The Episcopal Diocese of El Camino Real  
Board of Trustees  
Minutes of the Regular Meeting  
Thursday, February 21, 2019  
Sargent House, Salinas, CA

Voting Members Present:  

Voting Members Absent:  

Non-Voting Members Present:  
The Rev. Maly Hughes, Secretary, Ms. Joanna Shreve, Treasurer, The Rev. Canon Brian Nordwick, Diocesan Administrator, The Rev. Canon Jesús Reyes, Congregational Development, Mr. John Melvin, Standing Committee Liaison  

Non-Voting Members Absent:  

AG-1 Call to Order and Opening Prayer  
The February 21, 2019, regular meeting of the Board of Trustees of the Episcopal Church in the Diocese of El Camino Real came to order at 10:34 a.m. A quorum existed. Brian Raney led the board in prayer and lectio divina.

AG-2 Adoption of Meeting Agenda  
The monthly Board of Trustees’ meeting agenda, including the Consent Agenda, was adopted by general consent.

Consent Agenda  
2.1 Agenda for this meeting  
2.2 Minutes of December 13, 2018 regular meeting - Approved

AG-3 Bishop’s Report  
• Bishop Mary led a women’s retreat for St. Francis, San Jose at San Damiano Retreat Center in Danville, CA  
• Annual clergy conference was held at St. Francis Retreat Center in San Juan Baptista with the Rev. Rob Voyle as facilitator.  
• Search Committee held a discernment retreat with the candidates for bishop (five of them). The process is going well.  
• The bishop is wrapping up a year with the American Leadership Forum. She has found the experience very good and suggests that the next bishop participate as well and to join sooner than later.

AG-4 New and Old Business  
4.1 Meeting dates for April and May: April meeting was cancelled because of it falling during Holy Week; May meeting will be on the 16th  
4.2 The board was given an update on the Episcopal search by John Melvin. Having issues with the Oxford Documents background check process. The petition process will be announced on March 2; the SC will receive the names of the final candidates on March 7th and the announcement of the slate of candidates will be made on Saturday, March 9th. At that time the petition process will begin.  
4.3 Status of the resolutions from the 38th Annual Convention will be given by Brian Raney at the March meeting.
Lunch – The board paused for lunch at 12:00 p.m. and resumed at 12:45 p.m.

AG-5 Committee/Officers/Staff Reports

5.1 Treasurer’s Report: Expenses were down and we received more than projected Fair Share True-ups from 2017, made in 2018. As a result, we had a net income for the Operating Budget at the end of December 2018. The final planned transfer from endowment income of $43,000 for the 2018 Operating Budget was made in early December, and we found that we did not need it for 2018. This transfer of endowment income has been held in holding accounts and will applied to the first planned transfer for the 2019 Operating Budget.

The treasurer also asked that the Board consider developing a process by which we can use the income from the Rehabilitation Ministry endowment area. We are not currently using this income because although the Board has control of this money, we have no process by which to disperse the income. It is being suggested that a process similar to one used for Mission Opportunity Fund grants be used. An application needs to be developed and a decision made on what a capped amount for each grant needs to be.

5.2 The January financials were not ready to be discussed. The information from the parochial reports was needed in order to present them. To date there are no projections. b.) San Luis Obispo Canterbury Board has asked the diocese to forgive the $558 liability insurance policy invoice.

2019022103
Resolved, That the Board of Trustees approves forgiving the SLO Canterbury Board’s insurance policy cost of $558.

Yes: 10 No: 0 Abstain: 0

2019022104
Resolved, That the Board of Trustees approves to request that the chaplaincy board convey to the chaplaincies that they are to share their financial audits with the diocese just as all other groups that receive money from the diocese must do.

Yes: 10 No: 0 Abstain: 0

5.3 Update on properties: Working with Calvary, Santa Cruz on a lease deal for the parking lot. It would be a 90-year lease that would rent for 200k per year. St. George’s, Salinas is entertaining leasing the empty lot on their property for senior housing. It would provide the parish with an income of 30-40k per year. Sargent House had termites and dry rot. The repair cost was 6k.

5.4 Deanery Reports: SLO deanery met the previous Sunday at St. James’, Paso Robles.

5.5 Canon Brian Nordwick reported that the auditors come in next week to begin the 2018 financial report of the diocese. More parish clergy transitions are occurring because of the bishop’s departure and because the clergy are aging out.

5.6 Canon Jesus Reyes explained his area of responsibility. He distributed the diocesan organizational chart. There currently are two aided parishes: St. Mark’s, Santa Clara and St. George’s, Salinas.

AG-6 Meeting Summary & Items for Next Meeting

6.1 Items for March meeting:
• Application for Endowment process (Shreve)
• Vestry Training (Nordwick/Reyes)
• Organizational Structure (Reyes)
• Convention resolution updates (Raney)
• Plan for transferring funds from endowment to operating funds (Shreve)
6.3 Items for e-Newsletter compiled by Eric Fisher.
1. The Rev. Kathleen Crowe is the new vice president of the board. There was an informal orientation for the new members of the Board of Trustees before the official meeting was convened. The new members are: The Rev. Roger Barney, Ms. Lisa Gonzalez, Ms. Mary Jo Kelly, the Rev. Austin Leininger, Mr. John Melvin (liaison from Standing Committee), the Rev. Sid Symington and the Rev. Jani Wild.
2. The Board of Trustees conducted its annual meeting as a corporation under the laws of the State of California.
3. The liaison from the Standing Committee, Mr. John Melvin, explained that the search process for a new bishop is moving along smoothly and on schedule. The slate of candidates will be announced publicly on March 9, 2019. A detailed update is available in Along the King’s Highway.
4. The Diocese of El Camino Real ended 2018 with a modest budget surplus. Hence our financial reserves will be built up slightly, as approved by Convention.
6.4 Words in Passing

**AG-7 Closing Prayer**
Brian Raney led the closing prayer and the board adjourned at 1:40 pm.

Respectfully Submitted,

The Rev. Maly Hughes
Secretary