

Diocesan Council Minutes

March 22, 2023

6:00 pm via Zoom

Present: The Rt. Rev. Nicholas Knisely, Rev. Dcn. Dorothy Brightman, The Rev. Ed Beaudreau, The Rev. Jack Lynch, Bob Fye, The Rev. Christa Moore-Levesque, The Rev. Beth Sherman, Vicki Escalera, Margaret Clifton, Phyllis Spaziano, Jim Segovis, Cheryl Abney, The Rev. Tanya Watt

Staff attending: The Rev. Canon Dena Cleaver-Bartholomew, Ed Biddle, Kristin Knudson-Groh

Absent: Olive Swinski, The Rev. Peter Tierney, Alison Huff

Opening Devotion – Bob Fye

Approval of Agenda - Consent agenda dismissed to address questions from Vicki

- Approval of Minutes from February 2023 meeting. **Approved with minor grammatical correction.**
- General Convention Resolutions
 - Black History Month – resolution concerning teaching of black history. CFR will discuss.
 - Jubilee Ministry – funding is available.

Staff Reports

- Canon to the Ordinary – written report submitted.
 - Safe church training – next in-person session expected to be in Fall. There may be some pressure to do the training earlier.
- Chief Financial Officer – written report submitted.
 - Available to discuss bank concerns. Feels confident that the local banks are taking appropriate steps in the current financial climate.

Finance Committee Report

- Treasurer - written report submitted. Minor correction to report – total assets dropped 2% from Dec – Feb. Vicki thanked everyone involved in the CDC Learn and Lead; very successful event.
- Christa moved and Bob seconded to authorize the CFO, in consultation with the treasurer, to invest excess cash in bank overnight sweep, CDs, or treasuries. **Motion passed.**

Action items

- Revisit guidelines for CDC – clarification regarding St Peter and Andrew funding request. CDC agrees that the project is valuable but has concerns about precedent: this is a building project rather than a program; they have recently given significant amounts to the parish for other things. How do other dioceses approach this issue? Canon Dena and Ed will reach out to their contacts. Vicki recommended a deadline for grants so that all projects may be considered together.
- RI Foundation and other leadership training opportunities.
- Water Project Proposal from West Buganda. Report attached. Part of our global mission work.

Bishop's Time – ECC leadership changes. Canon Meaghan Brower is stepping down as Executive Director, effective in April. For this summer Sara Clarke will be COO, Marisa Rainey will be Camp and Program Director. It is unlikely that ECC will be run by a full-time clergy person in the near future; the ECC Board is concerned about how to address the need for Chaplains and clergy presence.

Motion to adjourn: Moved by Bob, seconded by Jim. Approved

Next Meeting: Wednesday, April 26, 2023

Attachments:

February Minutes

Resolution MBMW 001

Resolution MW 004

Canon's Report

CFO Report

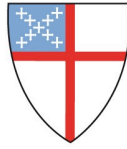
Treasurer's Report

Financial Report

RI Foundation Spring Non-profit opportunities

Water Project Proposal from West Buganda

Council on Finance items



THE EPISCOPAL CHURCH

THE DOMESTIC AND FOREIGN MISSIONARY SOCIETY
OF THE PROTESTANT EPISCOPAL CHURCH IN THE UNITED STATES OF AMERICA
FOUNDED 1821 ■ INCORPORATED 1846

Adopted on: Feb 12, 2023

MBMW 001 Black History Month

The following is a true copy of a Resolution adopted by the Executive Council at its meeting in San Francisco from February 9 – 12, 2023, at which a quorum was present and voting.

Resolved, that the Executive Council of the Episcopal Church, meeting during Black History Month, February 9th-12th, 2023 in San Francisco, California, celebrate the importance of the teaching of Black history for all members of society *at every level of education*; and be it further,

Resolved, that the Executive Council, strengthened by the many resolutions of the General Convention opposing racism in all forms, expresses profound concern with attempts by school boards, local, state, and federal officials in the United States to eliminate, limit, or hinder the teaching of Black history or African American history in any form; and be it further,

Resolved, that the Executive Council urges all Episcopalians, dioceses, parishes and institutions to encourage their elected officials to promote the teaching of Black history and oppose the elimination of, limits on, or hindrances placed upon Black history education; and be it further,

Resolved, that a copy of this resolution be sent to every diocese of the Episcopal Church with encouragement to share with Episcopalians across the church.

The Rev. Canon Michael Barlowe
Secretary of Executive Council and
The Domestic and Foreign Missionary Society
of the Protestant Episcopal Church in the United States of America



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MW 004 Reaffirm the work of the Jubilee Ministry Program across the Whole Church

The following is a true copy of a Resolution adopted by the Executive Council at its meeting in San Francisco from February 9 – 12, 2023, at which a quorum was present and voting.

Resolved, That the Executive Council, meeting in San Francisco, February 9-12, 2023, reaffirm the Jubilee Ministry Program established by the 67th General Convention as a ministry of joint discipleship in Christ with poor and oppressed people, whenever they are found, to meet basic human needs and to build a just society as an incarnational expression of the core mission of the church; and be it further

Resolved, That as part of the Jubilee Ministry Program, the Episcopal Church distributes grants to designated Jubilee Centers as a concrete expression of the priority commitment made by this Church in the foregoing resolution; and be it further

Resolved, That any diocese or congregation in the worldwide Episcopal Church can seek to be designated as a Jubilee center and thus be eligible to receive funds through the Jubilee Ministry Program to address domestic poverty issues in the country of the applying centers origin.

The Rev. Canon Michael Barlowe

Secretary of Executive Council and

The Domestic and Foreign Missionary Society

of the Protestant Episcopal Church in the United States of America

Canon's Report to Council March 2023

1. Transitions- The Transition Ministry Conference (TMC), a network of 30 dioceses in The Episcopal Church, met March 12-16 in the Diocese of East Carolina. Of the 25 dioceses represented, 31 clergy were presented, 60 congregations were presented, and a total of 296 clergy are needed to fill a combination of 128 full time positions and 168 part time positions.
 - ECC- The Rev. Meaghan Brower announced her resignation as Executive Director and new position as Associate Rector at St. Mary's in Portsmouth. Sara Clarke will be the Chief Operating Officer and Marisa Rainey will be the Director of Camp and Program.
 - St. Mark's, Warwick – The Rev. Susan Wrathall has announced her retirement. Her last Sunday at St. Mark's will be June 4, 2023. I have met with her, the Wardens, and the Vestry.
 - St. John the Divine, Saunderstown –Is seeking a half time Priest in Charge (PIC). I served as their supply priest on February 12.
 - St. James, North Providence –Is in conversation with a priest for part time PIC. The position is ¼ time.
 - I am working with several priests who are discerning or retiring, so more changes can be expected.

Reminder: Clergy Shortage- Highlighted by the Bishop as **the** Adaptive Challenge changing our current church paradigm.

2. Diocesan Council Workdays – **May 13 and June 17, 2023** Two half days focused on anti-racism training. I look forward to working with the Antiracism Subcommittee of Council to create the outline for these days.

2022 Diocesan Council Workday Teams- The Adaptive Challenges and working teams are:

Clergy Shortage- Bishop Nicholas, Rev. Jack Lynch, Rev. Christa Moore- Levesque.

Essential Ministry- Bishop Nicholas, Rev. Beth Sherman, Ms. Olive Swinski, Rev. Tanya Watt.

Address: Canonical and non-canonical requirements/expectations (We've always done it that way); clergy burnout; lack of volunteers/lay ministry

Resources/Business Model in Transition- Bishop Nicholas, Deacon Ricky, Rev. Christa Levesque-Moore, Ms. Vicki Escalera, Mr. Ed Biddle, Mr. Jim Segovis, Mr. Bob Fye

Address: Money, facilities, property, staff

3. Congregational Development Commission- The CDC hosted an in person Learn and Lead on Saturday, March 18 at St. John's, Barrington. The keynote speaker was Emily Keniston, who is the Director of Faith and Formation in the Diocese of Maine, focusing on the idea of formation beyond the pandemic, following up on the Bishop's Convention address encouraging youth and young adult ministries.

The CDC has raised questions about clarifying the guidelines for providing grants, as has the Commission on Finance, and will have members work with the Rev. Peter Tierney and others in a Council appointed task force to address this concern. The need to address these questions has been made clear by the grant application from St. Peter's and St. Andrew's, a mission church that cannot hold a capital campaign to fund a needed improvement project.

I will be attending the College for Congregational Development Trainer Gathering near Chicago April 17-21. I have been invited to serve again as a Trainer for the College for Congregational Development, Rochester in August 2023 and look forward to working with clergy and lay leaders to develop vital, healthy congregations.

CDC grants are available with an easy fillable application form found on the website <https://episcopalri.wufoo.com/forms/z13vscqg1fbjbvd/> and shepherds are willing to assist churches who have questions.

4. Commission on Ministry- The COM met on February 18 as the first of a series of quarterly in person meetings to allow for interviews when needed. The next scheduled meeting is May 20.

Andrea Hutnak is a Candidate for ordination to the diaconate and completed the Province One Deacons School. The COM created a committee to evaluate the deacon portfolios in order to assess whether a candidate meets the canonical criteria for ordination. Archdeacon Grace Swinski, Ms. Rose Murrin, and I served on the committee and affirmed Andrea's preparation for ordination.

Virginia Buckles is a Postulant for ordination to the priesthood and passed all seven areas of the General Ordination Exams (GOEs). She will meet with the COM in May to interview for Candidacy. John Candon completed his studies for a Certificate in Anglican Studies at Bexley Seabury Seminary and will graduate in May. He will also meet with the COM to interview for Candidacy.

Drake Douglas, a Postulant, continues his studies at YDS and in an internship at St. Peter's by the Sea, Narragansett. Tom Hobin of St. Paul's, Wickford was made a Postulant for ordination to the diaconate. Matthew Ponder is an Aspirant who also passed the GOEs. We have several additional Aspirants.

The Bishop hosted a clergy town hall meeting February 2 to gather input on creating an effective process for licensed lay ministries that meets canonical requirements. A team is considering an equivalent in person training for Worship Leaders as an alternative to the Bexley Seabury online course. We are also exploring the possibility of creating a process for licensed Pastoral Leaders.

5. Center for Reconciliation- Ms. Karen Knisely is the Chair of the Advisory Board. Members include Phyllis Spaziano, Ivy Swinski, and James DeWolf Perry.

The 501c3 status of the CFR as an independent non-profit has been dissolved.

ChurchNext TV and Forward Movement are offering a free course titled *Becoming Beloved Community: Understanding Racism* that can be taken by individuals or used as a video plus discussion question format to lead small group conversations and large group discussions in congregations. Diocesan Council plans to take this course together as its Workdays to set the precedent for lay and clergy leaders in the Diocese participating in anti-racism training as required by General Convention 2000 and reaffirmed in 2012. <https://www.churchnext.tv/library/becoming-beloved-community-understanding-systemic-racism-174526/385889/about/>

6. Finance, Compensation and Benefits- I serve as staff to provide information and engage in conversation regarding transitions, CDC, mission and ministry, and work directly with Compensation and Benefits.

7. Legal concerns- I serve as staff liaison for the Diocesan Committee on Canons, which met March 7 and meets again in May. I also work with human resource consultants and the Vice Chancellor for Human Resources to address HR concerns as needed.

8. Diocesan Staff- As Chief of Staff, I am working with staff members to create an accurate position description for everyone on the Bishop's staff and have begun performance evaluations. We are working as an Executive Staff to create the most effective staffing for addressing diocesan needs and anticipate staff changes.

9. Pastoral Care- The Bishop, Deacon Mary Ann Mello, and I respond to pastoral care needs and requests.

10. Title IV- Case Manager for Title IV concerns, working with the Reference Panel and Province One colleagues. If you have questions about the process, please refer to the Episcopal Church Title IV website <https://www.titleiv.org/> or ask me.

11. Safe Church- The Rev. Craig Swan and The Rev. Mary Ann Mello offer Safe Church training for lay leaders in the Diocese. Both recently took the 'train the trainer' training for the new Episcopal Church Safe Church curriculum. Mary Ann is now reviewing the PowerPoint from the new curriculum to create a trainer script so that they can offer training sessions in the Diocese. They would be delighted to have additional trainers in this ministry. Regional training workshops will be offered based on the new curriculum, likely beginning in the fall.

12. Clergy and congregational concerns- Responding to the concerns expressed by individual clergy and congregations. Meeting with clergy, wardens, and vestries. Offering workshops, webinars, and resources in response to the expressed needs of clergy and congregations.

13. Province One- The Province One Safe Church community will be meeting in person in September for networking, learning, case studies, and mutual support. The Province One Canons gather in person twice a year. Our next meeting is June 11-14. The Province One Transition Members have formed a group and are meeting as needed.

14. Events- The Renewal of Vows service will be held on April 4, the Tuesday of Holy Week, at St. Barnabas Church, Warwick. The Bishop will be hosting a clambake May 19 as an expression of thanks for clergy and their spouses. He is also offering a clergy family fun event March 24 and Dave and Buster's in Providence.

15. Personal- I was recently in the hospital for five days with a staph infection and want to thank the Bishop and staff for their prayers, care, and understanding as I work from home to recuperate.

The Rev. The Canon Dr. Dena Cleaver-Bartholomew+

Finance and Property Update (CFO Report)

March 2023

1. 2022 Unaudited Year End Results

Variance analysis indicates that most major budget categories were adequately budgeted and that budget managers were disciplined in spending. Only Hallworth House reflected significant unbudgeted activity. CFO will be focusing further on line-of-business type reporting for Hallworth House, Episcopal Charities, and ECC, since these are the areas that have out-sized impacts on consolidated results.

2. Thrivent Line of Credit

Maintenance of a certificate of deposit at Thrivent for \$150,000 allows us to avoid a fee for lack of utilization (in lieu of interest) of \$5,000 annually. This was approved by the CoF at the February meeting. A 7 month CD at a promotional rate of 4.75% was purchased (rate up from 3% initially quoted). \$150,000 at an annualized rate of 4.75% yields \$7,125, plus avoiding a \$5,000 Non-Usage Fee, would have a net effect of \$12,125 annualized, equivalent to an approximately 8.1% tax-free yield. Since this is a promotional rate, future roll-over rates are likely to be lower.

3. Treasurer Training

Second Treasurers Roundtable held via Zoom February 27. Learn and Lead Session scheduled for March 18 will include Finance track content. CFO to work with Treasurer to develop more training since this is a “pinch point” for many congregations.

4. Endowment Attorney Review

We have received final questions from the AG’s office on our draft petition for Widows, Orphans and Clergy (WOC). Elizabeth Manchester is responding to those, and then we are expecting to file.

5. Budget Format Under Review for 2024

Our current budget structure, though detailed and familiar, can make it difficult to communicate Diocesan mission and ministry priorities. There are many alternate ways of implementing budget planning, structure and communication. One distinguishing characteristic in our budget presentation is fully integrating (consolidating) distinct ministries (what is called in the corporate world – “lines of business”). Further analysis of these is necessary to be able to fully evaluate financial data.

The Bishop, Diocesan staff, the Commission on Finance, and ultimately Diocesan Council will be consulted as we consider a narrative budget to share with Convention in 2023.

6. Diocesan Property Working Group

Participants in the Diocesan Property working group (originally Diocesan Block Working Group) have agreed to continue to act as sounding board for property issues and are considering adding new members.

Portfolio of property requires differentiated strategy. Efforts will be on identifying highest ministry-aligned use, cost recovery, and generating and allocating limited capital.

Sites requiring attention are listed below:

Amos Allen House (62 Benefit Street)

Property sustained significant interior damage due to heating pipe (baseboard water) freeze. Insurance of at least \$128,000 has been pledged to provide coverage of costs for reconstruction. Project in planning and development phase, 1974 Zoning Agreement indicates return to R1 (single family residential) use.

Church of the Beloved and Rectory, 158 Broad Street, Pascoag

This property was the subject of legal action recently dismissed by the RI Supreme Court. The cloud on the title has been cleared, and a lease or sale is now possible. Ed and Lance Roberts visited in February. A local resident has indicated interest in renting the Rectory (“the Vicarage”). Priority in renting will likely be given to a tenant who has some maintenance credentials since the property has been vacant for some time.

ECC

For Solar Energy Project, RIDEM variance application requires 60 day notice which will run until April 10th. Still looking for end users to meet size of credit production pool. St. George's School RFP (Request for Proposal) resulted in an award to another project. St Andrews School also remains a great potential addition.

Edwards Homes (74, 78, 80, 84, and 88 Benefit Street)

Land use alterations under consideration such as curb cut on Church Avenue and off-street parking behind Benefit Street houses.

Hallworth House (66 Benefit Street)

Westbay Community Action and the State of RI Dept of Health operating Medical Respite pilot program with areas reserved for Quarantine and Isolation (Q&I). Six month agreement expires 6/30/23. We will be carefully monitoring expenses to insure that adequate recoveries can be achieved.

St Georges (San Jorge) Central Falls

CFO to schedule facilities evaluation including heating plant.

St John's Cathedral Church Providence

Synod Hall requires HVAC upgrade to allow heating season usage.

St Mary's Episcopal Church and Rectory, 81 Warren Avenue, East Providence

Parking area on opposite side of Warren Avenue (currently a vacant lot, but originally a site of a neighborhood theater) has been approved with funding from the State. Interest in this site is now higher, and East Providence Mayor Bob DaSilva has reached out to us to express his interest in projects that would add to the Portuguese speaking community.

Diocesan Treasurer's Report for March 2023 Finance & Diocesan Council Meetings

February 2023 financial snapshot & analysis

Total assets of \$51,851,335 at February 28th have dropped slightly (2%) from \$52,913,366 at year-end 2022. The YTD operating deficit of \$75,436 (less than 2% variance from annual budget) and overall deficit of \$11,172 after the first two months of the year reflect expenses running above related revenues for ECC, Edwards Homes, and Hallworth House, several categories where expenses are running above YTD budget, and no quarterly DIT dividends' receipt until March. It's early in the year to identify any trends or make projections yet.

	<u>2/28/23 YTD</u>	<u>1/31/23 YTD</u>
Operating revenues	\$492,040	\$249,281
Operating expenses	567,476	306,948
Operating surplus/(deficit)	(75,436)	(57,667)
Non-operating revenues	92,878	79,179
Non-operating expenses	28,614	18,571
Non-operating surplus	64,264	60,608
Combined surplus/(deficit)	(11,172)	2,941
Total assets	51,851,335	51,866,616

To-do list (☑ = finished; *italics* = progress since last report)

- *Draft the responses to last year's management letter comments (with Ed Biddle)*
- Contact churches that are delinquent with their 2021 audit reports
- *Help one church resolve its 2021 and 2022 bookkeeping problems*
- *Revise audit instructions cover letter*
- *Plan, schedule, and conduct series of Treasurer's Workshops for 2023*
 - ☑ Second Zoom roundtable held 2/27/23, dates for monthly meetings set.
- *Convene Diocesan Council Subgroup to develop a new business model & methods*
 - ☑ Second meeting held on 3/2/23; next meeting set for 3/30/23
- **New:** Conduct survey to identify treasurers, accounting systems, payroll services, and bookkeepers used by each church in the Diocese as step toward sharing resources
- **New:** **Discuss with COF one treasurer's request that the Diocese not require actual and/or multiple signatures on parochial report, Trust/Endowment/Investment worksheet, and Audit Arrangements worksheet**
- *Issue calendar/check list of church treasurers' responsibilities*
- Issue model chart of accounts
- *Finalize petition to the State court regarding expanded uses of the WOC funds*
- Prepare Finance session for March 18th Learn and Lead session at St. John's Church
- Compile 2022 Stmt. of Functional Expenses for Diocesan financial statement (mid-2023)
- Revise Fiduciary Responsibility Checklist (provided to churches circa 2016)
- Refine Diocesan Gift Acceptance Policy
- Develop a Classified Net Assets Worksheet

Respectfully submitted,

Vicki Escalera

March 6, 2023

Accounts

<hr/> Assets <hr/>		
Current Assets		
Cash	1,341,683	
Receivables	31,957	
Revolving Loans	456,488	
Total Current Assets		1,830,128
Fixed Assets		
Land & Building	13,519,031	
Less Accumulated Depreciation	(4,092,403)	
Equipment	263,643	
Less Accumulated Depreciation	(209,227)	
Total Fixed Assets		9,481,045
Other Assets		
Investments (DIT)	40,540,163	
Total Other Assets		40,540,163
Total Assets		<u>51,851,335</u>
<hr/> Liabilities, Fund Principal, & Restricted Funds <hr/>		
Liabilities		
Reserves		443,247
Reserves Edwards Homes		4,174
Total Liabilities		<u>447,421</u>
Fund Principal		
Fund Balance	1,616,507	
Investment Fund Balance	41,079,381	
Property & Equip Fund Balance	8,708,026	
Total Fund Principal		51,403,914
Total Liabilities, Fund Principal, & Restricted Funds		<u>51,851,335</u>

The Diocese of Rhode Island
Revenues & Expenses One Page
February 2023

Accounts	MTD Actual	YTD Actual	YTD Budget	Annual Budget 2023
Revenues				
1. CONGREGATIONAL DEVELOPMENT	\$2,485.00	\$3,584.64	\$7,113.34	\$344,760.00
2. YOUTH & FAMILY MINISTRY	\$18,926.70	\$87,558.68	\$105,453.36	\$626,256.00
3. OUTREACH & ADVOCACY	\$6,800.00	\$32,514.00	\$25,306.00	\$500,692.00
4. OFFICE OF THE BISHOP	\$115.61	\$231.22	\$386.32	\$92,333.00
6. GOVERNANCE	\$143,238.10	\$285,709.70	\$283,012.84	\$1,960,716.00
7. OTHER	\$71,193.49	\$82,442.20	\$23,251.93	\$263,222.00
Total Revenues	<u>\$242,758.90</u>	<u>\$492,040.44</u>	<u>\$444,523.79</u>	<u>\$3,787,979.00</u>
Expenses				
1. CONGREGATIONAL DEVELOPMENT	\$23,464.32	\$53,598.94	\$41,501.86	\$489,074.00
2. YOUTH & FAMILY MINISTRY	\$46,668.19	\$100,100.54	\$130,300.54	\$891,548.00
3. OUTREACH & ADVOCACY	\$18,661.62	\$26,616.61	\$37,340.14	\$512,980.00
4. OFFICE OF THE BISHOP	\$45,021.25	\$91,112.56	\$86,305.43	\$467,695.00
5. ADMINISTRATION & FINANCE	\$59,286.54	\$140,755.62	\$118,666.39	\$840,258.00
6. GOVERNANCE	\$25,512.58	\$51,025.20	\$51,025.16	\$311,451.00
7. OTHER	\$41,913.15	\$104,266.67	\$84,715.54	\$560,333.00
Total Expenses	<u>\$260,527.65</u>	<u>\$567,476.14</u>	<u>\$549,855.06</u>	<u>\$4,073,339.00</u>
Net Total	(\$17,768.75)	(\$75,435.70)	(\$105,331.27)	(\$285,360.00)
Non-Operating Revenue				
CONGREGATIONAL DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$14,428.00
YOUTH & FAMILY MINISTRY	\$2,979.16	\$81,508.32	\$0.00	\$22,224.00
OFFICE OF THE BISHOP	\$10,720.00	\$10,720.00	\$0.00	\$148.00
BISHOP'S RESTRICTED FUNDS	\$0.00	\$650.00	\$786.80	\$194,617.00
DIOCESAN OPERATIONS	\$0.00	\$0.00	\$0.00	\$21,325.00
CUSTODIAL FUNDS	\$0.00	\$0.00	\$0.00	\$269,751.00
RESTRICTED USE FUNDS	\$0.00	\$0.00	\$0.00	\$142,804.00
MISSION PROPERTIES	\$0.00	\$0.00	\$0.00	\$2,669.00
Total Non-Operating Revenue	<u>\$13,699.16</u>	<u>\$92,878.32</u>	<u>\$786.80</u>	<u>\$667,966.00</u>
Non-Operating Expenses				
CONGREGATIONAL DEVELOPMENT	\$0.00	\$0.00	\$3,784.54	\$12,356.00
BISHOP'S RESTRICTED FUNDS	\$9,020.51	\$26,634.38	\$18,143.34	\$194,617.00
CUSTODIAL FUNDS	\$108.38	\$450.86	\$1,480.00	\$25,525.00
RESTRICTED USE FUNDS	\$914.00	\$1,529.00	\$0.00	\$142,804.00
REVOLVING LOAN FUND	\$0.00	\$0.00	\$0.00	\$7,304.00
Total Non-Operating Expenses	<u>\$10,042.89</u>	<u>\$28,614.24</u>	<u>\$23,407.88</u>	<u>\$382,606.00</u>
Net Operating Total	(\$14,112.48)	(\$11,171.62)	(\$127,952.35)	\$0.00

The Diocese of Rhode Island
Analysis of Revenues & Expenses - Summary
February 2023

Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
Revenues				
1. CONGREGATIONAL DEVELOPMENT				
Congreg Develop - Parishes	0	0	0	27,629
Congreg Develop - Missions	0	0	0	57,108
Church Beyond the Walls	3,155	6,905	3,750	41,430
Diocesan Resource Fund				
Advent	0	0	0	0
Church of the Beloved	30	208	178	1,250
Endowment, etc	0	0	0	170,991
Total Diocesan Resource Fund	30	208	178	172,241
Discernment & Formation				
Commission on Ministry	0	0	0	928
Deacon Formation	400	0	(400)	1,200
Total Discernment & Formation	400	0	(400)	2,128
College&Creation Care Ministry	0	0	0	32,224
Education & Training	0	0	0	12,000
Total 1. CONGREGATIONAL DEVELOPMENT	3,585	7,113	3,529	344,760
2. YOUTH & FAMILY				
EPISCOPAL CONFERENCE CENTER	87,559	105,453	17,895	605,127
GRANT HOUSE	0	0	0	14,429
YOUTH MINISTRY	0	0	0	6,700
Total 2. YOUTH & FAMILY	87,559	105,453	17,895	626,256
3. OUTREACH & ADVOCACY				
GRANT PROGRAMS				
Episcopal Charities	32,514	25,306	(7,208)	462,280
Susan Hudson Endowment	0	0	0	37,900
Development Fund	0	0	0	0
Global Outreach/MDG	0	0	0	512
Eleanor Slater Center	0	0	0	0
Total GRANT PROGRAMS	32,514	25,306	(7,208)	500,692
Total 3. OUTREACH & ADVOCACY	32,514	25,306	(7,208)	500,692
4. OFFICE OF THE BISHOP				
EPISCOPATE SUPPORT	0	0	0	86,691
COMMUNICATION REVENUE	231	386	155	5,642
Total 4. OFFICE OF THE BISHOP	231	386	155	92,333
6. GOVERNANCE				
APPORTIONMENT INCOME	276,372	274,496	(1,875)	1,645,548
DIOCESAN CONVENTION	0	0	0	0
DIOCESAN OPERATIONS	9,338	8,517	(822)	315,168
Total 6. GOVERNANCE	285,710	283,013	(2,697)	1,960,716
7. OTHER				
EDWARDS HOMES				

**The Diocese of Rhode Island
Analysis of Revenues & Expenses - Summary
February 2023**

Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
Rental Revenue	15,568	15,857	289	95,140
DIT Revenue	0	0	0	64,694
Other Revenue	0	0	0	0
Total EDWARDS HOMES	<u>15,568</u>	<u>15,857</u>	<u>289</u>	<u>159,834</u>
HALLWORTH HOUSE RESERVE CENTER FOR RECONCILIATION	<u>65,885</u>	<u>5,650</u>	<u>(60,235)</u>	<u>67,404</u>
Grants	0	0	0	26,130
Donations	0	528	528	2,400
Miscellaneous	0	0	0	150
Program	0	0	0	0
Total CENTER FOR RECONCILIATION	<u>0</u>	<u>528</u>	<u>528</u>	<u>28,680</u>
PARISH FUNDS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
DIOCESAN ALTAR GUILD	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
REVOLVING LOAN FUND	<u>990</u>	<u>1,217</u>	<u>228</u>	<u>7,304</u>
Total 7. OTHER	<u>82,442</u>	<u>23,252</u>	<u>(59,190)</u>	<u>263,222</u>
Total Revenues	<u><u>492,040</u></u>	<u><u>444,524</u></u>	<u><u>(47,517)</u></u>	<u><u>3,787,979</u></u>

The Diocese of Rhode Island
Analysis of Revenues & Expenses - Summary
February 2023

Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
Expenses				
1. CONGREGATIONAL DEVELOPMENT				
Grants to Parishes	10	0	(10)	27,629
Grants to Missions	4,775	3,333	(1,442)	53,108
Church Beyond the Walls	9,254	6,905	(2,349)	41,430
Diocesan Resource Fund	7,507	1,200	(6,307)	172,241
Hispanic Ministry				
San Jorge	14,481	13,018	(1,463)	57,192
Iglesia de Ascension	8,714	8,712	(2)	52,274
Hispanic Ministry Committee	0	0	0	4,000
Total Hispanic Ministry	23,195	21,730	(1,464)	113,466
Discernment & Formation				
Commission on Ministry	525	0	(525)	3,000
Deacon Formation	0	0	0	1,200
Total Discernment & Formation	525	0	(525)	4,200
College&Creation Care Ministry	8,333	8,333	0	65,000
Education & Training	0	0	0	12,000
CDC Committee Expenses	0	0	0	0
Total 1. CONGREGATIONAL DEVELOPMENT	53,599	41,502	(12,097)	489,074
2. YOUTH & FAMILY MINISTRY				
Episcopal Conference Center				
Personnel	64,852	92,701	27,849	497,020
Program	5,339	6,867	1,528	184,697
Buildings & Grounds	26,661	23,858	(2,803)	148,101
Grant House	1,981	2,307	326	14,429
Capital Campaign	1,267	1,268	0	7,605
Total Episcopal Conference Center	100,101	127,000	26,900	851,852
City Camp	0	3,300	3,300	32,996
Youth Ministry	0	0	0	6,700
Total 2. YOUTH & FAMILY MINISTRY	100,101	130,301	30,200	891,548
3. OUTREACH & ADVOCACY				
Episcopal Charities				
Staff & Consultants	13,091	13,125	34	81,335
Operating Expenses	289	10,632	10,343	43,717
Campaign Expenses	345	368	24	13,228
Grants	11,000	6,304	(4,696)	324,000
Total Episcopal Charities	24,725	30,429	5,704	462,280
Susan Hudson Endowment	0	0	0	37,900
Development Fund	0	0	0	0
Global Outreach/MDG	0	6,859	6,859	12,800
Eleanor Slater Center	1,892	52	(1,840)	0
Companion Diocese	0	0	0	0

The Diocese of Rhode Island
Analysis of Revenues & Expenses - Summary
February 2023

Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
Total 3. OUTREACH & ADVOCACY	26,617	37,340	10,724	512,980
4. OFFICE OF THE BISHOP				
Bishop				
Salary, Housing, Benefits	36,247	39,605	3,358	199,734
Travel & Professional	4,132	3,257	(874)	19,543
Entertainment & Business	2,357	1,705	(652)	10,228
Chancellor's Conference	0	0	0	500
Bishop's Search Process	0	0	0	0
Deacons	0	1,116	1,116	1,479
Total Bishop	<u>42,735</u>	<u>45,683</u>	<u>2,947</u>	<u>231,484</u>
Bishop's Senior Staff				
Executive Assistant				
Salary, Housing, Benefits	14,614	14,056	(559)	88,580
Travel & Professional	815	0	(815)	1,256
Total Executive Assistant	<u>15,429</u>	<u>14,056</u>	<u>(1,373)</u>	<u>89,836</u>
Canon to the Ordinary				
Salary, Housing, Benefits	26,376	25,318	(1,058)	110,878
Travel & Professional	1,610	1,027	(583)	8,161
Total Canon to the Ordinary	<u>27,986</u>	<u>26,345</u>	<u>(1,641)</u>	<u>119,039</u>
Communications Director				
Salary, benefits	0	0	0	0
Travel & Professional	963	223	(740)	2,336
Consultants, Interns	4,000	0	(4,000)	25,000
Total Communications Director	<u>4,963</u>	<u>223</u>	<u>(4,740)</u>	<u>27,336</u>
Total Bishop's Senior Staff	<u>48,377</u>	<u>40,623</u>	<u>(7,754)</u>	<u>236,211</u>
Total 4. OFFICE OF THE BISHOP	<u>91,113</u>	<u>86,305</u>	<u>(4,807)</u>	<u>467,695</u>
5. ADMINISTRATION & FINANCE				
Personnel: Salary & Benefits				
Diocesan Administrator	11,749	9,370	(2,379)	59,178
Chief Financial Officer				
Salary & Benefits	27,553	26,778	(775)	168,905
Travel & Professional Expense	0	167	167	1,000
Total Chief Financial Officer	<u>27,553</u>	<u>26,945</u>	<u>(608)</u>	<u>169,905</u>
Consultants	0	0	0	68,443
Finance Director	18,729	17,954	(775)	113,330
Finance Assistant	1,676	1,554	(122)	9,912
Maintenance Staff	23,808	18,919	(4,889)	66,306
Total Personnel: Salary & Benefits	<u>83,515</u>	<u>74,742</u>	<u>(8,773)</u>	<u>487,074</u>
Building & Grounds	18,476	20,466	1,990	106,186
Communications				
Communications Equipment	0	458	458	3,250
Website & Advertising	1,935	250	(1,685)	1,500

The Diocese of Rhode Island
Analysis of Revenues & Expenses - Summary
February 2023

Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
RISEN	0	0	0	1,350
Total Communications	1,935	708	(1,227)	6,100
Equipment	15,976	8,706	(7,271)	60,283
Office Expense	9,910	6,849	(3,061)	41,474
Other Expenses	10,943	7,195	(3,748)	139,141
Total 5. ADMINISTRATION & FINANCE	140,756	118,666	(22,089)	840,258
6. GOVERNANCE				
Governing Bodies				
Meetings	0	0	0	300
Total Governing Bodies	0	0	0	300
Diocesan Convention				
Program	0	0	0	5,000
Total Diocesan Convention	0	0	0	5,000
Registrar/Historian	0	0	0	0
Triennial General Convention	2,750	2,750	0	16,500
Episcopal Church Assessment	46,650	46,650	0	279,901
Province 1 Synod Assessment	1,625	1,625	0	9,750
Diocesan Memberships & Dues	0	0	0	0
Total 6. GOVERNANCE	51,025	51,025	0	311,451
7. OTHER				
Edwards Homes				
Building & Grounds	31,780	28,905	(2,875)	152,499
Other Expense	1,177	1,184	7	7,335
Total Edwards Homes	32,957	30,089	(2,868)	159,834
Hallworth House Reserve	70,707	48,870	(21,837)	311,630
Center for Reconciliation				
Salaries & Benefits	0	4,020	4,020	26,130
Administrative Expenses	147	1,292	1,145	1,997
Program Expenses	10	0	(10)	553
Total Center for Reconciliation	157	5,312	5,155	28,680
Salary Adjustment Pool	0	0	0	51,520
Bad Debt Apportionment	0	0	0	6,000
Diocesan Altar Guild	0	0	0	0
Depreciation - Property	445	445	0	2,669
Total 7. OTHER	104,267	84,716	(19,551)	560,333
Total Expenses	567,476	549,855	(17,621)	4,073,339
Revenue in Excess of Expenses	(75,436)	(105,331)	(29,896)	(285,360)

The Diocese of Rhode Island
 Analysis of Revenues & Expenses - Summary
 February 2023

Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
Non-Operating Revenue				
CONGREGATIONAL DEVELOPMENT				
Congreg Develop - Parishes	0	0	0	0
Congreg Develop - Missions	0	0	0	0
Diocesan Resource Fund	0	0	0	0
Mudrak Fund	0	0	0	12,356
Commission on Ministry	0	0	0	2,072
College Ministry & Chaplaincy	0	0	0	0
Education & Training	0	0	0	0
Total CONGREGATIONAL DEVELOPMENT	0	0	0	14,428
YOUTH & FAMILY				
Episcopal Conference Center	81,508	0	(81,508)	22,224
Grant House	0	0	0	0
Total YOUTH & FAMILY	81,508	0	(81,508)	22,224
OUTREACH & ADVOCACY				
Episcopal Charities	0	0	0	0
Millenium Development Goals	0	0	0	0
Total OUTREACH & ADVOCACY	0	0	0	0
OFFICE OF THE BISHOP				
Episcopate Support	0	0	0	0
Canon to the Ordinary	10,720	0	(10,720)	148
Total OFFICE OF THE BISHOP	10,720	0	(10,720)	148
BISHOP'S FUNDS				
Bishop's Discretionary Fund	650	787	137	45,787
Shippee Fund	0	0	0	95,300
Gammell Fund	0	0	0	13,597
Dunning Trust	0	0	0	5,960
McSparren Lee Fund	0	0	0	33,973
Total BISHOP'S FUNDS	650	787	137	194,617
COMMUNICATION	0	0	0	0
DIOCESAN OPERATIONS	0	0	0	21,325
CUSTODIAL FUNDS				
Parish Funds	0	0	0	0
Hallworth House Reserve	0	0	0	244,226
Church Trust Funds	0	0	0	8,545
Edwards Homes	0	0	0	0
Old Narragansett Church	0	0	0	16,980
Total CUSTODIAL FUNDS	0	0	0	269,751
RESTRICTED USE FUNDS				
Sacred Music Fund	0	0	0	3,944
Retired Clergy Families	0	0	0	138,860
Total RESTRICTED USE FUNDS	0	0	0	142,804

The Diocese of Rhode Island
Analysis of Revenues & Expenses - Summary
February 2023

Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
REVOLVING LOAN FUND	0	0	0	0
MISSION PROPERTIES	0	0	0	2,669
Total Non-Operating Revenue	<u>92,878</u>	<u>787</u>	<u>(92,092)</u>	<u>667,966</u>

The Diocese of Rhode Island
 Analysis of Revenues & Expenses - Summary
 February 2023

Accounts	YTD Actual	YTD Budget	YTD Budget To Actual	Annual Budget 2023
Non-Operating Expenses				
CONGREGATIONAL DEVELOPMENT				
Mudrak Fund (Hearing Impaired)	0	3,785	3,785	12,356
Total CONGREGATIONAL DEVELOPMENT	<u>0</u>	<u>3,785</u>	<u>3,785</u>	<u>12,356</u>
BISHOP'S RESTRICTED FUNDS				
Bishop's Discretionary Fund	10,094	3,500	(6,594)	45,787
Shippee Fund	9,341	14,643	5,303	95,300
Gammell Fund	0	0	0	13,597
Dunning Trust	0	0	0	5,960
McSparren Lee Fund	7,200	0	(7,200)	20,102
Total BISHOP'S RESTRICTED FUNDS	<u>26,634</u>	<u>18,143</u>	<u>(8,491)</u>	<u>180,746</u>
CUSTODIAL FUNDS				
Parish Funds	0	0	0	0
Church Trust Funds	0	0	0	8,545
Old Narragansett Church	451	1,480	1,029	16,980
Total CUSTODIAL FUNDS	<u>451</u>	<u>1,480</u>	<u>1,029</u>	<u>25,525</u>
RESTRICTED FUNDS				
Sacred Music Fund	914	0	(914)	3,944
Retired Clergy & Families	615	0	(615)	0
Total RESTRICTED FUNDS	<u>1,529</u>	<u>0</u>	<u>(1,529)</u>	<u>3,944</u>
REVOLVING LOAN				
Total Non-Operating Expenses	<u>28,614</u>	<u>23,408</u>	<u>(5,206)</u>	<u>382,606</u>
Net Operating Total	(11,172)	(127,952)	(116,781)	0

From: Jennifer Pereira <jpereira+rifoundation.org@ccsend.com>

Sent: Monday, March 6, 2023 2:01:30 PM

To: Nicholas Knisely <Nicholas@episcopalri.org>

Subject: Spring 2023 Capacity Building Opportunities

Dear Colleague,

I'm writing to share our Spring 2023 capacity building program schedule for trainings and convenings open to all nonprofits.

We have developed a comprehensive set of programs designed to strengthen and build the capacity of nonprofit boards, including board member education, technical assistance, convenings and recruitment opportunities.

It all starts on March 7th and includes focused topics like introduction to board service, board chair peer learning, the importance of the board chair and executive director relationship, and board fundraising. We'll also hold our popular Board Bootcamp for those new to serving and those wishing to serve on a nonprofit board.

All Rhode Island Foundation capacity building programs are free of charge, and you may register for as many opportunities as you would like. Most programming is presented in a live, virtual format, making it easier for those interested to attend. Tailored guidance for nonprofit capacity building is also available upon request.

[Click here to to learn more about our capacity building offerings and to register for upcoming programs.](#)

Please feel free to connect with the Rhode Island Foundation's capacity building team if you have any questions or if you need further information:

Jill Pfitzenmayer
jpfitzenmayer@rifoundation.org

Keith Tavares
ktavares@rifoundation.org

Thank you,
Jenny
Jennifer Pereira
Vice President of Grants & Community Investments
Ph: (401) 427-4052
Rhode Island Foundation www.rifoundation.org

PROJECT NAME:

**The Project to complete the
Construction of two water supply
systems**

Date: 16th March, 2023

Project Site: West Buganda Diocese

1. Background of Project:

West Buganda Diocese is located in the west of Uganda, and is comprised primarily tropical conditions and mountainous regions. Usable water sources are extremely limited. Therefore, water sources are often five to twenty kilometers away from villages, so the water supply to local community is in extremely poor condition and for this reason the Diocese has placed the development of water resources and the provision of water for everyday use in rural villages as a priority issue.

Under these conditions, the Diocese, with the objective of improving water supply conditions in the congregation requests a grant from the Episcopal Diocese of Rhode Island in order to complete the construction, establish and improve two more water facilities in rural villages forming two Archdeaconries.

2. Project Overview

(1) Period of Implementation

FY2022 and FY2023

(2) Type of Funding

Grant

(3) Partner Implementing Organization

The Children Christian Mission –West Buganda Diocese

(4) Narrative Summary

1) Overall Goal

To improve the standard of living of people in rural villages of West Buganda.

2) Project Purpose

To improve the condition of water supply to rural villages.

3) Outputs

- a) Water supply improvement equipment (solar pump) to be established.
- b) Equipment to pump underground water to be established.
- c) Two Water supply facility in the village to be built.
- d) A community management system for the maintenance of water supply facility to be established.

(5) Inputs

Episcopal Diocese of Rhode Island:

Grant of USD 3,665

(6) West Buganda Diocese:

To provide the Staff to supervise maintain and manage the facilities

1. Members of Evaluation Team

Planning, Development and Rehabilitation staff members

2. Period of Evaluation

April 2023 – November 2023

3. Results of Evaluation

(1) Efficiency

The construction of the water supply facility to be completed and delivered to the community side according to plan in the expected time period.

(2) Effectiveness

As for water supply improvement equipment, a solar powered pump will be placed. However we need to place more underwater pumps to increase on the volume of supply.

However, the situation of the use of the water supply facilities differs from village to village, and the facilities will be sufficiently utilized due to the availability of clean water.

(3) Impact

The livelihood of our Diocesan community capacity building Projects solely depend on the availability of adequate water supply sources for domestic use, feeding animals and growing pastures to feed them. Eighty percent of the country works in agriculture, which accounts for 97% of its water use. It provides an income for a family or a small community, making them the majority means of making a living. The construction of the water supply systems will play a very big role in promoting the community Development Projects activities and environmentally friendly farming practices.

The gathering of local women at the water supply facility to collect water has enabled greater communication among the congregation in the two Archdeaconries where the same project has been completed. In some cases, the improvement in water supply conditions prompted resettlement after the civil war; promoting reconciliation, peace and stability. We therefore expect the same outcome from the completion of the water supply facility in more archdeaconries.

On the other hand, with a communal tap system, much labor is wasted by some villagers having to travel a long way to the water supply point. Also, there has been some hassle over limited water resources.

(4) Relevance

Although the villagers need door-to-door water supply rather than the communal faucet system established by this project, the relevance of this project is high because it helps the rural villages that always suffer from an extreme shortage of clean water and also help them recover from the recently challenges brought about by the COVID-19 crisis. It is thought that the water supply facility established by this project will be put to good use.

(5) PROJECT COST AND BENEFITS (ECONOMIC ANALYSIS)

This proposed project deals with clean water supply – a priority for all those in a rural environment, which is increasingly threatened with drought: to provide the proposed community with potable water facility so as to maintain the peoples' way of life. The cost of project is very little as compared to its benefits

- The project is targeted to enhance the local population's per capita consumption of water and thus their living standards.
- The project will have intangible benefits (qualitative) in terms of awareness raising, institutional human resource development and developing sense of ownership among the community and tangible (quantitative) in terms of water supply facilities.

- The project is targeted to protect the local population from brunt of diseases by providing them clean potable water at their homes.
- The project will have a great impact on the neighboring communities and generate a feeling of self-reliance, self-help and self-management in them.
- Women and school going children the largest folk of the project area are deputed with the duty of fetching water from distant areas. They regularly perform their duty. The implementation of this project will relieve them from this difficult task and ultimately their time will be saved for performing other important household chores. They will be able to take part and utilize their time in other developmental and income generation activities like Vocational Skills etc.
- With the implementation of the proposed project, the management committee will be strengthened and empowered. The committee working under the technical assistance and guidance of the staff from West Buganda, will learn a lot at all levels of the project cycle and as a result emerge as a relatively confident and experienced Community.

(6) Organization

We hope that after completion of the proposed project the majority of the people of the proposed area will become, to some extent, prosperous and will lead a sound and healthy lives and the Socio-economic conditions of the area will automatically improve. The huge costs of emotional pain and physical efforts involved in dealing with sick community members signify a huge drain on the resources of the communities. Implementation of this project can solve the problem to much extent.

(7) COST AND BENEFITS OF INTERVENTIONS

The benefits from investing in small scale water supplies and from developing appropriate policies, programs and regulations are significant. The impact of diarrheal disease for children under the age of 15 is greater than the combined impact of HIV/AIDS, tuberculosis and malaria.

In order to ensure good management, it is necessary to maintain dialogue with the villagers, to monitor water management committees that involve the villagers, and a scheme in which the beneficiaries share the costs.

(8) Lessons Learned and Recommendations

(1) Lessons Learned

Through the holding of village meetings, the opinions and needs of local community are understood beforehand, and those needs reflected in the plans. The promotion of dialogue with local community is extremely important to ensure good use of and sustainability of established facilities.

In semi-arid regions like West Buganda it is desirable to implement pumping tests not only during the rainy season but also during the dry season.

(2) Recommendations

It is indispensable to collect a water utilities charge from all the beneficiaries of the water supply for the maintenance of the facility, but since water has heretofore been free of charge, it is quite easy to do so. It is also necessary to continue conducting enlightenment activities, steadily enlarging the range of the participation of local community.

Furthermore, as highlighted by the report there is urgent need to construct at least four more water supply systems to provide clean water to the remaining Archdeaconries. This is mainly because members of communities from these Archdeaconries are beneficiaries of the Community Development projects and spend a lot of labor and time walking to collect water from the currently established water supply systems for feeding their animals, watering gardens and for domestic use. These new water supply systems have also gone a long way in promoting hygiene through hand washing and thereby reducing the risks of transmitting and getting exposed to the COVID-19 pandemic among the communities they serve.

BUDGET BREAKDOWN FOR THE DIOCESAN WATER PROJECT COMPLETION WORK

Particulars	Quantity	Unit Cost	Total Cost in UGX
Concrete blocks	4 Trucks	420,000	1,680,000
Labor Costs			2,550,000
Pipes	20	42,500	970,000
Solar panels	4	400,000	1,800,000
Water Pump	2	1,550,000	3,300,000
Water Tank	2	1,050,000	2,300,000
Transportation		850,000	850,000
Grand Total in UGX			13,450,000

Foreign Exchange rate used:

1 USD = UGX 3,680

Total Grant Request = UGX 13,450,000

Equivalent to USD 3,665

Therefore the Grant request is;

USD 3,665

Commission on Finance meeting March 9, 2023
(All members attended via Zoom due to COVID-19 concerns)

ACTION ITEMS
for Diocesan Council consideration

In attendance: Mr. Jim Segovis (Chair), Mr. Ed Biddle *ex officio* (non-voting), Ms. Elaine Burress, the Rev. Mary Ann Canavan, Ms. Vicki Escalera *ex officio*, Mr. Andrew Faulkner, Ms. Jane Peach, Mr. Stan Schofield, the Rev. Dante Tavolaro, the Rev. Veronica Tierney, Ms. Joan DeCelles (Staff), the Rev. Cn. Dena Cleaver-Bartholomew (Staff)

CFO Report – Ed (written report distributed)

Question about potential options for the cash position. Discussion about guidelines for investing cash

- **Mary Ann moved and Vicki seconded to authorize the CFO, in consultation with the treasurer, to invest excess cash in bank overnight sweep, CDs, or treasuries. Motion passed.**

Old Business

St. Peter's & St. Andrew's grant request for \$52,000 (COF approved \$20,000 DRF grant at February meeting)

- **Veronica moved and Stan seconded to approve up to an additional \$32,000 from the DRF, with the understanding that the final amount may be reduced by any CDC grant that may be awarded. Motion passed.**