

Diocese of Pennsylvania

Finance Committee Meeting

Minutes 1/17/2019

Location- St. Asaph’s Church, Bala Cynwyd

**Attendees**

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| Ms. Dana Hall, Chair | Canon Doug Horner | Mr. James Pope |
| Rev Deirdre Whitfield | Rev. Doris Rajagopal | Rev. George Master |
| Mr. Kirk Muller | Rev. Matthew Dayton-Welch | Mr. Christopher Hart |
| Mr. Eric Rabe | Ms. Takiyah Cuyler | Mr. Phillip Anspach |
| Rev. Joseph Wolyniak | Mr. Sean McCauley | Rev. Michael Rau |

**Minutes**

Fr. Mike Rau called the meeting to order at 6:30PM.

Chair Hall asked for everyone’s input on the Meditation: How do you talk about \*Mission\* to your ‘stakeholders’? Is Matthew 25 enough? At 40% of our Spending Plan and the most challenging part of our Revenue Plan, this seems relevant.

Mission developers spread the gospel and Episcopal Church’s reach into their neighborhoods. Why are Christians typically drawn to mission outside our respective cultures? Are we properly ‘supporting’ mission if it’s just money? Is collaboration, fellowship and witness properly accounted for?

Presentations:

Vicars of Diocese of Pennsylvania Missional Congregations

a. Rev Doris Rajagopal (Darby Mission) described her work and her approach to the call to Mission in Darby. She discussed Darby Dinners and how they’ve evolved in the community. The dinners have grown from 35-150 participants. She works with families and youth on projects like a cooking class and painting murals. Currently serving 115 children in cooperation with ECS. Working in cooperation with the Police department and other community groups to keep activities going throughout the month. Her description of her work is providing pastoral care to the community not just a church.

b. Rev Deirdre Whitfield (St. Mary’s, Chester) described her work in the city of Chester at St. Mary’s. She evolved from a soon to retire priest to the vicar of the church where she is providing food services to a large population in the city. She began a bible study and continues her work in the predominantly black region, building up a congregation that had nearly shut its doors, after designing a three year plan, and presenting it to Bishop Daniels. She introduced the culture of abundance and through a dedicated process, rebuilt the congregation and is seeing it revitalized. Her guidance to the vestry on financial matters is to live with a revenue model that is based on what they were able to survive on three years prior. This allows them to build onto their finances and see growth without extravagance. In addition, they’ve built a computer lab and offer continuing learning experiences for children in the community. She is building unique financing partnerships with other churches in the Diocese to build their food pantry success. She is also working to build up a program to develop the next Urban Missionaries.

**Consent Agenda**

Review and approval of December 2018 Meeting Minutes

Fr. Matthew Dayton Welch made the motion to accept and Fr. Mike Rau seconded. The committee approved the minutes.

Chair Hall reviewed the Roles and Responsibilities of the 2019 Finance Committee (transitioning to a Board of Trustees Committee 11/19) Chair Hall suggested that the committee is primarily responsible for creating the budget and representing that budget to convention in November. After further discussion the committee agreed that it still needed to take property and wellness reports as well as sponsor a budget sub-committee. James Pope then provided a summary of the key items to be considered as part of the budget process.

* Externalities that must be paid but which we can control
* Externalities that can’t be controlled
* Choices for how to spend monies.

Eric and James then discussed how the committee would work best with a clear vision and providing recommendations to the standing committee on financial strategy. The group then discussed an onboarding of new committee members for understanding the budget and finances.

**Committee Reports**

Property Committee report

Provided by Sean McCauley. He discussed the Church of the Crucifixion and how the Zoe project would use the space for their purposes. The sub-committee asked for a recommendation to

* 1. Approve the Baking of bread in the facility
  2. Any use beyond the baking of bread will need to be agreed upon by St. Marks, the Zoe Project and the Diocese.
  3. A weekly schedule will be established for use of the building by Zoe Project and any other parties. It is anticipated the baking project will operate one day each week.
  4. St. Marks and the Zoe Project will be permitted to make improvements to the kitchen and fellowship areas. The Church of the Crucifixion, through its trustees, will have the right to approve all improvements before they are begun.
  5. The Bishop will contribute $6,000 from his discretionary funds to the project.
  6. The Church of the Crucifixion will pay for utilities including but not limited to gas, water, electric and sewer for a period of 6 months. After that time the costs will be analyzed for further action.
  7. The Church of the Crucifixion will ensure that its insurance policies will permit this use and tenancy. St. Mark’s should also verify that their insurance policy provides cover, with the DioPA as an additional named insured
  8. Language is to be added to the agreement stipulating a 60 or 90 day notice of termination.

James Pope made a motion to recommend to the standing committee to approve all of the items above to move forward the ministry. Eric Rabe seconded the motion. The committee voted unanimously on the motion.

Investment Sub-Committee Report (Hall)

Asset Values for Diocesan assets were listed as of

* 9/18 $73MM,
* 12/31/18 $67MM
* 1/17 $69MM

The Church Foundation sets the “spending rate” and now uses the moving average of assets over the twelve quarters up to and including the end of the prior calendar year as the basis of calculation. Previously the average of the three prior year ends had been used.

Treasurer’s Report (Pope)

* + Collections are going well, we have assurances from some of the churches that they will close any gap in payments in the next few weeks.
  + We expect to be ~$250,000 over budget (i.e. in deficit)for 2018.

Standing Committee Report (Rabe)

Wapiti + Office Space Committee Updates.Bishop Gutierrez has appointed Eric Rabe to lead the sale of the Wapiti property. They are developing an RFP and expect to have a recommendation by the summer.

Eric also provided an update on the office space search for the Diocesan Offices. The group has committed to Newmark Realtors as an advisor. While multiple existing sites were considered none offered an ideal financial or logistical solution for the Diocese. The search will continue and will include further negotiations with the Cathedral Chapter.

Secretary Muller closed the meeting in prayer at 8:00PM.

The DioPA Finance Committee will next meet on Thursday, February 21 at 6:30PM at St. Asaph’s Church. Please send any business to the Chair by Monday, February 18.