

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

**October 19, 2024**

The Council of Trustees of the Episcopal Diocese of Kansas, Inc., met at the Airport DoubleTree Hotel in Wichita, Kansas, on October 19, 2024. Prior to the start of the meeting, the Rt. Rev. Cathleen Chittenden Bascom, Bishop and Chair, offered a welcome to the new members of council and each member introduced themselves. Bishop Bascom called the meeting to order at 11:56 a.m.

Members of the Council of Trustees present were:

- Bishop Cathleen Chittenden Bascom
- The Rev. Helen Hoch, Clerk
- The Ven. Jim Cummins
- The Rev. Carl Edwards
- Ms. Melanie Laster
- The Very Rev. Laurie Lewis
- The Rev. Margaret McGhee
- Mr. Mike Morrow
- Mr. Ron Olson
- The Rev. Doreen Rice Daab
- Ms. Teresa Ryther
- Mr. John Smittle
- The Rev. Daryl Stanford

Members of the Council of Trustees absent were:

- Dr. Elizabeth Fitz Gibbon, President
- Mr. Mason Weber

Also present as advisor to the Council of Trustees:

- Mr. Hurst Coffman, Vice-Chancellor

Also present:

- Mr. Jay Currie, Assistant Treasurer and Comptroller
- Ms. Michael Funston, Executive Assistant to the Bishop
- The Rev. Canon Patrick Funston, Canon to the Ordinary

Bishop Bascom presented the September 18, 2024, meeting minutes. The minutes were accepted as presented.

Bishop Bascom called for the election of officers of the Council of Trustees to serve until the 166<sup>th</sup> Diocesan Convention. Officers were elected/appointed as follows:

- President – Mr. Mike Morrow nominated Dr. Fitz Gibbon for President of the Council of Trustees. Dr. Fitz Gibbon accepted the nomination before the meeting. There being no other nominations, Bishop Bascom ruled that Dr. Fitz Gibbon was elected by acclamation.
- Clerk – Dean Laurie Lewis nominated Mthr. Hoch as clerk of the Council of Trustees. There were no other nominations and Bishop Bascom ruled that Mthr. Hoch was elected by acclamation.
- Assistant Clerk – Mr. Mike Morrow nominated Ms. Ryther as Assistant Clerk of the Council of Trustees. There were no other nominations and Bishop Bascom ruled that Ms. Ryther was elected by acclamation.
- Assistant Treasurer – Mr. Mike Morrow nominated Mr. Currie as Assistant Treasurer of the Council of Trustees. There were no other nominations and Bishop Bascom ruled that Mr. Currie was elected by acclamation.

### **Treasurer's Report**

Mr. Jay Currie gave the treasurer's report. It was a quarterly report with more extensive financials.

Balance Sheet: Mr. Currie noted that questions from the floor of convention related to the balances of the investments. He directed the Council's attention to page one of the Balance Sheet; effective 9/30/24, Total Investments were at \$7,638,900.40. The Bishop asked Mr. Currie to describe the distinction between the Balance Sheet columns:

Unrestricted: These are funds where the money is available for any type of use. Some funds are exclusively unrestricted.

Temporarily Restricted: The usable portion of restricted funds paired with permanently restricted funds. The restrictions on each fund are unique and may be at the Bishop's or Council's discretion.

Permanently Restricted: These are the portions of funds that are not able to be used, protected corpus.

Mr. Currie presented the various funds and how the 7.6% draw was distributed. Many of these funds have specific guidelines for usage.

Mr. Coffman wondered about a "Hoover Fund," which Mr. Currie noted is named "Junction City Fund."

Directing the Council's attention to the Income Statement, Mr. Currie showed the \$996,656.40 year-to-date total income. Since this statement is accrual-based, this is the actual number.

Mr. Currie described a problem with missing apportionment from St. Paul's, Kansas City, Kansas. Archdeacon Cummins said there's some kind of issue with Quickbooks that they are working on. Also noted was St. Thomas the Apostle's apportionment. The issue is one of cash flow. Apportionment income is behind by about \$55,000.

Included in the quarterly report is the cash-basis Income Statement. Due to the accounting principle of cash basis, the Year-to-Date amount looks like all funds have been received, but that is not the case.

Of special note:

Page 5 General Convention Assessment: Last year there were several payments of Diocesan Apportionment to General Convention and to the Church Pension Fund that went missing and had to be voided. So, this statement reflects the need to take care of those missing payments.

Page 6-9 show income to Unrestricted Accounts and Temporarily Restricted Accounts. Most of the "Income" is accounting math due to the performance of the investments, not actual Income.

Pages 9-11 depict expenses to the same accounts. These are mostly management fees incurred from the investment fund activity.

The financial reports were accepted and will be included with other audit information.

The Bishop then directed the Council's attention to the upcoming November 13-14 meeting and retreat. Location and accommodations are yet to be determined due to the Upton Hall black mold mitigation. The Council will be advised as to date and location.

The Bishop directed the Council's attention to a copy of the draft minutes of the October 13, 2024, Special Parish Meeting of the Church of the Covenant, Junction City. The Bishop, Vice-Chancellors and Canon to the Ordinary attended this meeting and the reconciliation service following. The Bishop described the nature of pastoral unease and conflict that led to the meeting. Bishop Bascom will be trying to form a task force between now and the parish's annual meeting. The hope is to have input from all viewpoints.

The Bishop directed the Council's attention to a document called "Next Steps for Healing of Division and Building Parish Unity at Church of the Covenant."

1. Ask the current vestry to all serve one more year.
2. Bylaw change to allow vestry members to serve a second 3-year term.  
(There was some discussion about the nature of the diocesan canon's provision on vestry terms.) The bishop and others will confirm the nature of the canonical provisions here.
3. Bishop Bascom will be meeting soon with Dean Lipscomb to populate a task force to develop next steps at the parish-level. The Bishop asked the Council to let her know if members are available to join the work of the task force.
4. The Bishop would like to explore the possibility of redesignating the name and purpose of the diocese's "Junction City Fund" putting some parameters around its use by the parish vestry.

The Bishop ended discussion noting that the decision on the fund is hers alone and that she will likely use her discretion to move forward quickly on some form of fund change.

Bishop Bascom closed the meeting with a prayer and the meeting was adjourned at 1:26 p.m.

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The Rev. Helen Hoch  
Clerk

**Addendum to the October 19, 2024, Council of Trustees Minutes**

During the September meeting, the Council approved five applications for 2025 Alleluia Grants. There were two applications still pending approval by the review committee (\$2,189 for St. Francis Ministries in Wichita and \$1,500 for Church of the Covenant in Junction City). The Grant Review Committee's recommendations were sent by an e-vote to the Council of Trustees. The additional grants required the approval of the Council by an e-mail vote before convention. Pursuant to the bylaws, the Council was given 48 hours to respond by email or other means.

The vote to approve the additional grants passed unanimously, among those who voted. The results were:

13 approved

0 not approved

The grants were added to the list of 2024 Alleluia Grant recipients.