

DIOCESAN COUNCIL MINUTES

DIOCESE OF THE WEST

January 18, 2018

His Eminence, Archbishop Benjamin convened a regular meeting of the Diocesan Council at Holy Trinity Cathedral, San Francisco CA at 10:30 am on Thursday, January 18, 2018.

MEMBERS PRESENT: Archbishop Benjamin, Bishop Daniel, Archpriest Basil Rhodes, Archpriest John Dresko, Archpriest John Pierce, Archpriest Matthew Tate, Archpriest Stephen Soot, Archpriest Lawrence Margitich, Archpriest Anthony Karbo, Archpriest Damian Kuolt, Priest Andrew Cuneo, Subdeacon Paul Pilipenko, Mary Caetta, Dorothy Nowik, Lynnell Brunswig.

ABSENT: Archpriest Michael Anderson, Archpriest Lawrence Russell, Subdeacon Johan Morse, David Lane

GUESTS PRESENT: Priest Andrew Smith

MINUTES OF THE PREVIOUS MEETING – The reading of the minutes of the October 10, 2017 meeting of the Diocesan Council was waived.

ARCHBISHOP'S REMARKS – Abp. Benjamin gave his archpastoral report in which he presents the 150th Anniversary of Holy Trinity Cathedral, in context of the mission, history and status of the OCA. Also of note: since the last meeting of the DC, we had the falling asleep Mitered Archpriest Michael. A special thank you to Fr. Ian McKinnon for his service as Chancellor, and the welcoming of Bishop Daniel taking up the role of Diocesan Chancellor. Mention was made of the importance for the Diocesan Council to take responsible action on all items, with recommendations coming from the Diocesan Advisory Board. (Full report posted.)

CHANCELLOR'S REMARKS – Bp. Daniel, Diocesan Chancellor, addressed his new role. He mentioned his thankfulness for the engagement and trust given him by His Eminence. Deans met on Tuesday, at which time His Eminence presented a checklist, so they have a systematic approach to pastoring their Deaneries. There is an important level of accountability they oversee.

TREASURER'S REPORT – M. Caetta, Treasurer, reported that there is a revised summary report available for FY 2017. When the Annual Report is finalized for auditing, it will be the final and published. Of note, we no longer create invoices for parishes, so there are no longer invoices in arrears. It is simply a matter of treasurers reporting actual income and remitting the amount reported. Due to the loss of invoice tracking, every three months payments from parishes will need to be monitored.

MOTION to approve the following Housing Allowance Designations was made by M. Caetta

- Archbishop Benjamin \$ 2,000`
- Bishop Daniel \$20,000
- Archpriest Matthew Tate, Director of Missions \$25,500
- Archpriest Anthony Karbo, Dean \$ 4,800
- Archpriest Damian Kuolt, Mission Priest \$12,000
- Priest Andrew Smith, Priest \$10,700

SECOND by Fr. B. Rhodes **MOTION PASSED**

MOTION to open a Pacific Central Deanery Kaiser Plan Account and authorize Bishop Daniel (David) Brum and Mat. Theodora (Heather) Blom to write and sign checks, by M. Caetta. SECOND by D. Nowik **MOTION PASSED**

MOTION to authorize Bishop Daniel (David) Brum as card holder on the Diocesan Chase Credit Card and remove the Fr. Ian MacKinnon as a card holder, by Fr. M. Tate. SECOND by Fr. J. Dresko **MOTION PASSED**

MOTION to authorize Bishop Daniel (David) Brum and Mat. Theodora (Heather) Blom as signers and the removal of Archpriest Ian MacKinnon from the Diocesan accounts: Wells Fargo Checking, Wells Fargo Savings, Wells Fargo CD accounts, Pacific Continental CD accounts, Capital One Business Savings and CD accounts, Infinity Financial Investment accounts, and LCBA Missions Church Deposit account by Fr. M. Tate. SECOND by Fr. J. Dresko MOTION PASSED

ALL AMERICAN COUNCIL - Abp. Benjamin reported that the Diocese of the West must produce a film for the All American Council and it will need a small budget. Of Note: \$42,000 is the Diocesan fee for the AAC.

DUBOCE PROPERTY – Abp. Benjamin referenced a report for the remodel of the Duboce property (posted separately). Of note, the property was *donated* to the Diocese. Most recently, the rectory attached to Holy Trinity Cathedral has been used as the ruling bishop’s residence and offices, while Fr. John Takahashi lived in the Duboce property during his service to Holy Trinity Parish. While adequate for Fr. John and his wife, the current proposal is to remodel the property for long term housing for the new rector, Fr. Kyrill Sokolov and his family.

MOTION to allocate up to \$500,000 dollars from the Point Reyes and Synaxis Corporation funds for the remodel of the Dubose Property (as presented in attached report), and that we will create an agreement between the Diocese of the West and the Holy Trinity Cathedral Parish for the use of both Cathedral Residence and the Dubose Property into the future, by Fr. D Kuolt. SECOND by M. Caetta. MOTION PASSED

PENSION PLAN – Fr. M. Tate reported that all is going well, “. . . when the stock market is up.” A letter was received from our attorney, regarding a lawsuit in Chicago that is challenging the housing allowance for clergy. The Federal Judge sided with the family bringing suit. The outcome could affect all of us, if not effectively appealed.

METROPOLITAN COUNCIL - No report

COMMUNICATIONS – Fr. D. Dresko reported everything is fine with contributions. Changes have been made to make it easier to donate on the website. Email sent to the Treasurer will be rerouted through a new email address so that both the Treasurer, and her assistant can access the emails.

BACKGROUND CHECKS – Fr. A. Smith reports that everything is up and running with the new process and that Rectors are reporting that they are happy with results.

DIOCESAN CAMPS – Abp. Benjamin commented that the youth camps are of great concern, as it exposes the Diocese to legal action should there be any opening for sexual misconduct. Requirements for conducting these youth events are so onerous that is hard to do them anymore. These camps are not diocesan sponsored, so insurance must be provided by the parish or the entity who is sponsoring them. Adult camp counselors require training, so it is of concern that the training meets the requirements of law and the insurance companies.

DIOCESAN SEMINARIANS – Bp. Daniel reported that Fr. M. Tate and Fr. L. Russell will be visiting the Seminaries. We have more seminarians attending now, and a report on status will be given at the next meeting.

DIACONAL TRAINING – Bp. Daniel noted that Fr. K. Sokolov has reported on the Diaconal Training program (report posted)

PARISH CELEBRATIONS – Abp. Benjamin spoke to the celebration on October 19th and 20th of 150 years since the founding of Holy Trinity Cathedral. There will be Vespers and Reception on the 19th, with Divine liturgy celebrated on the 20th by His Beatitude Tikhon, as well as visiting Hierarchs.

OCCIF – Fr. J. Dresko reported that at the upcoming ACC, OCCIF will be launching a two-year CD program. He noted that the legal structure for this is difficult, so the website is being changed to comply. People will be able to purchase and manage their CDs right on the website. However, there is no official support from the OCA. There are some legal concerns and the finance committee does not yet want to invest. There will more work

done to get OCA support. Also, Chico parish has been approved and other parish loan applications are in process.

OTHER BUSINESS

- Discussion was held regarding participation in the OCA Pension Plan. To affirm current policy, the Council has asked for the following statement of policy to be published in these minutes:

“Clergy, who began receiving Diocesan compensation for the first time after February 1, 2017, shall be participants in the OCA Pension Plan and the Treasurer is authorized to compute the clergy and Diocesan contributions to the Plan. Those receiving stipends from the Mission Department are excluded from this requirement.”

- **Insurance Update:** Efforts with our Insurer to increase Diocesan coverage for sexual misconduct has been denied. Our agent will continue to pursue it. It was found that we did not have Directors and Officers (D&O) Liability coverage, so it has been added. Also noted, we can not yet find an insurer to cover rental cars.
- **MOTION to set aside up to \$3,000 to produce a Diocesan video that will be presented at the AAC, by Fr. M. Tate. SECOND by Fr. J. Dresko MOTION PASSED**

NEXT MEETING – The next regular meeting of the Diocesan Advisory Board will take place April 25, 2:30 p.m. 2018 at 10:30 a.m., Diocesan Council will take place April 26, 2018 at 10:30 a.m.

It was unanimously decided that the Diocesan Council Meeting scheduled for June 21 (to approve the annual budget being prepared for the July Diocesan Assembly) will be held by electronic communication.

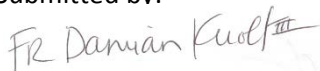
ADJOURNMENT – Fr. J. Pierce moved for adjournment. Motion Accepted. Archbishop Benjamin adjourned the meeting of the Diocesan Council at 12:41 p.m.

ACTION BY DIOCESAN COUNCIL AFTER ADJOURNMENT

APPROVAL VIA ELECTRONIC TRANSMITTAL:

On Jan 23, 2018, at 11:05 AM, the Diocese of the West Chancery transmitted Archbishop Benjamin’s request for approval for the cost of the diocesan video to be made for presentation at the AAC in St Louis. Total cost, as submitted, shall be a \$5,000 flat fee, plus travel expenses to San Francisco, CA for video work. A majority of the Diocesan Council members gave approval via email, with one dissenting vote. It was discussed that this approval should also assure that the Diocese retains all rights of ownership of the final product.

Submitted by:



Fr. Damian Kuolt, Diocesan Secretary