

**EXECUTIVE COUNCIL**  
**Diocesan House, Kinston**  
**April 5, 2019**

Those members present were: The Rt. Rev'd Robert Skirving, Ms. Vera Guarino, The Rev'd Ralph Clark, The Rev'd Albert Eaton, Ms. Shirley Guion, Ms. Judy Whichard, The Rev'd Deacon Katherine Mitchell, The Rev'd Sarah Smith, Mr. Jim Hayes, Mr. Grafton Beamon, The Rev'd Eric Moulton, The Rev'd Jeff Thornberg, The Rev'd TJ Tetzlaff, Mr. Cleve Callison, Mrs. Annie Jacobs and The Rev'd Robert Alves. Also present: Mrs. Joan Geisler-Ludlum, Ms. Tess Judge, Ms. Hannah Jarman, Mrs. LaTonya Smith, The Rev'd Canon Matthew Stockard and The Rev'd Canon Sonny Browne.

Bishop Skirving welcomed Council members and verified a quorum was present.

Council reviewed the draft minutes of the March 1, 2019 meeting. Mr. Clark made a motion to accept the minutes as written. Ms. Whichard seconded and the motion was carried.

Bishop Skirving spoke briefly on the second resolution that was created at the Executive Council Retreat. There are some revisions that need to be made. Mrs. Geisler-Ludlum will work with Council members to make revisions.

Mrs. Smith gave a staff report. She shared with Council that as a 90-day trial they would like to move Mrs. Millhouse to be the person handling accounts receivable (AR) and accounts payable (AP). Mrs. Smith and Ms. Nagy would be training her. Ms. Nagy would move to the Reception/Hospitality area with her consent.

Bishop Skirving also shared with Council a few items regarding staffing.

- The Rev'd Michael Singer is the Interim Transition Ministry Officer. He is still the Interim Rector at St. Paul's Church in Greenville. Mr. Singer is currently working two days a week at Diocesan House until he finishes his interim work at St. Paul's Church the end of August.
- Mrs. Shurley Ray Weddle was elected as the Secretary of Convention for 137<sup>th</sup> Diocesan Convention.
- Mrs. Smith will be taking over Letter of Agreements for priests that in the past were managed/created by Canon Stockard in the office.
- He shared that there are some details that we still need to work out as far as the new person's role goes after Mr. Singer will have finished his interim position at Diocesan House.
- We hope to have an open full-time call go out to be advertised in a couple of months.

Mrs. Smith shared with Council that convention was over budget in a couple of areas such as, audiovisual, music, guest speaker and catering.

Bishop Skirving plans to bring a nomination for a Vice-Chair at the next meeting, as council did not have any nominations.

Canon Browne mentioned to Council that they currently need three more Council members on the Disaster Relief & Preparedness Commission. Deacon Mitchell and Mr. Hayes asked to be on the committee. The committee currently still needs one more clergy and lay member to be added.

Ms. Judge went over the financial reports with Council. Ms. Judge stated that she would be meeting with Finance committee to review the 2019 Budget approved at convention. Upon Finance committee's review Ms. Judge will bring any amendment recommendations back to Executive Council for approval.

Bishop Skirving mentioned the Trinity Center audits that need to be approved at Council. Ms. Whichard made a motion to accept the audits. Mr. Callison seconded and the motion was carried. All of Council was in support.

Canon Browne spoke on La Sagrada Familia's ministry. The Rev'd Fred Clarkson has been very engaged in this ministry. The Rev'd Tony Rojas has just informed Bishop Skirving that he is retiring soon. The diocese has supported Father Tony with this ministry and supplements the cost of employment for his work. Bishop Skirving shared that we are looking at two options for La Sagrada Familia's future. One option being that we arrange for Mr. Clarkson to step in and take this role on as Father Tony did or we immediately launch a search for a Priest in Charge as a two year agreement or less. There is no decision that needs to be made right now but would like the Council's input.

Ms. Judge shared with Council that a decision needs to be made with moving forward with Mrs. Millhouse's new position. Council shared that it is not Council's decision on this matter. Finance Committee will need to meet first and then report back to Council for a new budget to be approved for Mrs. Millhouse's new position.

Bishop Skirving reminded Council of the second resolution that needs to be approved by Council. Deacon Mitchell made a motion to accept the revised resolution. Ms. Whichard seconded and motion was carried. Council was in support of the revised resolution listed below.

**Resolution 2019-02**  
**Allocation of Grant from the Diocese of North Carolina**

Be it Resolved, that Executive Council gratefully accept the generous gift from the Diocese of North Carolina of \$80,000, for Hurricane Florence and Michael relief, with priority given to the needs of historically African-American congregations; and be it further

Resolved, that the Diocesan Administrator distribute these funds as follows:

- (1) To St. Cyprian's, New Bern, up to the amount of their deductible not covered by other sources; and
- (2) To St. Mark's, Wilmington, up to ~~the amount of~~ \$15,000 of the cost of their repairs paid out of parish funds not covered by other sources; and
- (3) The balance to the Disaster Relief and Preparedness Commission for disaster relief.

The Diocesan Administrator will report back to Executive Council.

Adopted by unanimous approval this 1<sup>st</sup> day of March 2019.

Revised and adopted by unanimous approval this 5<sup>th</sup> day of April 2019.

Explanation: Resolution 2019-02 as adopted on March 1, 2019 was based on information supplied to Executive Council about the cost of Hurricane Florence repairs incurred by St. Mark's, Wilmington, \$15,000, paid out of parish funds because the cost is less than their insurance deductible. Subsequent information revised the total cost of those repairs to an amount that exceeds the total amount of the grant from the Diocese of North Carolina. When presented with the additional information at their subsequent meeting of April 5, 2019, Executive Council agreed to clarify their intent by revising the resolution as Resolution 2019-02R. St. Mark's is able to submit a request for additional funds through other available disaster relief funds.

Bishop Skirving brought to Council's attention to make a motion to move the members for Disaster Relief & Preparedness Commission. Council elected Mr. Hayes, Ms. Whichard and Deacon Mitchell. Mr. Thornberg made a motion to accept. Deacon Mitchell seconded and the motion was carried. Council still needs one more Council member to be elected.

Bishop Skirving shared with Council that he has decided to attend the Lambeth Conference in 2020 and will be going alone.

Bishop Skirving reminded Council that Canon Stockard's retirement luncheon would be on Friday, May 31<sup>st</sup> from 12:00 – 2:00 PM at St. Timothy's Church in Greenville. Bishop Skirving and all of Council gave there thanks to Canon Stockard for his good work over the years.

Mr. Eaton gave a closing prayer, and Deacon Mitchell dismissed everyone.

The next Executive Council meeting will be on Friday, June 7<sup>th</sup> at Emmanuel Church in Farmville.

There being no further business, the meeting adjourned.

Respectfully submitted,  
Hannah Jarman