

**TO BE AN APOSTOLIC COMMUNITY, UNDER AUTHORITY, THAT BRINGS PEOPLE TO JESUS  
CHRIST**

Diocesan Council Meeting Minutes  
March 17, 2018

**PRESENT Council:** Bishop Eric Vawter Menees - President; Mr. Stevie Barrington-Oates (2018) - Vice President; Mrs. Wendy Johns (2020); Michael Finney (2019); Fr. Noah Lawson (2020); Fr. Jack Estes (2019); Fr. David Miller (2018); Fr. Jim Snell (2020); Mr. Leroy Falk (2018); Fr. Aaron Prosser (2019); Mr. Sandy Rogers (2020); Mrs. Karen Frey (2019)

**PRESENT Standing Committee:** Fr. Mark Hall (2018\*2020) - President; Dcn. Ron Christolear (2018\*2021), Fr. Mike Law (2019), Fr. John Roberts - (2018), Mr. Phil Jones (2018),

**Absent:** - , Mr. John Swiger (2020); Mrs. Kim Robinson; Mr. Jim O'Neill (2019); Dcn. Dennis Mann (2018);

**STAFF AND GUESTS PRESENT:** Mr. Corey McLaughlin - Secretary; Mr. David Francis - Treasurer

1. Opening Prayer - Fr. Hall
2. Bible Study Bp. Menees
3. Agenda Approval Bp. Menees
  - a. Motion: Snell
  - b. Second: Jones
  - c. Approved
4. Minutes of January Meeting Mr. McLaughlin
  - a. Motion to Approve
    - i. Motion: Snell
    - ii. Second: Hall
    - iii. Approved as Amended
5. Financial Report - See complete written report Mr. Francis
  - a. January 2018
    - i. Receive Report for Audit for January
      1. Motion to receive for audit: Estes
      2. Second: Falk
      3. Received
    - ii. Receive Report for February
      1. It was noted that there are some formula issues in the spreadsheet that need to be fixed.
      2. Typo correction in written report: Audits extended to November 15, not Nov. 1.
      3. Motion to receive for audit: Lawson

4. Second: Snell
  5. Received
- iii. Written Report for Posting
1. "The expected budget percentage is 16.7%. The actual income percentage for the month is 24.3% and the expenditure percentage is 17%. A review of the tithe sheet to date indicates that a number of churches still need to submit their February tithes. As the result, the diocesan budget for the month indicates a negative when reporting income vs. expenditure. However, the overall status of diocesan fiscal standing is positive.  
The churches scheduled to have a Formal Audit during this year are being contacted by Sue Piper, our one remaining auditor. I will be sending information to each church reinforcing the audit process they are to use in 2018 in the coming days. It will be necessary for all formal audit churches to mail their information to Sue since she is not able to travel as in past years. This arrangement costs less than a personal visit with travel, hotel and meal costs to be billed. The deadline for audits to be submitted to the DSJ has been extended to November 15 rather than September 1 as in previous years. " ~ David Francis, Diocesan Treasurer
  2. Motion: Snell
  3. Second: Estes
- b. 2018 Budget Adjustment Proposal -
- i. Original proposed changes from Dave
    1. Change line 8 - Diocesan Travel to add \$2,000.00 = \$11,000.00
    2. Change line 9 - Provincial Travel to add \$4,000.00 = \$12,000.00
    3. Change line 13 - Hourly Bookkeeper to \$18,400.00
    4. Change line 14 - Receptionist/IT/Assistant to \$15,530.00
    5. Change line 15 - FICA accordingly to \$9,249.00
    6. Change line 19 - Technology/Website to add \$600.00 = \$3,000.00
    7. Change line 27 - Diocesan Convention to reduce by \$2,000.00 = \$3,200.00
    8. Change line 30 - Copier Cost to add \$1,900.00 = \$5,300 to cover Our Lady's portion
    9. Change line 31 - Asset Replacement to reduce by \$250.00 = \$1,500.00
    10. Add line 39 - Miscellaneous/Contingency to = \$2,250.00
    11. Change line 40 - ACNA West to = \$1,500.00
    12. Add line 41 - Safe Ministry Testing to = \$3,100.00
  - ii. Modifications to proposed changes during Meeting
    1. Move the \$600 from line 19 above to new line 41; making line 19 = \$2,400.00 and line 41 = \$3,700.00
    2. Move the \$1,900 from line 30 above to new line 39; making line 30 = \$3,400.00 and line 39 = \$4,150.00
  - iii. Reminder given that the Routine Legal line serves as a balancing line for Dave when changes are made; that amount may fluctuate when changes are made to the budget amounts.

- iv. Motion to approve: Snell
- v. Second: Jones
- vi. Approved as amended
- c. 2017 Blessed Excess Funds Use
  - i. Proposal: 50% of blessed excess to savings, 50% to other mission as needed
  - ii. Motion: Roberts
  - iii. Second: Jones
  - iv. Carries

- 6. Safe Environment Trainings Mr. McLaughlin
  - a. Discussion
  - b. Possible: allow opt out with provision of evidence of alternative training
- 7. Bishop's Report - See Written Report Bp. Menees
- 8. 2018 Goals for Bishop's Office
  - a. Correct spelling on accountability
- 9. Deanery Reports - See written reports Council

Adjourned: 1:14 p.m.

Next Meeting: April 21, 2017

Location: Diocesan Office 1300 E. Shaw Ave. Fresno, CA 93710 (Conference Room in Ste. 131)

STATUS: *APPROVED*