

## **Minutes of Diocesan Council Meeting | February 23, at 6 pm via Zoom**

**Present:** Father Alvin Marcetti, Mr. Robert Fye, Mr. Joel Gardner, Mr. Scott Hovanec, Ms. Olive Swinski, Ms. Phyllis Spaziano, Rev. Jack Lynch, Rev. Ricky Brightman, and Mr. Jim Segovis

**Staff:** Mr. Dennis Burton and Mrs. Teresa Valentine

**Excused:** Bishop Knisely, Rev. Dr. Canon Dena Cleaver-Bartholomew, Mr. Ed Biddle

**Guests:**

**Opening Devotion** – Ms. Olive Swinski

**Scott Hovanec moved that the consent Agenda be approved. The items included on the consent agenda, listed below, passed unanimously.**

- ◆ Approved January Diocesan Council minutes with an addition that Mr. Jim Segovis was present at the January meeting
- ◆ Approved the Agenda

### **Canon's Report**

No additions to the written report

### **CFO Report**

Mr. Burton mentioned the state is looking to close the 3<sup>rd</sup> floor at Holwarth House due to COVID19 numbers dropping and they only have 5 residents and no longer need the 3<sup>rd</sup> floor. They would like to continue with the contract for the 2<sup>nd</sup> and 4<sup>th</sup> floor for the rest of this year, through June 15, 2022. We signed a contract with Peregrin Facility Management as the back up to our management team for redundancy. The Cathedral Block project is going well with a solid team working with the consultants from DeWolf and are well on our way with the first phase. The project at ECC is complicated construction due to the barn's structure and we are working with Bristol Metal Works in putting metal beams together for stability. The project at ECC should be done before summer camp.

We are starting the budgeting process to present the 2023 budget in May. Mr. Burton has asked Mrs. Veronica Tierney to be a consultant with a consultant agreement in place and she can start the forecasting to update the 2022 budget. The Solar program is continuing to move forward, fortunately the Supreme Court did not allow the appeal to continue.

Mr. Burton discussed the finance report focusing on the apportionment report. Net is about \$57k ahead for January in operating variance which is favorable to budget. Camp came out strong due to announcing a full camp season. As it continues it will slow down, however we have about \$69k for conferences and it will favor our forecast. The CFO position has been budgeted for the full 12 months, however, we will have a favorable from the CFO salary due to our CFO working part time until June and starting full time in July. Steve Federico is full time and dedicated to the Hallworth House and his payroll is covered by the state until June. We are ahead for this year; however, we will not have a surplus for 2022. Mr. Burton looked into the Employee Retention Tax Credit Program, which will allow us to compare years against each other quarterly and if you have a 20% drop in revenue, we can qualify for an employee retention tax credit but unfortunately, we did not make the cut.

### **Action Items**

- ★ Mrs. Escalera joined the meeting and introduced herself
- ◆ A motion was made to appoint Mrs. Victoria Escalera as Treasurer of the Episcopal Diocese of Rhode Island. **Motion passed**
- ◆ A motion was made to affirm GC2009 D048 (sponsoring Better Medicare for All). **Motion passed**
- ◆ A motion was made to accept Mr. John Candon's resignation as the Treasurer for Episcopal Diocese of Rhode Island. **Motion passed**
- ◆ Mr. Segovis gave the committee an overview of the survey conducted recently by the COF (Commission on Finance). COF interviewed about 50 clergy asking them how the Dioceses is doing with helping the parishes, how the pandemic affected them and asked what else can we do to continue to assist. We followed up again with clergy, about 90 emails sent out and we only received about 37 responses. In the responses we discovered only 82% were updated with their licenses for streaming services with music, 79% are looking for workshop training opportunities, 70% for strategic planning and 75% are looking for more support services for the website and general technical support. 3% were positive in community building and 77% would like to have coffee or lunch with the bishop. 94% enjoyed the town hall meetings and stated we could improve on the meetings to be more useful instead of feeling like lectures. Clergy will find the electronic payroll process useful. Also, 10 out of 26 clergy feel isolated. The exhaustion and burn out were at 39%. The committee will meet on the survey again and send us the results.

**Mr. Scott Hovanec's Time**

Mr. Hovanec mentioned, at this time we are removing Guest Presentation from the agenda until the Workday members meet and discuss how we would like to handle the guest presentations.

**A motion was moved, seconded, and unanimously passed to adjourn at 7:03pm.**