For the Commission,

The Rev. Jimmie Sue Deppe

88th Convention of the Episcopal Diocese of Rochester
Standing Committee Official Report

Name of Organization: The Standing Committee

Officer(s): Sarah M. Peters, President
The Rev. Robert Picken, Secretary

Committee Members:

Lay: Susan Woodhouse, Carolyn Mok, Joseph DaBoll-Lavoie

Clergy: Richard Hamlin, Cam Miller, Leslie Burkardt

Report: The Committee met 8 times between November 2018 and September 2019. Details may be found on the Diocesan website. Minutes of meetings are published each month as they are approved. The Committee will meet at the end of September and is scheduled to meet in late October 2019. The minutes of those meetings at the writing of this report have not yet been approved.

The Committee consented to following Diocesan elections:

1. Consent for Election of a Bishop Diocesan of the Diocese of Michigan, The Rev. Dr. Bonnie Perry
2. Consent for Election of a Bishop Diocesan of the Diocese of El Camino Real, The Rev. Canon Lucinda Ashby
3. Consent for Election of a Bishop Diocesan of the Diocese of the Montana, The Rev. Martha Stebbins
4. Consent for Election of a Bishop Diocesan of the Diocese of Vermont, The Rev. Dr. Shannon MacVean-Brown
5. Consent for Election of a Bishop Diocesan of the Diocese of South Dakota, The Rev. Dr. Jonathan Folts
6. Consent for Election of a Bishop Suffragan of the Diocese of Texas, The Rev. Canon Kathryn McRossen Ryan
7. Consent for Election of a Bishop Diocesan of Northern California, The Rev. Canon Megan Traquair
8. Consent for Election of a Bishop Diocesan of Maine, The Rev. Thomas James Brown
9. Consent for Election of a Bishop Diocesan of Kansas, The Rev. Dr. Cathleen Chittenden Bascom
10. Consent for Election of a Bishop Diocesan of Colorado, The Rev. Kimberly Lucas

11. Consent for Election of a Bishop Diocesan of Arizona, The Rev. Jennifer Anne Reddal
12. Consent for Election of a Bishop in Charge, Convocation of Episcopal Churches in Europe, The Rev. Mark D.W. Edington
13. Consent for Election of a Bishop Diocesan of Ecuador Litoral, The Rev. Canon Cristobal Olmedo Leon Lozano

The Committee certified to the:

1. Ordination as Deacon, Sue Ouellette
2. Ordination as Deacon (transitional), Melanie Duguid-May
3. Candidacy for the Holy Orders, Joshua Barrett
4. Ordination to the Priesthood, Melanie Duguid-May

The Committee consented to the:

1. The transfer of property by Christ Church in Belvidere
2. The sale of the Rectory and a piece of property by St. John's Church, Honeoye Falls
3. The sale of the Rectory of Zion Church in Avon
4. The sale of property of St. Philip's Church in Belmont
5. The sale of property of The Church of our Savior in Bolivar

Other Business Discussed

- In early December 2018 a group representing Diocesan committees and others from the Diocese at large came together with a facilitator to complete an Episcopal Mutual Ministry Review of the health of the Diocese. A report of the results was completed and distributed throughout the Diocese in late March 2019.
- The Standing Committee consulted with the Bishop on a plan titled, Clergy Resource Allocation Strategy.
- The Standing Committee confers and consults with the Bishop on many other matters monthly pertaining to the Diocese. We continue to work closely with Bishop Singh using the Behavioral Covenants adopted in 2016 to cooperatively and collaboratively make decisions for the benefit of the Episcopal Diocese of Rochester.

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District Official Reports

Name of Organization: Southeast District

Officer(s): The Very Reverend Lynne Sharp

Warden: Pat Selwood

Clerk: Denise Switzer (1-year term)

The Southeast District met, for a potluck supper and business meeting, three times: March 4th at St Mark's Penn Yan; June 6th following the Diocesan Wide Meeting at St Michael's in Geneseo; and September 9th at Christ Church Corning, and plan to participate in the Pre-Convention meetings in October at St Thomas, Bath. At each of these meetings we enjoyed fellowship with one another, reports on activities and ministries of the various congregations, and hearing a report from Diocesan Council. Each meeting concluded with the service of Compline led by the host parish.

We rotate the Clerk position each year, in an alphabetical rotation beginning with the June meeting. We give thanks to Denise Switzer, for agreeing to serve for a second year.

We approved grants to \$500 for Schuyler County Habitat for Humanity, and St. Thomas, Bath requesting \$625.75 for the Red Door Kitchen to purchase a freezer. Unused funds will be allocated to the District Mission project for the Van.

Each year the Southeast District selects a mission and this year we selected to raise money for a school van for girls in India; asking each parish to attempt to raise \$500. Each parish will send in their donation, and in the new year we will have the total.

We nominated and elected Marion Ivy, Christ Church, Corning to serve another term on Diocesan Council.

Respectfully submitted,
Lynne Sharp

88th Convention of the Episcopal Diocese of Rochester

Official Report

Name of Organization: The Southwest District

SW District met monthly, apart from summer, during the past year.

We have kept the District churches informed about Events around the Diocese, how to get involved, transition updates, and more, which has greatly increased the District's sense of participation in the Diocese as a whole.

We have received and approved several, local grant projects through the District Grant fund, which has gone toward Migrant Missions, Local Food Pantries, Chances and Changes (a battered women's shelter), and new ministry initiatives.

We have also elected Bob Sawyer to represent the Southwest District on Council when we met in September. Additionally, it was announced that Ginny Mazarella has become the new District Dean for the Southwest.

The clergy struggled this year to find a consistent and reliable time to meet for regular support; however, we are exploring healthy options moving forward.

Respectfully Submitted,

The Very Reverend William O. Daniel, Jr., Ph.D.