

**MINUTES OF MEETING OF THE  
COUNCIL OF TRUSTEES  
OF THE EPISCOPAL DIOCESE OF KANSAS, INC.**

**September 13, 2023**

The Council of Trustees of the Episcopal Diocese of Kansas, Inc., met on Zoom on September 13, 2023. Prior to the start of the meeting, Bishop Bascom led the Council in prayer.

Cathleen Chittenden Bascom, Bishop and Chair, called the meeting to order at 10:06 a.m.

Members of the Council of Trustees present were:

Bishop Cathleen Chittenden Bascom  
Dr. Elizabeth Fitz Gibbon, President  
The Rev. Helen Hoch, Clerk  
Deacon Jim Cummins  
The Rev. Greg Doll  
Mr. Mike Morrow  
The Rev. Andrew O'Connor  
Mr. Ron Olson  
The Rev. Doreen Rice  
The Very Rev. Casey Rohleder  
Ms. Teresa Ryther  
Mr. John Smittle  
Ms. Diana Waddell-Gilbert

Also present as advisors to the Council of Trustees:

Mr. Brian Geary, Treasurer  
Mr. Frank Taylor, Chancellor

Also present:

Mr. Jay Currie, Comptroller  
Ms. Michael Funston, Executive Assistant to the Bishop  
The Rev. Canon Patrick Funston, Canon to the Ordinary  
Mrs. Michele Moss, Director of Operations  
Mr. Chad Senuta, Director of Communications and Young Adult Ministries  
Deacon Fran Wheeler, Alleluia Grant Committee Chair

Bishop Bascom presented the August 16, 2023, meeting minutes. A motion to approve the minutes as corrected was made by Mr. Mike Morrow, seconded and approved unanimously.

### **Treasurer's Report**

Mr. Jay Currie, comptroller, reported on the August 2023 financial statements. He pointed out that the diocese is in good shape as far as collecting apportionment due to parishes paying full apportionment of the year in advance. He said that all congregations are on track to pay their full apportionment for the year. The full draw on the endowment for the year has been taken. One place of concern on the expense side is Bethany Place as the diocese has been hit hard with the higher utility bills and general maintenance. The year end will be above what was budgeted. One area where it looks like the diocese will be under budget is Congregational Development because St. Paul's, Kansas City has yet to put in place their new priest; when they do there will be more of an expense. Youth Ministry looks over budget but that is due to the cyclical nature of that department. There are some areas where general inflation has impacted the budget. Mr. Currie emphasized that the diocese still has a positive bottom line. The prediction is that the year will end close to target. Teresa Ryther asked about the Community Life budget line item which Bishop Bascom reminded her is the Diocesan Convention line item that will change significantly after convention in October.

Bishop Bascom called on Mr. Frank Taylor, Chancellor, to speak to the amendment to the bishop's shared equity agreement with the diocese. Mr. Taylor emphasized that this amendment does not change the agreement but rather formally documents this change in allocation of the bishop's salary. The bishop asked how often the Council will need to revisit this amendment. Mr. Taylor said annually will be enough. This provides the Council the amount that has been agreed upon by the bishop and the diocese.

Upon the recommendation of the chancellor, the Council considered an amendment to the shared equity agreement between the diocese and the Bishop and Tim Bascom. Mthr. Rice moved to amend the agreement by adding the following additional paragraphs to the Shared Equity Agreement as suggested by the chancellor. The motion was seconded and passed unanimously.

11a. Cathleen Chittenden Bascom may, in consultation with the Council of Trustees of the Diocese elect to forgo a portion of her annual compensation as Bishop of the Diocese. The amount of reduced compensation shall be applied to repurchase of equity in the Realty from the Diocese using the formula set out in Section 11 of this agreement. The adjustment to equity ownership shall reflected by updating and executing a certificate in the form of Exhibit A attached hereto.

15a. The original Shared Equity Agreement, this Amendment and any executed certificates constitute the entire agreement between the Diocese and the Purchasers concerning the described Realty, and together are binding on the heirs, successors and assigns of each of the parties.

**Episcopal Diocese of Kansas/Bascom**

**Exhibit A**

**CERTIFICATE OF EQUITY ADJUSTMENT**

This Certificate of Equity Adjustment is executed by the parties to the Shared Equity Agreement between The Episcopal Diocese of Kansas, Inc. and Cathleen Chittenden Bascom and Timothy Bascom effective January 1, \_\_\_\_:

- 1. The value of the Realty is \$\_\_\_\_\_.
- 2. The Purchasers have contributed \$\_\_\_\_\_ to be applied to purchase of a portion of the equity owned by the Diocese in the Realty.
- 3. After this contribution, the parties own the Realty in the following proportions:

The Diocese: \_\_\_%                  Purchasers: \_\_\_%

EPISCOPAL DIOCESE OF KANSAS, INC.

By \_\_\_\_\_  
\_\_\_\_\_, President,  
Council of Trustees

ATTEST:

\_\_\_\_\_  
L. Franklin Taylor, Secretary,  
Episcopal Diocese of Kansas

\_\_\_\_\_  
Cathleen Chittenden Bascom

\_\_\_\_\_  
Timothy Bascom

DATED: \_\_\_\_\_

## Finance Committee Report

Mr. Brian Geary, treasurer, reported on the work within the Finance Committee. Mr. Geary thanked Canon Patrick Funston and Mr. Currie for all their work on the 2024 Mission Plan and narrative. Mr. Geary also thanked Mr. Taylor, Chancellor, for his work on the amendment of the Shared Equity agreement. The Rev. Andrew O'Connor asked for clarification in relation to the reporting on the amendment.

Mr. Geary then invited Canon Patrick Funston, to present on behalf of St. Francis of Assisi, Overland Park regarding its request for apportionment forgiveness. Canon Funston reported that the September meeting of the Council of Trustees is when parishes are invited to be exonerated from their past due apportionment. This year St. Francis of Assisi, Overland Park, is the only parish asking for forgiveness.

Mr. Geary called for a motion. Mthr. Doreen Rice moved that the Council recommend lay representatives from St. Francis of Assisi be granted seat, voice, and vote at the 164<sup>th</sup> Diocesan Convention. The motion was seconded and approved.

Mr. Morrow moved that the Council recommend forgiveness of St. Francis's past due apportionment of \$4,080. The motion was seconded and approved.

Deacon Fran Wheeler joined the meeting to present the 2024 Alleluia Grant applications. She presented a report from the Alleluia Grant task force, outlining the seven applications recommended for approval. There is one application still pending approval by the review committee. She summarized the applications:

- St. Paul's, Clay Center, requests \$3,000 for Bridges of Hope Project, long-term support for those wanting to get out of poverty. Following discussion, Deacon Jim Cummins moved to accept the recommendation from the Alleluia Grant Committee. The motion was seconded and passed unanimously.
- St. Bartholomew's, Wichita, requests \$2,000 for "Sunday Undies" which provides undergarments for the community. Following discussion, Mr. Morrow moved to accept the recommendation from the Alleluia Grant Committee. The motion was seconded and passed unanimously.
- St. Thomas, Overland Park, requests \$869.91 for Caring for Kids Sensory Path which provides support for local schools with students with sensory disorders. Following discussion, Ms. Ryther moved to accept the recommendation from the Alleluia Grant Committee. The motion was seconded and passed unanimously.
- Church of the Ascension, Neodesha, requests \$1,200 for Move-in Welcome Baskets for the Elderly which provides care baskets with cleaning supplies and hygiene items. Following discussion, Mr. Smittle moved to accept the recommendation from the Alleluia Grant Committee. The motion was seconded and passed unanimously.

- St. Aidan's, Olathe, requests \$1,213.50 for Center of Grace Meals. Following discussion, Deacon Cummins moved to accept the recommendation from the Alleluia Grant Committee. The motion was seconded and passed unanimously.
- St. Matthew's, Newton, requests \$3,000 for Railway Clubhouse training. Following discussion, Mr. Morrow moved to accept the recommendation from the Alleluia Grant Committee. The motion was seconded and passed unanimously.
- St. David's, Topeka, requests \$3,000 for Supplemental Hygiene Pantry. Following discussion, Deacon Cummins moved to accept the recommendation from the Alleluia Grant Committee. The motion was seconded and passed with Mthr. Rice abstaining.

The Alleluia Grant Committee had one grant request where the committee was split on approval of the grant. St. Stephen's, Wichita, requests \$3,000 for the Keyless Locking System Upgrade which provides funding assistance for a key code entry for building use by the nearby schools and surrounding community. The committee asked St. Stephen's why two key codes instead of one. There was explanation which satisfied the committee. Bishop Bascom asked Deacon Wheeler to speak to how the guidelines have helped the committee in the past when requests center around building improvements. Deacon Wheeler said that a grant request from a previous year did give money for a key code like this. An electronic copy of the Alleluia Grant guidelines was shared on the screen for Council Members to review. Deacon Cummins moved to approve this request from St. Stephen's, Wichita. The motion was seconded and passed with Ms. Ryther and Mr. Morrow abstaining.

\$17,281.41 will be allocated among these 8 grants.

### **Standing Committee Business**

President Fitz Gibbon, presented a request for consent to an episcopal election:

- Mr. Morrow moved that the Council of Trustees, acting as the Standing Committee of the Diocese, consent to the election of the Rev. Canon John T.W. Harmon as Bishop Diocesan in the Diocese of Arkansas. It was seconded and carried unanimously.

President Fitz Gibbon introduced what the work of the Council will be after the lunch break.

Dean Rohleder led the council in Noonday Prayer remembering Cyprian of Carthage. The meeting adjourned for lunch and resumed at 12:34 p.m.

Canon Patrick Funston gave an update on convention planning. Bishop Bascom asked Council Members who attended the Northeast and Northwest Convocation meetings on September 9, 2023, to share their experience.

The Council then split into their working groups to go over presentations for convention. The Objective groups each presented a plan for their group's presentation and breakout session.

The bishop spoke to her written report and the report from Debbie Kremers, Missioner for Transitions. Other reports from Council of Trustees and staff were received in written form.

The meeting was adjourned at 2:16 p.m.

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The Rev. Helen Hoch  
Clerk

### **Addendum to the September 13, 2023 Council of Trustees Minutes**

On August 24, 2023, the Council of Trustees was informed of several minor irregularities in the 2024 Mission Plan adopted by the Council of Trustees on August 16, 2023. The irregularities were explained and a fix to the 2024 Mission Plan was recommended in supporting documents sent to the Council of Trustees. The adjustment to the 2024 Mission Plan required the approval of the Council by an e-mail vote before the Convention Book was published and sent out to delegates. Pursuant to the bylaws, the Council was given 48 hours to respond by email or other means.

The vote to approve the fix to the 2024 Mission Plan passed unanimously, among those who voted. The results were:

13 approved

0 not approved

The changes were published in the Convention Book for consideration by the 164<sup>th</sup> Convention.