

Executive Council Minutes  
Chicago, Illinois  
November 12-15, 2006

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**SUNDAY MORNING, 11/12/06**

The Executive Council traveled to All Saints Church and worshipped at the 11:00 service, followed by hospitality.

**SUNDAY AFTERNOON**

The Secretary, Gregory Straub, took the roll call. All present, unless otherwise noted.

The Most Reverend Katharine Jefferts Schori, Chair  
Dr. Bonnie Anderson, Vice Chair

David Alvarez – arrived late	Thomas Gossen Joyce Hardy	Dennis Stark John Vanderstar
Tim Anderson	Bettye Jo Harris	Winnie Varghese
Rosalie Ballentine	Mark Harris	Ted Yumoto
Hisako Beasley	Angela Helt	Belton Zeigler – arrived late
RPM Bowden	Josephine Hicks	
Jon Bruno	Julio Holguin	<u>DMFS Officers</u>
Kim Byham	Gay Jennings	Pat Mordecai
Lee Crawford	Timothy Kimbrough	N. Kurt Barnes
Sharon Denton	Sandra McPhee	Gregory Straub
Ian Douglas	Ted Mollegen	
George Frazer	Titus Presler	<u>Canadian Partner</u>
Dorothy Fuller	Wilfrido Ramos-Orench – absent	Rodney Andrews
Butch Gamarra	Terry Roberts	
Bruce Garner	Edward Rodman	<u>Lutheran Partner</u>
Vicki Garvey	Petero Sabune – arrived late	Randall Lee
Del Glover	Stacy Sauls – arrived late	

The Presiding Bishop, Katharine Jefferts Schori, opened the meeting with a prayer, and The President of the House of Deputies, Bonnie Anderson, greeted all and introduced her guest, Byron Rushing. The Chair called on the Secretary for announcements and then reviewed the agenda. The agenda was adopted with no changes. The Chair called for acceptance of the minutes from Philadelphia. The minutes were accepted, with two abstentions, Rosalie Ballentine and Del Glover.

Next, Ted Yumoto led the group in a community building exercise.

**Opening Remarks**

Katharine Jefferts Schori spoke about the priorities of the church and how they will shape our work, beginning with Justice and Peace and framed by the Millennium Development Goals. She invited all to spread the good news in word and deed and noted that there are remarkable opportunities to speak the good news. She is looking forward to getting to know everyone. She said, “The journey begins today, and I’m delighted you are all here.”

Bonnie Anderson spoke of her accountability as President of the House of Deputies and outlined her activities since General Convention. She is committed to reminding deputies that they have a responsibility between General Conventions. She is also committed to the Millennium Development Goals.

## **Orientation**

David Booth Beers, Chancellor to the Presiding Bishop, Sally Johnson, Chancellor to the President of the House of Deputies, and Suzanne Baillie, in-house counsel for the Domestic and Foreign Missionary Society, provided an orientation that included the structure of The Episcopal Church, the role of Executive Council as the Board of Directors of the Domestic and Foreign Missionary Society (DFMS), and legal issues that affect the church. David provided the history of the corporate structure, policy role, and differences between the DFMS and the Church. Sally expanded on the duties of directors, including duty of care, duty of loyalty, and duty of obedience. Suzanne described the types of things she is asked to work on, including reviewing contracts and insurance policies, coordinating to provide tax advice, investigations (as in the situation in Quito), copyright and trademark issues, and employment issues.

The remainder of the afternoon was spent in Executive Session.

### **SUNDAY EVENING**

Ed Rodman led a community building exercise, "Circles of Trust". This was followed by Compline.

### **MONDAY MORNING, 11/13/06**

Gregory Straub presented Part III of the Orientation, which included the make-up of Executive Council, Norms of Council, and collaborative relationships between Council and staff. He explained the difference between open sessions (open to all), private conversation (Council and staff, no visitors) and Executive session (Council only). He detailed the elections and ratifications that will occur at this meeting:

- Election of 2 at-large members to the Agenda Committee
- Election of a liaison to the Anglican Church of Canada
- Approval of nominations to Audit, Investment, and Status of Women Committees
- Ratification of ERD Board Members
- Approval of nomination of Episcopal Church Building Fund Trustee
- Consent to appointment of Executive Director/Chief Operating Officer

Kurt Barnes, Treasurer, presented the travel guidelines and new expense report and advised that Council will be asked to approve these later in the meeting. He invited Council to go to the Finance Office website for more information about what goes on in that office and detailed what they might find on the website, like the summaries at the end of each month.

Robert Williams, Director of Communication, spoke next. He advised caution in speaking with the press, as what is said in a friendly, bantering way may show up in a different way in print. The role of an Executive Council member is more of listening than speaking. It is not uncommon to be questioned by reporters, but that might be best left to those with formal media training; Bob, Jan Nunley and Mary Frances Schjonberg are available to assist you. Bob also reported on the progress of Episcopal Life Online and the bookstore (Episcopal Books and Resources).

Following the orientation presentation, the meeting was opened for questions and remarks. Some comments included

Translation

Meeting outside the US

Need to be continually thinking of ourselves as the leader of a missionary society.

Titus Presler asked to make a point of personal privilege and resigned his membership. Bishop Jefferts Schori accepted his resignation and thanked him for his service.

The rest of the morning was spent in committee.

12:00 Holy Eucharist and Lunch

### **MONDAY AFTERNOON**

Lori Ionntiu, General Convention Manager, provided information about meeting costs last triennium, and gave information about ways to reduce costs. Options discussed were shortening the meeting by a day, staying at conference centers rather than hotels, and meeting at one central location rather than traveling to different provinces. The committees were asked to meet and discuss these options and come back to plenary with their recommendations.

Committees returned and a representative from each committee gave a summary of their discussion.

#### **NAC**

- Possibility of committee doing work ahead of time to cut down to 3 day meeting
- Mix hotels and conference centers
- All Saints Church in Atlanta might be a cost effective option

#### **A&F**

- 3 day meeting
- Do work ahead of time
- Leave choice of venue (hotel v conference center) in the hands of staff

#### **INC**

- 3 day meeting in a variety of places
  - 1<sup>st</sup> meeting after GC must be 4 days
  - 1 meeting needs to take place outside the US
- Place must have internet and e-mail access
- Perhaps look into staying with local families

#### **CIM**

- Shorter meetings OK early in the triennium; longer meetings would be required closer to GC
- Can negotiate length of meetings one year at a time
- Do not want to share bedrooms or bathrooms
- Franciscan Center in Scottsdale might be an option
- Members might consider paying their own transportation or using frequent flyer miles

Other suggestions made during the discussion:

- Cutting down on invited guests and visitors would save time and money
- Wireless internet and cell phone access is essential
- Concern re translators – do not shorten meetings at the expense of non-English speaking participants
- Can cut down to four nights and still meet for a half day on the travel day
- If conference calls are to be utilized for work in between meetings, someone needs to be skilled in facilitating conference calls. If communication is done via internet, participants must contract that they will check in with their committee on a regular basis.

At the end of the discussion, Council agreed to:

- 4 day meetings at the beginning of the triennium
- 4 day meeting in January, 2009
- 3 days for the other meetings
- Commitment for committee work to be done between meetings

Allow staff to deal with details  
Commit to try to go outside the US

The next order of business was to elect a replacement for Titus Presler, who resigned. Before an election could occur, an agreement had to be reached on the process. It was proposed that the person who received the most number of votes not elected at General Convention be elected. An alternate suggestion was made to consider the next three people not elected at GC as candidates and hold an election. This motion was carried and an election was scheduled for Wednesday. The candidates were Miguelina Espinal, Lloyd Casson and Ginny Doctor.

Next, the consent calendar was announced. Resolutions on the consent calendar are A&F 001, 002, 003, 005 and 006, INC 001, 002, 003 and 004, and NAC 001 and 002.

Bonnie Anderson introduced visiting deputies from the Diocese of Chicago, and it was announced that the Wednesday morning session would begin in Executive Session.

### **TUESDAY MORNING, 11/14/06**

The morning was spent in committee. At noon, the Executive Council, staff and guests walked to the Evangelical Lutheran Church of America building, located next door to the hotel, and worshipped in their chapel. ELCA Presiding Bishop Mark Hanson welcomed the group and spoke briefly of their Church Council, which had just concluded.

### **TUESDAY AFTERNOON**

Tuesday afternoon was spent in committee.

### **TUESDAY EVENING**

Bishop Persell and invited guests of the Diocese of Chicago joined the Executive Council for dinner.

### **WEDNESDAY MORNING, 11/14/06**

The first part of the morning was spent in Executive Session. When the open session began, Dennis Stark introduced EC 005:

#### ***EC 005 - Adopted***

TO: Executive Council  
FROM: The Presiding Bishop  
DATE: November 15, 2006  
RE: APPOINTMENT OF EXECUTIVE DIRECTOR

*Resolved*, That the Executive Council, meeting in Chicago, Illinois from November 12-15, 2006, advises and consents to the appointment of Linda E. Watt as Executive Director and Chief Operating Officer pursuant to Canon I.4.3(d).

Following the appointment of her successor, Pat Mordecai was asked to say a few words.

Elections were held for the following positions:

Executive Council member to replace T. Presler – Miguelina Espinal elected  
Liaison to the Anglican Church of Canada – Petero Sabune elected  
At large members of the Agenda Committee – Rosalie Ballentine and Ted Mollegen elected

Rob Radtke, President of ERD, asked for the following ratifications:

New Board members:                    Katy George  
   Robert O’Neil  
   Edwin Freddie  
Re-elected:                                Carol Ann Brown  
   Kurt Del Bene  
   William Persell

Extend term from 3 to 5 years  
Harry Bainbridge – term to end in 2008

Josephine Hicks was asked to discuss the Memorandum of Understanding (MOU) for ERD. There will be a resolution as part of A&F’s report. Highlights of the agreement with DFMS are:  
ERD will employ its own staff. They will continue to be provided with some services, but there will be some caps on services. They will get their own insurance, with DFMS insurance as secondary. This is a 3 year term of agreement.

***A&F 008 – Adopted***

To:                    Executive Council  
From:                Administration and Finance Committee  
Date:                November 13, 2006  
Subject:            Approve updated ERD-DFMS Agreement

**RESOLVED**, That the Executive Council, in its own right and as the Board of Directors of the Domestic and Foreign Missionary Society of the Protestant Episcopal Church in the United States of America (“DFMS”), enter into an Agreement (attached hereto) with Episcopal Relief and Development (“ERD”) regarding the Council’s and DFMS’ future working relationship with ERD.

EXPLANATION

In 2002, Episcopal Relief and Development (“ERD”) incorporated as a separate not-for-profit corporation. In connection with ERD’s incorporation, the Executive Council entered into a Memorandum of Understanding (“MOU”) with ERD dated July 29, 2002, which set forth the main aspects of the working relationship between ERD and the DFMS. After four years of operating under the MOU, ERD and the DFMS have evaluated and renegotiated various aspects of the relationship and have prepared a new Agreement that reflects those discussions. The Agreement will supersede the MOU and become effective January 1, 2007.

(See Attachment A)

On behalf of the Audit Committee, Josephine presented the following Executive Council resolutions:

***EC 001 – Adopted***

TO:                    The Executive Council  
FROM:                The Standing Committee on Administration & Finance  
DATE:                November 13, 2006  
RE:                    Approval of Audit Committee Members

Resolved, That the Executive Council approve the appointments of Mr. Del Glover, The Rt. Rev. Stacy F. Sauls, The Reverend Robert Windsor and Mr. Ernest Petrey, Jr. (returning) as members at-large to the Audit Committee.

***EC 002 – Adopted***

To: Executive Council  
From: Audit Committee  
Date: November 13, 2006  
Subject: Clergy Housing Allowances

*Resolved*, That the Council designates as a tax-deductible housing allowance pursuant to Internal Revenue Code Section 107 and Internal Revenue Service Regulations S1.107 the appropriate portion of the annual cash salary of clergy employed by the DFMS. The specific amounts in each instance have been calculated by official action of the Audit Committee upon appropriate documentation by the member of the clergy.

**EXPLANATION**

The Executive Council officially approves housing allowances in advance of each calendar year for clerical members of the staff and has delegated to the Audit Committee responsibility for confirming the specific dollar amount of the housing allowance for each such member of the clergy.

A copy of this Resolution along with the calculation by the Audit Committee will be provided to each clergy employee. The housing allowance amount will be included in Box 14 (information only) on annual W-2 forms.

***EC 004- Adopted***

TO: Executive Council  
FROM: Presiding Officers  
DATE: November 12, 2006  
RE: Nomination for ECBF Board

*Resolved*, That the Executive Council, meeting in Chicago, Illinois from November 12-15, 2006, nominate Patricia Tourangeau as Trustee of the Board of the Episcopal Church Building Fund, as called for by A&F 090 (10/05).

***EC 003 – Adopted***

TO: Executive Council  
FROM: The Presiding Officers  
DATE: November 12, 2006  
RE: EXECUTIVE COUNCIL COMMITTEE ON STATUS OF WOMEN

*Resolved*, That the Executive Council, meeting in Chicago, Illinois from November 12-15, 2006, approve the appointments of the following members of the Executive Council Committee on the Status of Women:

The Rt. Rev. Marc Handley Andrus  
The Very Rev. Cynthia L. Black  
The Rev. Nicole S. Janelle  
Mrs. Sarah T. Moore  
The Rev. Canon Mary Moreno Richardson

The Rev. Catherine Munz  
The Rev. Canon Mary June Nestler  
Ms. Callie Swanlund  
Ms. Martina Gardner Woods  
The Rev. Thomas B. Woodward

All are three year appointments, ending at the 76<sup>th</sup> General Convention in 2009.

In her role as one of the Executive Council representatives to the Anglican Consultative Council, Josephine explained the duties of the representatives. Executive Council will be asked to elect a clergy representative at the March meeting. This is a nine year term and traditionally someone from the junior class is elected.

For A&F, Josephine presented the following resolutions:

***A&F 004 – Adopted***

To: Executive Council  
From: Administration and Finance Committee  
Date: November 13, 2006  
Subject: Amend Executive Council By-Laws – ARTICLE IV

**Resolved**, that ARTICLE IV.1 (b) of the BY-LAWS of the Executive Council of the General Convention and of the Domestic and Foreign Missionary Society of PECUSA be amended as follows:

Not less than six, nor more than nine, other persons elected by the Council on the joint nomination of the Chair and Vice-Chair, who shall be divided into classes, as nearly equal in size as possible, and each of whom shall serve a term of three years commencing at the beginning of a triennium, and shall be eligible for re-election, provided that no person who has served two full consecutive terms shall be eligible for re-election until one year following the end of the second term; *and provided further that the foregoing term limit may be waived by the Council upon a two-thirds vote of its members where the Chair and Vice-Chair represent that such waiver is essential to maintain continuity and the expertise required for informed investment decisions.* Elected members of the Investment Committee shall hold office until the end of their respective terms. Any vacancy occurring in the elected membership of the Investment Committee may be filled by the Council at any meeting, upon the joint nomination of the Chair and Vice-Chair.

**EXPLANATION**

The Investment Committee wants to ensure continuity in membership so that informed investment decisions can be made. This would be weakened if half of its membership retires at the end of a triennium. This resolution will enable the Chair to make the necessary adjustment in realigning terms as appropriate.

***A&F 007 – Adopted***

TO: The Executive Council  
FROM: The Standing Committee on A&F  
DATE: November 13, 2006  
RE: Updated Travel Guidelines

***Resolved***, That the revised official Travel Guidelines for the Domestic and Foreign Missionary Society are adopted, effective 11/16/06.

## EXPLANATION

The Travel Guidelines have been amended:

- for clarification of the policy regarding receipts for reimbursable expenses
- to allow for changes in the reimbursement for automobile mileage (per IRS regulations)
- to improve specificity in all policy areas

The Travel Guidelines continue to emphasize:

- prompt filing of reimbursement requests (immediately or within 45 calendar days of completing a trip or incurring an expense) with proper supporting documentation
- use of the Society's travel agent

### ***A&F 009 – Adopted***

To: Executive Council  
From: Administration and Finance Committee  
Date: November 13, 2006  
Subject: Dissolution of Trust Fund #903

**Resolved**, that Trust Fund #903, the American Episcopal Chinese Ministry Endowment Fund (1986), be dissolved and its assets be distributed to the Chinese Convocation of the Episcopal Asiamerica Ministry to be used to help needy congregations.

## EXPLANATION

**Trust Fund #903 – American Episcopal Chinese Ministry Endowment Fund (1986)** was established in 1986 at the behest of the Chinese Convocation of the Episcopal Asiamerica Ministry (the Chinese Convocation”) as an “endowment fund” to “advance the ministry among Chinese in America.” The hope was to growth the fund to \$50,000, after which income and principal could be used as designated by a Board of trustees elected from the Chinese Convocation.

Because the fund is so small, the Chinese Convocation now requests that Executive Council dissolve the fund and return the assets to it.

As of September 30, 2006 the adjusted value of TF #903 is \$10,217.69 (market value: \$6,336.62 and \$3,881.07 of accumulated income).

There was some discussion around A&F 010, and an amendment was suggested and adopted. The amended resolution was adopted.

### ***A&F 010 – Adopted***

To: The Executive Council  
From: The Standing Committee on Administration & Finance  
Date: November 14, 2006  
Re: Task Force for MDG spending

**Resolved**, That a task force be appointed by the Presiding Officers by the convening of the March meeting of Council consisting of representatives from Executive Council (to include a member of each standing committee of Council), Episcopal Relief & Development and Jubilee Ministries, which task force shall recommend to the Executive Council at its March 2007 meeting how to distribute the funds designated in

the Budget for the Episcopal Church for 2007-2009 for the Millennium Development Goals (line 131), reflecting both a domestic and international response to the MDGs.

#### EXPLANATION

The 75<sup>th</sup> General Convention clearly demonstrated its support for and commitment to the MDGs by insisting that a separate line item in the budget show 0.7% dedicated to funding the MDGs, even though the Budget already reflected funds totaling more than 8% of the Budget directed to mission addressing the MDGs.

The Joint Standing Committee on Program, Budget & Finance recommended that decisions concerning the distribution of the funds designated specifically for the MDGs be made through a collaborative process among ERD, Jubilee Ministries and the Executive Council.

For Congregations in Ministry, Terry Roberts presented CIM 001, with a request to change the title from Millennium Development Goals to Mission and Vision. The change was approved with one abstention (R. Ballentine). It was pointed out that this resolution has budget implications, and there was a motion to divide it into two resolutions. This motion was approved.

#### ***CIM 001a – Adopted***

TO: Executive Council  
FROM: Congregations In Ministry  
DATE: November 13, 2006  
RE: MISSION AND VISION

*Resolved*, That the Executive Council meeting in Chicago, Illinois from November 12-15, 2006

1. Enthusiastically embraces the five priorities established by the 75<sup>th</sup> General Convention and the vision of our Presiding Bishop of a renewed and empowered church.

#### ***CIM 001b – Defeated 16 aye, 17 opposed, 3 abstentions (D. Glover, E. Rodman, J. Holguín)***

TO: Executive Council  
FROM: Congregations In Ministry  
DATE: November 13, 2006  
RE: MISSION AND VISION

*Resolved*, That the Executive Council meeting in Chicago, Illinois from November 12-15, 2006

2. To assist the Executive Council in fulfilling its role in implementing this vision, asks that the Agenda Committee design a shared visioning process for the next meeting to assist the council in its roles and actions to accomplish this work.

Congregations in Ministry appointed Butch Gamarra as Vice Chair and Joyce Hardy as Secretary.

Tom Gossen then gave a report on the renovation of 815, including background for benefit of the new Council members. The presentation included problems, phases, slides of new areas, chapel and bookstore. Pat Mordecai added information about the upcoming renovation of the Bookstore/Café and Presiding Bishop's residence, which should be completed by the end of December.

A&F appointed Jon Bruno as Vice Chair.

### WEDNESDAY AFTERNOON

Gregory Straub introduced Randall Lee of the ELCA and Steve Waring from the Living Church and Bonnie Anderson recognized Bonnie Perry, rector of All Saints church and also a deputy of the Diocese of Chicago.

Gregory announced the following change in the consent calendar:

There is a typographical error in NAC 002, # 17. It should read GA as in Georgia.

The consent calendar (A&F 001, 002, 003, 005, 006, INC 001, 002, 003, 004 and NAC 001, 002) was adopted.

#### ***A&F 001 – Adopted***

To: Executive Council  
From: Administration and Finance Committee  
Date: November 13, 2006  
Subject: Trust Fund #1010

**Resolved,** That Trust Fund #1010 be established to hold and invest funds from St. John’s Episcopal Church Cemetery Fund, Halifax, Virginia.

### EXPLANATION

#### **Trust Fund # 1010 St. John’s Episcopal Church Cemetery Fund (2006)**

This fund was established with \$75,000 as an investment account by St. John’s Episcopal Church Cemetery Fund. Principal and/or income may be withdrawn upon request. This is a custodial-type trust fund, meaning that DFMS is not trustee for these funds but is simply providing the owner (St. John’s Episcopal Church Cemetery Fund) with access to investment management through DFMS endowment. The owner may add to or withdraw principal funds at its discretion.

#### ***A&F 002 – Adopted***

To: Executive Council  
From: Administration and Finance Committee  
Date: November 13, 2006  
Subject: Trust Fund #1011

**Resolved,** That Trust Fund #1011, the Stokes, Hope Procter, Estate of, be established; and be it further

**Resolved,** That income and accumulated appreciation only to be used by the Society solely in the area known as Navajoland, such use to be at the discretion of the Director of Ethnic Congregational Development, the Missioner for Native American Ministries and the Director of Mission after consultation with the Treasurer.

### EXPLANATION

**Trust Fund #1011. Stokes, Hope Procter, Estate of (2006).** This fund is established with a \$10,000 bequest from the estate of Hope Procter Stokes. Appreciation and income are to be used solely for work in Navajoland.

**A&F 003 – Adopted**

TO: Executive Council  
FROM: Administration and Finance  
SUBJECT: **Theological Education Grants for Year 2007 from the Latin America and the Caribbean Theological Education Fund (Trust Fund 809)**

=====

**Resolved**, that the Executive Council affirm the recommendations of the Commission on Theological Education for Latin America and the Caribbean, and approve the following requests in the total amount of **\$ 485,415.00** from the income of Trust Fund #809 for:

**Diocesan Programs**

<b><u>Diocese</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
Colombia	Theological Ed. Center (CET)	\$13,500.00
Costa Rica	Theological Education	\$15,000.00
Cuernavaca	Clergy Formation (Special Canon)	\$14,000.00
Dominican Republic	Theological Ed. Center	\$15,000.00
<b>Ecuador Central</b>	<b>Theological Education</b>	<b>\$15,000.00</b>
<b>Ecuador Litoral</b>	<b>Theological Ed. Center</b>	<b>\$13,500.00</b>
<b>El Salvador</b>	<b>Theological Ed. Center</b>	<b>\$15,000.00</b>
Guatemala	Theological Ed. Program	\$15,000.00
Haiti	Theological Seminar	\$15,000.00
Honduras	CEFA-EPM (Theo. Ed.)	\$15,000.00
<b>Mexico</b>	<b>St. Andrew’s Seminar</b>	<b>\$15,000.00</b>
<b>Northern Mexico</b>	<b>CAMINO</b>	<b>\$ 7,500.00</b>
<b>Panama</b>	<b>Total Ministry (Theo. Ed.)</b>	<b>\$12,500.00</b>
Porto Alegre	Theological Formation	\$14,285.00
Puerto Rico	St. Peter’s and St. Paul’s Seminar	\$15,000.00
Southeastern Mexico	PETE (Theo. Ed)	\$15,000.00
Venezuela	ISTESAC (Theo. Ed)	\$15,000.00
Virgin Islands	Training for Ministry	\$15,000.00
Western Mexico	Theological Education	\$13,500.00
	<b>Sub Total Diocesan Programs</b>	<b>\$268,785.00</b>

**Provincial/Regional Programs**

<b><u>Province/Region</u></b>	<b><u>Description</u></b>	<b><u>Amount</u></b>
IARCA	CAETS –Center for Higher Theological Education of CA	\$45,000.00
Panama	Continuing Education for Bishops	\$30,000.00
	<b>Sub Total</b>	<b>\$ 75,000.00</b>

**Individual Scholarships:**

<b><u>Diocese</u></b>	<b><u>Applicant</u></b>	<b><u>Amount</u></b>
Brazil	Rev. Mario Ferreira Rivas	\$ 5,000.00
Cuba	Rev. Marianela de la Paz Cot	\$ 24,900.00
Cuba	Ms. Lis Margarita Hernandez Martinez	\$ 5,000.00
Guatemala	Rt. Rev. Armando Guerra	\$ 5,000.00
Honduras	Mr. John Lynch	\$ 5,000.00
Southern México	Rt. Rev. Benito Juarez	\$ 5,000.00
Western México	Rev. Maria C. Olvera Ochoa	\$ 4,500.00
Western México	Rt. Rev. Lino Rodriguez Amaro	\$ 5,000.00
	<b>Sub Total</b>	<b>\$ 59,400.00</b>

**Special Funds**

CETALC Work	\$32,800.00	
CETALC History Committee	\$10,000.00	
Sub-commission trips	\$ 5,870.00	
General Coordinator	\$28,560.00	
General Coordinator's trips	\$ 5,000.00	
	<b>SUB-TOTAL</b>	<b>\$82,230.00</b>

**TOTAL** **\$485,415.00**

**EXPLANATION**

The Commission on Theological Education for Latin America and the Caribbean is charged with the responsibility of reviewing all requests for funding from the income of Trust Fund #809 (Fund established with the proceeds from the sale of the Seminary property in Puerto Rico). The Commission carefully reviews and respectfully submits their recommendations to the Executive Council for affirmation once each year. The above-recommended grants will call on **\$485,415.00** of the amount presently available in the income account.

***A&F 005 – Adopted***

TO: The Executive Council  
FROM: The Standing Committee on Administration & Finance  
DATE: November 13, 2006  
RE: Approval of Investment Committee Appointments

Resolved, That the Executive Council approves the nominations to the Investment Committee

for three year terms:  
Joel Motley  
Carol O'Neal

Dennis Stark  
Wesley Williams

for second terms expiring in 2009:

Art Bjontegard  
James S. Clark  
Sally Zimmerman

***A&F 006 – Adopted***

To: Executive Council  
From: Administration and Finance Committee  
Date: November 13, 2006  
Subject: College for Bishops Credit Card

**Resolved**, That the DFMS is authorized to set up a corporate credit card on behalf of the College for Bishops with the Rt. Rev. Clayton Matthews as signatory and with an \$8,000 limit.

**EXPLANATION**

Bishop Matthews has requested this credit card due to the remote office location of the College for Bishops and to facilitate certain purchases that cannot be invoiced (e.g., hotel deposits; office supplies). The issuing bank requires a Corporate Borrowing Resolution authorizing Bishop Matthews to apply for such a credit card.

***INC 001 – Adopted***

To: The Executive Council  
From: International Concerns  
Date: November 3, 2006  
Subject: New Mission Partners

Resolved, that the Executive Council express its appreciation for the following appointments made by the Presiding Bishop:

**Ms. Mary Barber, RN** – Dioceses of Olympia and Spokane – assigned as Campus Clinic Nurse and Practical Instructor at Cuttington University in the Diocese of Liberia in the Province of West Africa. This appointment as a Young Adult Service Corps volunteer is for the period of one year beginning September 5, 2006.

**Address:** c/o Cuttington University - PO Box 10-0277 - 1000 Monrovia 10 - Suakoko, Liberia - West Africa.

**Ms. Robin Denney** – Diocese of El Camino Real – assigned as Teaching Assistant at Cuttington University in the Diocese of Liberia in the Province of West Africa. This appointment as a Young Adult Service Corps volunteer is for the period of one year beginning September 5, 2006.

**Address:** c/o Cuttington University - PO Box 10-0277 - 1000 Monrovia 10 - Suakoko, Liberia - West Africa.

**Mr. Stephen Drew Foisie** – Diocese of Olympia – assigned as Teacher/Lay Minister with the Diocese of Taiwan in the Episcopal Church USA. This appointment as a Young Adult Service Corps volunteer is for the period of one year beginning August 30, 2006.

**Address:** c/o Diocese of Taiwan - Friendship House - 1-105-7 Hangchow South Road - Tapei, Taiwan 10044.

**Ms. Virginia Holt** – Diocese of Central Gulf Coast – assigned as Afternoon Teacher at the Order of the Holy Cross-uMariya Umama We Themba Monastery in the Diocese of Grahamstown in the Province of

Southern Africa. This appointment as a Young Adult Service Corps volunteer is for the period of one year beginning July 11, 2006.

**Address:** 12c Hill Street - Grahamstown 6140 - South Africa.

**Dr. Thomas Karman, Ph.D.** – Diocese of Oklahoma – assigned as Professor and Special Assistant to the V.P. Academic Affairs at Cuttington University in the Diocese of Liberia in the Province of West Africa. This appointment is for the period of one year beginning September 4, 2006.

**Address:** c/o Cuttington University - PO Box 10-0277 - 1000 Monrovia 10 - Suakoko, Liberia - West Africa.

**Mr. William Bentley Manning** – Diocese of Tennessee – assigned as Youth Worker/Camp Counselor with the Diocese of the Dominican Republic in the Episcopal Church USA. This appointment as a Young Adult Service Corps volunteer is for the period of one year beginning August 15, 2006.

**Address:** Iglesia Episcopal Dominicana - DMG 13602 - 7990 15th Street - Sarasota, Florida 34243 - Attn: Campamento Episcopal - Monte de la Transfiguracion.

**Ms. Alexandra Martin** – Diocese of Alabama – assigned as Youth and Children’s Minister with the Church of St. Augustine of Canterbury (Wiesbaden) and the Church of Christ the King (Frankfurt) in the Convocation of American Churches in Europe in the Episcopal Church USA. This appointment as Young Adult Service Corps volunteer is for the period of one year beginning September 5, 2006.

**Address:** c/o Familie Ramsay - Im Attich 4 - 65474 Bischofsheim – Germany.

**Mr. Andrew & Mrs. Meghan McConnell** – Diocese of Indianapolis – assigned with the Asian Rural Institute in conjunction with the Nippon Sei Ko Kei in Japan. This appointment as Young Adult Service Corps volunteers is for the period of one year beginning September 11, 2006.

**Address:** c/o NSKK Provincial Office - 65 Yarai-cho, Shinjuku-ku – Tokyo 162-0805 – Japan.

**Mr. Christopher & Mrs. Patricia Morck** – Diocese of Massachusetts – assigned as Psychological and Pastoral Associate and Volunteer for Mission respectively in the Diocese of Central Ecuador in the Episcopal Church USA. These appointments are for the period of three years beginning October 9, 2006.

**Address:** c/o Diocese of Central Ecuador - Apartado Aereo 17-03-353-A - Quito, Ecuador.

**Ms. JoEllen Nutter, RN** – Diocese of Maryland – assigned as Director of Operations of Medical Project in the Diocese of Panama. This appointment is for the period of one year beginning September 1, 2006.

**Address:** c/o Iglesia Episcopal de Panama - Box 0843-01258 - Panama, Republic of Panama.

**Mr. Andrew Phillips** – Diocese of Texas – assigned as English Teacher in the Diocese of the Dominican Republic in the Episcopal Church USA. This appointment as a Young Adult Service Corps volunteer is for the period of one year beginning August 20, 2006.

**Address:** Iglesia Episcopal La Anunciación - Calle 6 Esq. Calle 3, #16 - Llanos de Gurabo, Santiago - Republica Dominicana.

**The Rev. Kenneth & Mrs. Oonagh Ryan-King** – Diocese of California – assigned as Diocesan Missioners, in the Diocese of Panama in the Church of the Central American Region. These appointments began on October 1, 2005 and are for the period of three years.

**Address:** c/o Iglesia Episcopal de Panama - Box 0843-01258 - Panama, Republic of Panama.

**Mr. Kirk and Mrs. Leslie Steffensen** – Diocese of Virginia – assigned as Teacher at Canon Andrea Mwaka Secondary School and Tutor at Msalato Theological College respectively, in the Diocese of Central Tanganyika in the Anglican Church of Tanzania. These appointments began on June 7, 2006 and are for the period of two years.

**Address:** c/o Msalato Theological College - P.O. Box 15 - Dodoma, Tanzania.

**Mr. Michael Tedrick** – Diocese of California – assigned as Course Assistant at St. George’s College in the Diocese of Jerusalem in the Episcopal Church in Jerusalem & the Middle East. This appointment began on April 1, 2006 and is for the period of one year.

**Address:** P.O. Box 1248 - Jerusalem 91000 – Via Israel.

**The Rev. Joseph Tucker** – Diocese of Delaware – assigned as Mission Consultant with the Diocese of Bo, Sierra Leone, in the Province of West Africa. This appointment began on April 28, 2006 and is for the period of one year.

**Address:** 11 Richeson Drive – Woodburne - New Castle, DE 19720.

**Ms. Elizabeth White** – Diocese of Olympia – assigned as Assistant to the Executive Director of Sorrento Centre with the Province of British Columbia and Yukon in the Anglican Church of Canada. This appointment as a Young Adult Service Corps volunteer is for the period of one year beginning September 17, 2006.

**Address:** Sorrento Center - P.O. Box 99 - Sorrento, BC - Canada V02 2W0

**The Rev. Diane Wong** – Diocese of Massachusetts – assigned as English Chaplain at the Church of the Good Shepherd in the Diocese of Taiwan. This appointment is for the period of three years beginning August 28, 2006.

**Address:** Church of the Good Shepherd - 509 Chung Cheng Road - Shihlin, Taipei – Taiwan.

***INC 002 – Adopted***

To: The Executive Council  
From: International Concerns  
Date: November 3, 2006  
Subject: Returned Mission Partners

Resolved, that the Executive Council express its appreciation for the following mission companions who faithfully completed their term of service:

**Mr. Michael Angell** – Diocese of Colorado – served as Assistant at El Hogar Projects in the Diocese of Honduras in the Episcopal Church USA. This appointment as a Young Adult Service Corps volunteer started on September 15, 2005, and ended on September 14, 2006.

**Address:** 13866 West 2nd Avenue - Golden, CO 80401.

**The Rev. Dennis Berk** – Diocese of Bethlehem – served as Lecturer in Pastoral Theology at the Anglican Seminary of St. John the Evangelist located on the Mindolo Ecumenical Foundation’s campus in the Diocese of Central Zambia in the Province of Central Africa. His mission service started on June 26, 2003, and ended on August 31, 2006.

**Address:** 27 Grace Avenue - Schuylkill Haven, PA 17972-9783.

**The Rev. Walter & Mrs. Christina Brownridge** – Diocese of Ohio – served as Canon Precentor and Volunteer for Mission respectively in the Diocese of Cape Ttown in the Church of the Province of Southern Africa. Their mission service started on August 1, 2003, and ended on August 1, 2006.

**Address:** 177 Oak Hill circle - Sewanee, TN 37375

**Ms. Denise Forrest** – Diocese of Los Angeles – served as Communications Assistant in the Diocese of Cuernavaca in the Anglican Church of Mexico. This appointment as a Young Adult Service Corps volunteer started on March 14, 2004, and ended on April 30, 2006.

**Address:** 511 NW North Shore Dr. - Lake Waukomis, MO 64151

**Ms. Lyra Harris** – Diocese of Northern California – served as Micro Enterprise Developer in the Diocese of Honduras. This appointment as a Young Adult Service Corps volunteer started on March 24, 2005, and ended on March 31, 2006.

**Address:** 115 Moss Ave. #305 - Oakland, CA 94611.

**Dr. Douglas Huber, M.D.** – Diocese of Massachusetts – served as HIV/AIDS Coordinator with the Council of Anglican Province of Africa (CAPA) in the Church of the Province of Kenya and in the Diocese of Peshawar in the Church of Pakistan. This was a Special VFM Appointment which started on March 7, 2002, and ended on March 31, 2006.

**Address:** MSH/REACH - 784 Memorial Drive - Cambridge, MA 02139.

**Ms. Angela Helt** – Diocese of Oklahoma – served as Healthcare Assistant in the Diocese of Panama. This appointment as a Young Adult Service Corps volunteer started on September 12, 2005, and ended on September 11, 2006.

**Address:** 2900 Water View Ct. - Norman, OK 73071.

**The Rev. Paul Lillie** – Diocese of Western New York – served as Cathedral Sacristan in the Diocese of Jerusalem in the Episcopal Church in Jerusalem and the Middle East. The first year of this assignment was as a Young Adult Service Corps volunteer. The appointment started on June 21, 2004, and continued until August 1, 2006.

**Address:** c/o St. Paul's Cathedral - 128 Pearl Street - Buffalo, NY 14202.

**Mr. Peter Prewandowski** – Diocese of Western Massachusetts – served as Teacher at Canon Andrea Mwaka Primary School in the Diocese of Central Tanganyika in the Anglican Church of Tanzania. This appointment started on April 9, 2003, and ended on June 16, 2006.

**Address:** 44 Gilmore Street - Chicopee, MA 01013.

**Dr. Paula Sage, Ph.D.** – Diocese of Rochester – served as Academic Dean & Theological Instructor in the Diocese of Kigali in the Episcopal Church of Rwanda. This appointment started on July 1, 2003, and ended on June 30, 2006.

**Address:** 45 Michael Lane, Whitinsville, MA 01588.

**Mr. Adam Shoemaker** – Diocese of Massachusetts – served as Outreach Youth Minister in the Diocese of Rio de Janeiro in Anglican Episcopal Church of Brazil. This appointment as a Young Adult Service Corps volunteer started on July 3, 2005, and ended July 2, 2006.

**Address:** 474 State Street - Brooklyn, NY 11217.

**The Rev. Richard Lindsley and The Rev. Nancy Walton** – Diocese of Easton - served as Lecturer at the Anglican Theological Institute and Priest at St Andrew's Church in San Ignacio respectively in the Diocese of Belize. These appointments started on August 27, 2002, and ended on August 26, 2006.

**Address:** 883 Tamarack Avenue - Tallahassee, FL 32303.

**Mr. Jered and Mrs. Erin Weber-Johnson** – Diocese of Olympia – served as Diocesan Youth Ministry and Church Musical Director respectively in the Diocese of Taiwan. These appointments as Young Adult Service Corps volunteers started on July 17, 2005 and ended on May 25, 2006.

**Address:** 175 Ninth Avenue - Box 298 - New York, New York 10011.

**Deacon Gail White** – Diocese of Maine – served in a joint appointment between the South American Missionary Society and the Domestic and Foreign Missionary Society of the Episcopal Church. The joint appointment started on June 1, 2003 and ended on May 31, 2006.

**Address:** Calle Beneficencia 18 - 28004 Madrid, Spain.

**Ms. Heather Wolfe** – Diocese of Oklahoma – served as Assistant at the Rafael Center in the Diocese of Grahamstown in the Church of the Province of Southern Africa. Her appointment as a Young Adult Service Corps volunteer started on August 23, 2005, and ended on August 24, 2006.  
**Address:** 380 Jimshill Road – Wetumpka, AL 36093.

***INC 003 – Adopted***

TO: Executive Council  
FROM: International Concerns Committee  
DATE: September 26, 2006  
RE: NEW COMPANION DIOCESE RELATIONSHIP

*Resolved*, That the Executive Council meeting in Chicago, Illinois from November 12 – 15, 2006 vote to recognize a new Companion Diocese Relationship between the Diocese of Missouri and the Diocese of Lui in the Episcopal Church of Sudan for a period ending on April 20, 2011, unless extended or terminated by mutual consent.

***INC 004 – Adopted***

TO: Executive Council  
FROM: International Concerns Committee  
DATE: October 27, 2006  
RE: EXTENSION OF A COMPANION DIOCESE RELATIONSHIP

*Resolved*, That the Executive Council meeting in Chicago, Illinois from November 12 – 15, 2006 vote to recognize the extension of a three-partner Companion Diocese Relationship between the Diocese of Chicago, the Diocese of Southeast Mexico in the Anglican Church of Mexico and the Diocese of Renk in the Episcopal Church of Sudan for an additional period ending on December 31, 2011, unless extended or terminated by mutual consent.

***NAC 001 – Adopted***

TO: Executive Council  
FROM: Standing Committee on National Concerns  
DATE: November 12, 2006  
RE: TRIBUTE TO THE REVEREND BARBARA SMITH-MORAN, S.O.Sc.

RESOLVED, That The Reverend Barbara Smith-Moran, S.O.Sc., be thanked for her dedication, leadership and vision in relating the Christian faith to science and technology; and be it further

RESOLVED, That we express our deep appreciation to her for assisting the Church in gaining a deeper understanding of God's world and for guiding us in how the gifts of science and technology may be used in light of the Christian faith and in fostering justice.

EXPLANATION

For well over 20 years Barbara Smith-Moran has been a pioneer in the Episcopal Church in establishing and developing links between science and technology and the Christian faith. Beginning with her work in the Diocese of Massachusetts, Barbara established and organized the Faith and Science Exchange (FASE) in the Boston region. She knew that this work had to be done in an ecumenical and interfaith manner, and so she recruited a Board that included members from seven Christian denominations as well from the Jewish and Islamic community. In her work with FASE, she helped develop certificate programs on science and religion administered by the Boston Theological Institute, a consortium of theological schools in the Boston area.

Barbara organized the early efforts to bring Episcopalians to the Ecumenical Roundtable on Science, Technology and the Church. In addition, she worked diligently to get the National Episcopal Church office to recognize the importance of this work and to establish a Working Group on Science, Technology and Faith. From this group's membership the Executive Council, in 2001, established the Committee on Science, Technology and Faith. Barbara has provided insightful and visionary leadership to this committee since its inception. She has also worked to build a national network on Science, Technology and Faith that works in parallel with the Committee.

Barbara is a member of the Society of Ordained Scientists and other science and religion organizations. In the Boston area, she successfully convened groups working on the relationship of Christian Faith to gene therapy/genetic enhancement, stem cell research and the scientific roots of sexuality.

In all of her work, Barbara has been energetic, determined and gracious. Her untiring efforts have been an inspiration to all of us. We applaud Barbara Smith-Moran for the work she has offered and still offers to the Church and the wider community.

***NAC 002 – Adopted***

TO: Executive Council  
FROM: Rose Brunell  
DATE: September 25, 2006  
SUBJECT: **Jubilee Programs being presented at the Executive Council's Meeting**

Here is a list of Jubilee Programs to be reviewed by Executive Council on November 11- 14, 2006.

**NEW**

- |    |   |    |  |
|----|---|----|--|
| 1. | Good Samaritan Health Clinic<br>401 Arnold Street, NE, Suite A<br>Cullman, AL 35055<br>Jerry Jacob<br><b>Diocese of Alabama</b>   |    |  |
| 2. | Food for Life<br>St. Andrew's Episcopal Church<br>P.O. Box 1165<br>Tucson, AZ 85702-1165<br>The Rev. Robert Williams & Mr.<br>Jefferson Bailey<br><b>Diocese of Arizona</b> |    |  |
| 3. | Saint Barnabas Center for Ministry<br>248 Seneca Street<br>Harrisburg, PA 17110<br>The Rev. Victor Thomas<br><b>Diocese of Central Pennsylvania</b>                         |    |  |
| 4. | Crossroads Ministry of Estes Park, Inc.<br>St. Bartholomew's Episcopal Church<br>P.O. Box 3616<br>Estes Park, CO 80517<br>Harry Graham                                      |    |  |
|    |   | 5. | Outreach at St. Stephen's Episcopal Church<br>One Del Mar Circle<br>Aurora, CO 80011<br>The Rev. Sandy Blake<br><b>Diocese of Colorado</b> |
|    |   | 6. | Saint George Community Meal Program<br>P.O. Box 243<br>Leadville, CO 80461<br>The Rev. Ali Lufkin<br><b>Diocese of Colorado</b>            |
|    |   | 7. | Sudanese Community Church<br>1350 Washington Street<br>Denver, CO 80203<br>The Rev. Anderia Luac Arok<br><b>Diocese of Colorado</b>        |
|    |   | 8. | The Sanctuary<br>P.O. Box 4413<br>Chattanooga, TN 37405<br>The Rev. Margaret C. Marshall   |

- Diocese of East Tennessee**
9. St. Mary's Episcopal Church  
961 South Mariposa Avenue  
Los Angeles, CA 90006  
The Revs. H. Alix Evans & Nicole  
Janelle  
**Diocese of Los Angeles**
10. St. Alban's Jubilee Center  
1675 Chester Avenue  
Arcata, CA 95521  
Debbie Eiers  
**Diocese of Northern California**
11. Grace Episcopal Church  
1545 Franklin Avenue  
Astoria, OR 97103  
The Rev. Richard Loop  
**Diocese of Oregon**
12. Grace Church  
**REAFFIRMATIONS**
16. Interfaith Clinic  
514 West Faulkner  
El Dorado, AR 71730  
The Rev. Robert Allen  
Donna Holmes, Clinic Coordinator  
**Diocese of Arkansas**
17. All Faiths Christian Ministries  
132 North Tenth Street  
Griffin, GA 30233  
Eddie Whitlock  
**Diocese of Atlanta**
18. The Friendship Center at Holy  
Comforter  
737 Woodland Avenue, SE  
Atlanta, GA 30316  
The Rev. Mark Moline  
**Diocese of Atlanta**
19. Emmaus House Shelter  
1215 Kemble Street  
Utica, NY 13501  
Patricia Witt  
**Diocese of Central New York**
20. Watertown Urban Mission Food Pantry  
247 Factory Street
- 175 Mathewson Street  
Providence, RI 02903  
Rev. Robert T. Brooks  
**Diocese of Rhode Island**
13. St. Paul's Jubilee Center  
221 34<sup>th</sup> Street  
Newport News, VA 23607  
The Rev. Isabel Steilberg  
**Diocese of Southern Virginia**
14. St. Luke's Episcopal Church  
501 Wallace Avenue  
Coeur d'Alene, ID 83814  
Robert Runkle  
**Diocese of Spokane**
15. Benzie County Baby Pantry  
P.O. Box 26  
Beulah, MI 49617  
The Rev. Marilou Schlotterbeck  
**Diocese of Western Michigan**
- Watertown, NY 13601  
Mary Morgan, Director  
**Diocese of Central New York**
21. Middlesex Jubilee Ministry Center  
P.O. Box 337  
Durham, CT 06422  
The Rev. Marsha Hoecker  
**Diocese of Connecticut**
22. Eau Claire Interfaith Network, Inc.  
309 East Lake Street  
Eau Claire, WI 54701  
Kelly Christianson  
**Diocese of Eau Claire**
23. Episcopal Community Services  
11 East 40<sup>th</sup> Street  
Kansas City, MO 64111  
Jay Lehnertz, Ph.D  
**Diocese of Kansas and West Missouri**
24. The Lincoln Connection  
P.O. Box 1881  
North Platte, NE 69103-1881  
Ron Snell  
**Diocese of Nebraska**

- |   |   |
|---|---|
| <p>25. Christ Church<br/>5 Paterson Street<br/>New Brunswick, NJ 08901<br/>The Rev. Dr. Deborah Meister<br/><b>Diocese of New Jersey</b></p>                  | <p>29. Woman at the Well<br/>221 Post Avenue<br/>San Antonio, TX 78215<br/>Mrs. Priscilla Murguia<br/><b>Diocese of West Texas</b></p>          |
| <p>26. Camp Wakonda<br/>P.O. Box 41114<br/>Thomas Corner Station<br/>Norfolk, VA 23502<br/>Mrs. Frances Barber<br/><b>Diocese of Southern Virginia</b></p>    | <p>30. Free Books for Kids<br/>Temple Street &amp; 5th Avenue<br/>Hinton, WV 25951<br/>Joanne Duvall<br/><b>Diocese of West Virginia</b></p>    |
| <p>27. Yellow Brick Road Early Learning<br/>Center<br/>P.O. Box 745<br/>Lexington, VA 24450<br/>Faye Campbell<br/><b>Diocese of Southwestern Virginia</b></p> | <p>31. St. James Jubilee Center<br/>3001 Seventh Avenue<br/>Charleston, WV 25312<br/>Lauretha W. Kellum<br/><b>Diocese of West Virginia</b></p> |
| <p>28. Kansas City Community Kitchen<br/>P.O. Box 410616<br/>Kansas City, MO 64141<br/>The Rev. Allen Ohlstein<br/><b>Diocese of West Missouri</b></p>        | <p>32. St. John's House<br/>3000 Washington Blvd.<br/>Huntington, WV 25705<br/>The Rev. Donald Vinson<br/><b>Diocese of West Virginia</b></p>   |

**Affiliate**

- |   |  |
|---|--|
| <p>33. Bishop G. Mdimi Mhogolo Center<br/>P.O. Box 15<br/>Dodoma, Tanzania<br/>Bishop G. Mdimi Mhogolo<br/><b>Diocese of Central Tanganyika</b></p> | <p>34. The Amity Foundation<br/>71 Han Kou Road<br/>Nanjing 210008<br/>Jiangsu Province<br/>People's Republic of China<br/>The Rt. Rev. K.H. Ting<br/>Dr. Theresa Chong Carino<br/><b>Diocese of Hong Kong</b></p> |
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End of consent calendar

For International Concerns, Sandi McPhee reported that the committee elected Petero Sabune as Vice Chair and Lee Alison Crawford as Secretary.

***INC 005 – Adopted***

TO: The Executive Council  
FROM: International Concerns Committee  
RE: Americas  
DATE: November 14, 2006

*Resolved*, That the Executive Council of the Episcopal Church at its meeting November 12-15, 2006 in Chicago, Illinois, request the Presiding Bishop and the President of the House of Deputies, to appoint a working group to investigate, through conversations and cooperation with the Anglican Church of Canada, the Concilio Anglicano Latino Americano (CALA Anglican Council of Latin America) and the

Province of the West Indies, the possibilities of an Anglican regional convocation of the Americas to equip better our churches for mutuality and interdependence in God's mission.

***INC 006 - Adopted***

**For:** Executive Council:  
**From:** International Concerns  
**Date:** November 14, 2006  
**Subject:** Israel/Palestine Peace Commitments

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**Resolved,** That the Executive Council, meeting in Chicago, IL, November 12-15, 2006, reaffirms the Episcopal Church's commitment to:

1. the rightful existence of the State of Israel as a nation among nations recognized by the elected Palestinian leadership;
2. the rightful existence of a State of Palestine as a nation among nations to be recognized by the elected Israeli leadership;
3. the recognition of Jerusalem as the shared capital of the two states with full access to the respective holy sites of the three Abrahamic faiths;
4. the end of all violence and the rejection of terrorism and their crippling impact on Israeli and Palestinian societies;
5. the withdrawal by Israel from all occupied Palestinian territories as established in 1967 West Bank;
6. the return of all parties to the negotiating table rather than unilateral action by any party;
7. the eradication of the sins of anti-Semitism and all other forms of racism.

(Completes Resolution A011, passed by the House of Bishops.)

In discussion of INC 007, an amendment to split #2 into two parts was approved, but an amendment to remove the phrase "where it violates Palestinian territory" was defeated.

***INC 007 – Adopted***

**For:** Executive Council:  
**From:** International Concerns  
**Date:** November 14, 2006  
**Subject:** Palestine/Israel Peace Process

**Resolved,** the Executive Council, meeting in Chicago, IL, November 12-15, 2006, declares that the following positions constitute policies of The Episcopal Church:

1. an end to the isolation of East Jerusalem and Bethlehem from the West Bank created by the continued construction of Israeli settlements, settler roads and the barrier;
2. a. removal of the barrier by Israel where it violates Palestinian territory and  
b. termination of the policy and practice of terrorism by any constituency of the Palestinian Authority;

3. assurance of human rights for Palestinians and Israelis;
4. support for the return of sovereign control of Gaza's airspace and coastline and borders to the Palestinian people and mutual respect for borders; and
5. urge Hamas to recognize the State of Israel, renounce violence, and accept past peace agreements; and
6. assurance that no U.S. tax dollars are used, directly or indirectly, to finance the building of the barrier and bypass roads that support the settlements.

(Completes Resolution A012 passed by the House of Bishops)

***INC 008 – Adopted***

**For:** Executive Council:  
**From:** International Concerns  
**Date:** November 14, 2006  
**Subject:** US Policy towards Cuba

*Resolved,* That the Executive Council, meeting in Chicago, IL, November 12-15, 2006, calls for an immediate end to all portions of the United States economic embargo against the Republic of Cuba, particularly revisions to the embargo implemented by the U.S. Department of State in 2004; and be it further

*Resolved,* That dioceses and congregations in the Episcopal Church consider the establishment of companion relationships with the Episcopal Church of Cuba in order to help support the IEC spiritually and, where possible, financially; and be it further

*Resolved,* That, in order to promote the exchange of religious and political ideals, all members of the Episcopal Church are encouraged to travel to Cuba subject to the availability of licenses from the U.S. government where applicable; and receive delegations from the Episcopal Church of Cuba subject to approval by the U.S. government where applicable; and be it further

*Resolved,* That the Episcopal Church recommit itself at all levels to pray for the reconciliation of the United States and the Republic of Cuba, in the Name of the Prince of Peace.

(Completes Resolution A016, passed by the House of Bishops)

***INC 009 – Adopted***

**For:** Executive Council:  
**From:** International Concerns  
**Date:** November 14, 2006  
**Subject:** Religious Rights for the Greek Orthodox Church in Turkey

*Resolved,* That the Executive Council, meeting in Chicago, IL, November 12-15, 2006, requests all governmental leaders in countries where The Episcopal Church is present to urge the government of the Republic of Turkey to:

1. allow the Eastern Orthodox Patriarch of Constantinople (Istanbul) to reopen immediately its theological seminary at the Monastery of the Holy Trinity on Halki Island for the training of Orthodox clergy;

2. recognize the Patriarch's title of Ecumenical Patriarch, the honorific title for him recognized and used by all Christian Churches since the sixth century;
3. restore all properties confiscated from the Patriarchate in Turkey, in particular the Orthodox orphanage of Prinkipos on the Prince Island (Buyukado);

establish clearly the legal status of the Patriarchate in the context of Turkish civil law; and be it further

**Resolved,** That the Executive Council directs the Office of Government Relations to pursue these objectives; and be it further

**Resolved,** That the Executive Council informs the government of Turkey and the Foreign Minister of the European Union of these concerns; and be it further

**Resolved,** That the Executive Council notifies His All Holiness Bartholomew, the Ecumenical Patriarch and His Eminence Archbishop Demetrios, Primate of the Greek Orthodox Archdiocese of America of these actions.

***INC 010 – Adopted***

FOR: Executive Council  
FROM: International Concerns  
DATE: November 14, 2006  
SUBJECT: COVENANT COMMITTEES

**Resolved,** That the Executive Council, meeting in Chicago, IL, November 12-15, 2006, directs that its representation on covenant committees consist of one bishop appointed by the Presiding Bishop and one priest, deacon, or layperson appointed by the President of the House of Deputies. Terms for these members shall be six years, rotated so that one of the two shall be appointed at the start of every triennium. There shall also be one member from the Standing Commission on World Mission and one member from the Executive Council appointed from those bodies for three-year terms to the committees; and be it further

**Resolved,** That no person serve as a representative of the Episcopal Church to a covenant committee for more than six consecutive years; and be it further

**Resolved,** That covenant committee representatives prepare a report after each of their meetings which will include the minutes of the meeting, provide an update on the use of any Episcopal Church funds, outline any future projects that were planned, and describe any policy recommendations and proposed changes to the covenant; and be it further

**Resolved,** That covenant committee representatives file their report with the Standing Commission on World Mission, the Executive Council Standing Committee on International Concerns, and the Office of Anglican and Global Relations at the Episcopal Church Center within sixty days of the adjournment of each meeting; and be it further

**Resolved,** That Standing Commission on World Mission include in its future triennial reports an update on covenant committee work, along with any resolutions related to covenant committee work.

(Completes Resolution A118, passed by the House of Deputies)

***INC 011 – Adopted*** (2 abstentions – I. Douglas and T. Kimbrough)

For: Executive Council  
From: International Concerns  
Date: November 14, 2006

Subject: Covenant with Brazil

**Resolved,** That the Executive Council, meeting in Chicago, IL, November 12-15, 2006, endorses the “Commitment to be Companions in Christ” between the Igreja Episcopal Anglicana do Brasil and the Episcopal Church, as expressed in the text below, and by this affirmation authorize the signature of the Episcopal Church on this Covenant:

**The Commitment to be Companions in Christ –**

**Between the Igreja Episcopal Anglicana do Brasil and the Episcopal Church.**

Preamble: the Episcopal Church and Igreja Episcopal Anglicana do Brasil share a missionary history in Brazil of over 100 years. The work in Brazil was initiated in 1890 by missionaries Lucien Lee Kinsolving and James Watson Morris, from the Virginia Theological Seminary. In 1907 the missionary efforts in Brazil resulted in the establishment of a missionary district of the Episcopal Church under the leadership of Bishop Lucien Lee Kinsolving. In 1965 this missionary district became the autonomous Province of Brazil, and the Episcopal Church concluded ongoing financial obligations in 1975. In 1990, at the celebration of the centennial of the Church of Brazil, the Presiding Bishops of the Episcopal Church and Igreja Episcopal Anglicana do Brasil agreed to establish a Bilateral Committee to reconnect and reconcile dynamics of distance that occurred during and after the establishment of Brazil’s autonomy. The experience of the Bilateral Committee has been one of reacquainting the Churches, re-establishing friendship, sharing vision for ministry mission, and encouraging diocesan companionships. The Bilateral Committee believes the endorsement of the following Commitment to be Companions in Christ will be good for the souls of both provinces. The Bilateral Committee also believes it is wise and appropriate to solidify and make public and structurally accountable this ongoing commitment to one another.

1. The General Convention of the Episcopal Church and the Synod of Igreja Episcopal Anglicana do Brasil commit to mutual support and encouragement for ministry and mission development within both provinces.
2. The Episcopal Church and Igreja Episcopal Anglicana do Brasil hereby establish a Bilateral Standing Committee to provide vision and planning to sustain and enhance the Committee relationship. The Bilateral Standing Committee will sustain the two provinces in their commitment to: 1) pray for each other’s life and faith; 2) commit to develop and support diocesan companion relationships; 3) discern and support other initiatives that will mutually enrich the ministry and mission of both provinces. The Bilateral Standing Committee will establish and maintain a list of triennial initiatives consistent with the priorities of both provinces, such as theological education, missionary expansion, stewardship, sustainability and social ministry.
3. The Bilateral Standing Committee will be composed of one bishop appointed by each of the Presiding Bishops, and one priest, deacon or lay person from each province appointed by the President of the House of Deputies (The Episcopal Church) and the Presiding Bishop (IEAB) respectively. Terms for these four members shall be six years, rotated so that one of the two from each province shall be appointed at the start of every triennium. There shall also be two (to four) additional members from each province. For the Episcopal Church, this shall be one member from the Standing Commission on World Mission and one liaison from the Executive Council selected from those bodies for three-year terms. The Igreja Episcopal Anglicana do Brasil shall appoint its additional members in a manner of its choice. No member shall serve more than six consecutive years.
4. The Bilateral Standing Committee will be accountable to the Presiding Bishop and the Executive Council of each province. In the Episcopal Church a report will be submitted after

each meeting of the Bilateral Standing Committee to the Standing Commission on World Mission and to the Executive Council. In the Igreja Episcopal Anglicana do Brasil a report to the Executive Council and to the Provincial Synod will be provided after each meeting of the Bilateral Standing Committee.

5. The Bilateral Standing Committee will typically meet every 18 months. Meeting places will alternate between provinces.
6. Evaluation of this commitment will be undertaken at least every three years. The evaluation and recommendations will be furnished to the Executive Council of the Episcopal Church and the Igreja Episcopal Anglicana do Brasil and to both Presiding Bishops.
7. The Commitment takes effect upon endorsement by the General Convention of the Episcopal Church and the Provincial Synod of the Igreja Episcopal Anglicana do Brasil.

(Completes Resolution A119, passed by the House of Deputies.)

### ***INC 012 – Adopted***

For: Executive Council  
From: International Concerns  
Date: November 14, 2006  
Subject: Covenant for Communion in Mission

**Resolved,** That the Executive Council, meeting in Chicago, IL, November 12-15, 2006, recognize the call of the Anglican Consultative Council at its 13th meeting in Nottingham, England, in June 2005 for all churches of the Anglican Communion to study and apply the document A Covenant for Communion in Mission that was presented to the ACC by the Inter-Anglican Standing Commission on Mission and Evangelism; and be it further

**Resolved,** That the Executive Council commend A Covenant for Communion in Mission as a vision for Anglican faithfulness to the mission of God for study by parishes, dioceses and seminaries; by networks such as the Episcopal Partnership for Global Mission, the Global Episcopal Mission Network, and the Companion Diocese Network; by the House of Bishops; and by the Standing Commission on World Mission, the Standing Commission on Anglican and International Peace with Justice Concerns, the Standing Commission on Ministry Development, and the Standing Commission on Constitution and Canons; and be it further

**Resolved,** That the Executive Council request the Standing Commission on World Mission to gather responses to A Covenant for Communion in Mission from groups within the Episcopal Church and include reflections and recommendations concerning application of the covenant in its report to the 76th General Convention.

*See “A Covenant for Communion in Mission” – Appendix B*

(Originally proposed by the Executive Council and passed in the House of Deputies)

Ian Douglas serves on the design group for Lambeth 2008 and gave some background and information about plans for this gathering.

Next, John Vanderstar reported for National Concerns. The committee elected Bruce Garner as Vice Chair and Sherry Denton as Secretary. They heard from many of the Program staff, and also discussed General Convention resolutions on slavery and racial reconciliation. He introduced Kim Byham to present the SRI resolutions.

**NAC 003 – Adopted** (3 abstentions – J. Bruno, D. Glover, J. Vanderstar)

TO: The Executive Council  
FROM: National Concerns  
RE: Shareholder resolution filings for 2006-2007  
DATE: November 14, 2006

Resolved, That the Executive Council, meeting in Chicago, Illinois, November 12-15, 2006, direct the Treasurer to file the following resolutions on behalf of the Domestic and Foreign Missionary Society, as contained in the docket from the Social Responsibility in Investments Committee:

<u>Issue</u>	<u>Companies</u>
Corporate governance/Board diversity	Blackbaud Labor Ready United Surgical Holdings
Corporate governance/Pay disparity	H.J. Heinz
Environmental justice	ConocoPhillips ExxonMobil
GMO report	DuPont McDonald's
Human rights/Exploitation of children	Marriott Starwood Hotels and Resorts
Military contracts – ethical criteria	United Technologies

*(The SRI recommendations for 2006-2007 shareholder actions are on file in the General Convention office and are available upon request.)*

**NAC 004 – Adopted** (3 abstentions – J. Bruno, D. Glover, J. Vanderstar)

TO: The Executive Council  
FROM: The Social Responsibility in Investments Committee  
RE: Policy on shareholder resolutions and proxy voting  
DATE: October 27, 2006

Resolved, That the Executive Council, meeting from November 12 to 15, 2006 in Chicago, Illinois, requires Council approval for the SRI committee to file or vote on shareholder resolutions only once in each triennium for each issue or subject area of said resolutions.

### **Explanation**

Once the Council has acted on a shareholder resolution, SRI will continue to file and vote for those resolutions in subsequent years as established by the action of the Council at the beginning of each triennium. There are many shareholder resolutions that are filed or voted for by the DFMS in any given year. Approving a resolution text for affirmative action, for example, only once during the current triennium will reduce the amount of time that the Executive Council will have to spend on this important task, while also ensuring appropriate oversight of the Social Responsibility in Investment Committee's work.

## ***NAC 005 – Adopted***

TO: The Executive Council  
FROM: National Concerns Committee  
RE: “Material Support” Provisions of Patriot Act  
DATE: November 14, 2006

*Resolved*, That the Executive Council, meeting in Chicago, Illinois, November 12-15, 2006

1. strongly opposes the overly broad interpretation of the “material support” provisions of the Patriot Act, now incorporated into the US Immigration and Nationality act, which provides the basis for denying bona fide refugees admission to the United States and otherwise excludes other categories of immigrants such as asylum seekers and those adjusting status and pursuing naturalization from the benefits to which they aspire;
2. recommends an interpretation of “material support” which pertains only to members of formally designated foreign terrorist organizations and not be applied to those who are not a threat to the security of the United States such as refugees, asylum seekers, asylees, or those adjusting to permanent residence or pursuing naturalization;
3. advocates for policies and practices that exempt those from the “material support bar” who under duress or the threat of violence unwittingly or involuntarily associate with a terrorist organization;
4. advocates for policies and practices that exempt those from the “material support bar” who have been members of groups who have resisted regimes which victimized or persecuted them or denied them their basic human rights.
5. *urges The Episcopal Church to join with the Refugee Council USA and other refugee programs to address the issues of the “material support bar” with the United States Government.*

### **EXPLANATION**

An overly broad interpretation of the "material support" provisions of the Patriot Act, reiterated in the REAL ID Act, has effectively denied any refugee admission to the United States if he/she had any association with a so-called terrorist group. As applied by the Department of Homeland Security, any organized resistance to oppressive governments, even those traditionally opposed by the US, is now classified for purposes of admissibility to the US as a terrorist group. An equally broad interpretation of material support has led to the exclusion from US resettlement those persons who even under duress may have been associated with a so-called terrorist organization; e.g., Liberian women forced into sexual slavery or Colombians trapped between opposing forces in that nation's conflict. Ironically, without the material support bar, these persons would be classic examples of those ideally suited for settlement. The indiscriminate application of material support also extends to those seeking asylum, persons adjusting to permanent residence or those pursuing naturalization. The consequence has been denial of nearly 11,000 Burmese Karen refugees to the US because of their identification with an exile community which has escaped from and resisted the persecution of the Myanmar government. Likewise, 750 Colombians are now unable to be resettled in the US because of the material support bar; and 500 persons hoping for grants of asylum are now in jeopardy because of the prospect of being trapped by an overreaching application of the material support bar. While a limited waiver has been granted to a modest group of Burmese refugees, a comprehensive solution which reopens the doors of the US to bona fide refugees, asylees and candidates for citizenship is needed. Otherwise, thousands with impeccable credentials will be deterred from receiving the protection and privileges which they seek and deserve.

This concluded the committee reports.

Randall Lee of the Evangelical Lutheran Church of America was invited to speak. He noted that the issues that the ELCA are debating are virtually the same as those of the Episcopal Church. He said that he was delighted to be invited to share in this relationship of full communion, look forward to developing

a close relationship with Bishop Katharine and reported that Pastor Elizabeth Eaton will now be the Lutheran liaison to the Executive Council. Victoria Garvey has been appointed as the Executive Council liaison to the ELCA.

Rodney Andrews spoke next, bringing greetings from the Anglican Church of Canada. Bishop Andrews attended the meeting for Michael Ingham, who is on sabbatical. Bishop Andrews offered praise to Steve Lane, the former Executive Council liaison to the ACC. He applauded the use of Spanish in the worship and the prioritization of the Millennium Development Goals. The ACC's next General Synod is in June in Winnipeg and they will elect a new primate. The theme of the synod is "Draw the Circle Wide".

Bishop Duncan Gray of Mississippi gave a report on "Darkness Into Day" campaign and work on GC resolution B011. He spoke of happenings in the dioceses of Mississippi and Louisiana pre and post Katrina, showed a video and explained how they are working to raise funds for necessities that fall outside the auspices of ERD (institutional rebuilding, bricks and mortar, salaries, program out of churches, etc.). They are working in partnership with the Episcopal Church Foundation to find a way to support the infrastructure. GC authorized the hiring of a missionary for the Gulf Coast, and Bishop Duncan showed the job description of this missionary.

Bonnie Anderson offered the following courtesy resolutions:

#1

*Resolved*, That the Executive Council at its first meeting of the triennium, held in Chicago, Illinois November 12-15, 2006, express its great appreciation for the faithful ministry of Pat Mordecai in her role as Chief Operating Officer and Executive Director of The Episcopal Church and as a Vice President of the Domestic and Foreign Missionary Society; and be it further

*Resolved*, That the Executive Council express our blessings and greetings in Peace to Donald, Pat's husband, who waits patiently and with great expectation for her to join him at their retirement home in Maine.

Our love to both Pat and Donald as they move into this new phase of their life in Christ.

#2

*Resolved*, That the members of Executive Council send our love and deep affection to Frank and Phoebe Griswold and that we direct the General Convention Secretary to do so.

#3

*Resolved*, That the members of Executive Council send our warm greetings to Michael Ingham.

#4

*Resolved*, That the Executive Council send our warm greetings to Wilfrido Ramos-Orench, who could not be with us.

#5

*Resolved*, That the Executive Council send our appreciation to Titus Presler for his work among us as a member of the Executive Council.

All courtesy resolutions were adopted.

Katharine Jefferts Schori next asked the council to reflect on the functioning of this meeting – what worked well, what could have worked better, what would you like the Agenda Committee to think about in terms of change for the next meeting.

**What worked well:**

- Healthy meals
- Proximity of committee rooms
- Balance of Spanish and English
- Using one booklet for all morning prayers
- Orientation
- Scale of plenary room
- Holy Eucharist in the middle of the day, with short service and short homilies

**What could have worked better:**

- Secretariat should have had internet access
- Would have liked more time to get to know each other
- Should have time at the beginning of each meeting for “shedding, sharing and centering”
- Missed having fruit at the break – if budget doesn’t allow for soda and fruit, perhaps there could be half the amount, but have both.
- Missed having hymns in Spanish
- Lack of natural light
- Lack of oxygen in breakout rooms
- Would prefer to be closer to the city and church site
- Buddy system worked well for some, not as well for others
- Tightness of schedule – no time between meeting and dinner
- It would have been helpful if the information about meeting costs had been provided ahead of the meeting to allow for time to generate ideas.
- Internet service in rooms was expensive – perhaps a lower price could be negotiated for the group.

**What Should Be Changed for Future Meetings:**

- More time to visit – schedule was too tight
- Trip to All Saints, while a wonderful and enriching experience, did take a half day, and is something to be aware of as we move toward 3 day meetings.

**CLOSING REMARKS**

Bishop Katharine expressed her gratitude for the opportunity to work together and begin to see how this body works, and looks forward to getting to know everyone better. She looks forward to watching this body and encouraging this body to lead in this church and be strong advocates for the mission of this church both internally and externally. We have much to offer this world. She thanked everyone for their faithful work over the past days, and looks forward to working with everyone. She thanked the staff for their work to facilitate the meeting.

The meeting was adjourned.

## APPENDIX A

### Agreement between the Executive Council of the Episcopal Church and Episcopal Relief and Development

This is an agreement, effective January 1, 2007, among Episcopal Relief and Development (“ERD”), the Executive Council of the Episcopal Church (“Executive Council”), and the Domestic and Foreign Missionary Society of the Protestant Episcopal Church in the United States of America (the “DFMS”) regarding the working relationship between ERD and Executive Council and the DFMS. This agreement supersedes the Memorandum of Understanding between ERD and Executive Council of July 29, 2002.

## Bylaws and Governance

*ERD shall ensure that its bylaws contain the provisions set forth in Sections 1.2 to 1.6 below.*

### Board Membership

The ERD bylaws shall provide that (i) the Presiding Bishop of the Episcopal Church, (ii) the Executive Director, (iii) the Financial Officer of Executive Council, and (iv) the President of ERD, shall each hold the position of ERD Director, *ex officio*, with vote.

The ERD bylaws shall provide that the remaining candidates for Director of ERD shall be jointly nominated by the Chair of the ERD Board of Directors and the Presiding Bishop, elected by a majority vote of the ERD Board of Directors, and ratified by Executive Council.

### Chair of the ERD Board

The ERD bylaws shall provide that the Chair of the ERD Board shall be appointed by the Presiding Bishop from among the ERD Board of Directors and shall serve at the pleasure of the Presiding Bishop.

### ERD President

The ERD bylaws shall provide that the President of ERD shall be elected by the Board of Directors, subject to ratification by the Presiding Bishop, and shall serve at the pleasure of the Board.

### Reports to Executive Council

The ERD bylaws shall provide that promptly following the close of each fiscal year, the Board of Directors shall submit to Executive Council a report summarizing the operations of ERD during the past year and plans for the coming year and within a reasonable time copies of its annual audit report and most recent federal and other tax returns.

### Amendment of the Bylaws

The ERD bylaws shall provide that any change in the bylaws shall not become effective until ratified by Executive Council.

### Relationship Between ERD and Executive Council

*At the invitation of the Secretary of Executive Council and the respective chairs of the Committees of Executive Council and of the Standing Commissions of the General Convention, ERD shall make its knowledgeable representatives available to report to such bodies at their meetings on ERD's operations, including with respect to issues relevant to the national and international development ministry of the Episcopal Church, disaster response by the Episcopal Church, and ERD's fundraising initiatives.*

*ERD representatives and the relevant program staff at the Episcopal Church's headquarters and other offices, including but not limited to the Executive Director, Anglican and Global Relations, Peace and Justice Ministries, Episcopal Migration Ministries, and the Office of Communications, shall meet periodically to coordinate the activities of their respective programs and exchange ideas for the carrying out of their common mission and, where appropriate, fundraising strategies.*

### Transfer of Funds

*ERD and the DFMS confirm that the beneficial ownership and control of unrestricted and donor-restricted funds heretofore specifically given to benefit ERD (or its predecessor, the Presiding Bishop's*

*Fund for World Relief) prior to ERD's incorporation – namely, the amounts in DFMS-designated "Trust Funds" 828.00, 828.01, 977.00, and 977.01 specified in Appendix A – have been transferred from the DFMS to ERD, subject only to the following restrictions:*

With respect to "Trust Funds" 828.00 and 977.00, which contain endowment funds, ERD shall retain the original principal from those funds specified in Appendix A and report annually to the DFMS that it has done so; but ERD shall be free to spend all income and appreciation since the original gifts.

With respect to the restricted-purpose funds contained in "Trust Fund" 828.01 and specified in Appendix A, ERD shall spend the original principal, appreciation and income in compliance with the donors' stated intent and shall, for as long as any such amounts remain, report annually to the DFMS that it has done so.

*ERD and the DFMS confirm that the DFMS is currently holding "Trust Funds" 828.00, 828.01, 977.00, and 977.01 as custodial funds, providing ERD with access to investment management through the DFMS portfolio, and that, subject to Section 3.1 above, ERD may add to or withdraw such funds at its discretion.*

## Operations

### Office Space and Building Maintenance

The DFMS shall provide to ERD, without cost, its current office suite, including utilities, on the 7th floor within the Episcopal Church's headquarters at 815 Second Avenue, New York, New York 10017.

The DFMS shall provide to ERD staff, without cost, access to all common spaces in the building such as meeting rooms, chapel, pantries, and bathrooms.

Except as otherwise provided herein, ERD shall have full responsibility for the purchase, maintenance, and replacement of any furnishings and equipment used by it at the Episcopal Church headquarters or elsewhere.

ERD shall pay for the cost of meals or refreshments ordered for in-house meetings.

### Office Services

The DFMS shall provide to ERD, without cost, basic office services, which shall include postage up to \$20,000 annually, telephone, photocopying, faxes, packaging, shipping, and receiving.

ERD shall pay the cost of any office services beyond basic office services, including but not limited to all costs related to cell phones and blackberries.

### Human Resources

ERD shall employ its own staff and, except as provided below, shall have full responsibility for all related compensation and benefits, which include salary, pension, health insurance, disability, unemployment compensation, workers compensation, and retiree benefits.

The DFMS shall provide to ERD, without cost, basic payroll and benefits services, which shall include the issuance of ERD staff payroll checks and processing of all appropriate benefits record forms.

At ERD's request, the DFMS shall provide to ERD, without cost, basic human resource management services at levels consistent with those provided to programs of Executive Council, which shall include assistance in hiring, termination, and personnel management.

At ERD's request, the DFMS shall provide to ERD, without cost, basic in-house legal services in connection with human resource management issues at levels consistent with that provided to programs of Executive Council. At ERD's request, the DFMS shall arrange for outside legal services in connection with human resource management or other issues, the cost of which shall be borne by ERD.

ERD shall adopt a human resources policies guide that is materially consistent with the Human Resources Policies Guide of the DFMS, or, where material differences cause the DFMS, upon prior written notice to ERD, to incur additional costs, ERD shall reimburse it for those additional costs.

### Financial Management

ERD shall have full responsibility for all of its financial administration and record-keeping; but at the request of ERD, the DFMS shall provide to ERD, without cost, basic financial management services, which shall include the day-to-day administration of the processing of accounts receivable and accounts payable, bank deposits, and issuing of wire transfers and other payments to ERD projects. Such services shall be provided to ERD on a timely basis.

ERD shall have full responsibility for and retain control over the day-to-day administration of all contributions, including the recording of all gifts, making of bank deposits related to those contributions, processing of pre-authorized checking and other automatic donation options, and issuance of all charitable tax receipts and acknowledgment of all donations.

ERD shall use a travel service for booking all travel that provides an electronic summary report of charges that is compatible with the DFMS accounting system, or, where a lack of compatibility causes the DFMS, upon prior written notice to ERD, to incur additional costs, ERD shall reimburse it for those additional costs.

ERD shall follow accounting policies used by the DFMS including with respect to the issuance of audited financial statements presented in accordance with generally accepted accounting principles and in a format used by the DFMS.

ERD shall adopt operational financial and business policies and procedures in consultation with the DFMS that are appropriate for an international 501(c)(3) relief and development agency. Where those policies differ materially from the financial and business policies and procedures of the DFMS, ERD shall promptly notify the DFMS' Office of the Controller in writing of such differences. Where such differences cause the DFMS to incur additional costs, ERD and the DFMS shall agree on an appropriate basis for ERD to reimburse it for those additional costs.

### Communications

At the request of ERD, the DFMS shall provide to ERD, without cost, basic media relations services to ERD at levels consistent with those provided to programs of Executive Council.

The DFMS shall provide to ERD, without cost, basic web services, which shall include hardware and software systems maintenance, user support and training, and network access to the software environment, at levels consistent with those provided to programs of Executive Council.

At the request of ERD, the DFMS shall provide, at an hourly rate or unit price agreed upon in advance, services above basic web services, including but not limited to special projects that

increase consumption or require reconfiguration of the environment, special analyses of traffic patterns or web statistics, additional design work, and additional training.

### Management Information Systems

The DFMS shall provide to ERD, without cost, basic management information systems services, which shall include standard software, network access, email, internet, user support and data storage, at levels consistent with those provided to programs of Executive Council.

At ERD's request, the DFMS shall provide to ERD, at an hourly rate or unit price agreed upon in advance, services above basic management information systems services, including but not limited to computers, computer hardware, consumables and non-standard software; network accounts (logins and mailboxes) beyond one per person in the basic ERD staff as defined by the Executive Director and the Director of Human Resource Management; support of non-standard computers, software and printers; and support for department projects (e.g., upgrades of ERD-specific software packages, reorganization and relocation of computer equipment in ERD workspace).

For all management information systems services that in any way involve equipment connected to the DFMS computer network, ERD shall use the exclusive services of the DFMS.

*When ERD's needs with respect to the foregoing operations exceed the basic services provided by the DFMS without cost, ERD may either pay the DFMS for those additional services or obtain them from third parties.*

### **Insurance and Indemnification**

*Within fifteen days after the effective date of this agreement, and by January 15 of each succeeding year, ERD shall demonstrate to the Executive Director that it maintains its own comprehensive insurance coverage for program liability, for its Board of Directors and staff, and for any equipment or furnishings owned by ERD.*

*ERD hereby indemnifies the DFMS and Executive Council against, and holds them harmless from, all losses suffered by them in any action, suit, or proceeding that arises as a result of actions or omissions of ERD.*

*The DFMS and Executive Council hereby indemnify ERD against, and hold it harmless from, all losses suffered by it in any action, suit or proceeding that arises as a result of actions or omissions of the DFMS or Executive Council.*

### **Modification of the Agreement**

*This agreement may be amended only by the written agreement of ERD and Executive Council.*

### **Governing Law**

*New York law shall govern this agreement.*

### **Term of the Agreement**

*This agreement shall be for a term of three years subject to automatic renewal for unlimited additional three year periods, unless either party informs the other of its intent to seek amendment or termination of this agreement upon twelve months' written notice prior to the end of a given term.*

## A COVENANT FOR COMMUNION IN MISSION

**This Covenant signifies our common call to share in God's healing and reconciling mission for our blessed but broken and hurting world.**

**In our relationships as Anglican sisters and brothers in Christ, we live in the hope of the unity that God has brought about through Jesus in the power of the Holy Spirit.**

The preamble recognises that the world is one that has been graced by God but that God's work through Jesus, empowered by the Holy Spirit, is to seek to heal its hurts and reconcile its brokenness. The preamble reminds us that as Christians we are called to share our relationships in the mission of God to the wider world, bearing witness to the kingdom of love, justice and joy that Jesus inaugurated.

**Nourished by Scripture and Sacrament, we pledge ourselves to:**

The nine points of the covenant are predicated on Scripture and the Sacraments providing the nourishment, guidance and strength for the journey of the covenant partners together.

- **Recognise Jesus in each other's contexts and lives**  
The nine points begin with Jesus Christ, the source and inspiration of our faith and calls for those covenanting for mission to look for, recognize, learn from and rejoice in the presence of Christ at work in the lives and the situations of the other.
- **Support one another in our participation in God's mission**  
Point two acknowledges that we cannot serve God's mission in isolation and calls for mutual support and encouragement in our efforts.
- **Encourage expressions of our new life in Christ**  
Point three asks those who enter into the covenant to encourage one another as we development new understandings of our identities in Christ.
- **Meet to share common purpose and explore differences and disagreements**  
Point four provides for face-to-face meetings at which insights and learnings can be shared and difficulties worked through.
- **Be willing to change in response to critique and challenge from others**  
Point five recognises that as challenges arise so changes will be needed as discipleship of Christ is deepened resulting both from experience in mission and encountering those with whom we are in covenant.
- **Celebrate our strengths and mourn over our failures**  
Point six calls for honouring and celebrating our successes and acknowledging and naming our sadness and failures in the hopes of restitution and reconciliation.
- **Share equitable our God-given resources**

Point seven emphasizes that there are resources to share – not just money and people, but ideas, prayers, excitement, challenge, enthusiasm and calls for a move to fair sharing of such resources particularly when one participant in the Covenant has more than the other.

- **Work together for the sustainability of God’s creation**

Point eight underscores that God’s concern is for the whole of life – not just people, but the whole created order – and so we are called to strive to safeguard the integrity of creation and sustain and renew the life of the earth.

- **Live into the promise of God’s reconciliation for ourselves and for the world**

This last point speaks of the future hope towards which we are living, the hope of a reconciled universe – in which ‘God’s will be done on earth as it is in heaven’ for which Jesus taught us to pray.

**We make this covenant in the promise of our mutual responsibility and interdependence in the Body of Christ.**

The conclusion provides a strong reminder that we need each other, are responsible for each other, and are mutually interdependent in the Body of Christ.