Executive Council Standing Committee on Finance

June 2, 2020

Minutes of the Tele-Meeting

Attending: Mally Lloyd, Kurt Barnes, Cornelia Eaton, Mike Ehmer (PB&F), Cecilia Malm, TJ Houlihan, Anne Kitch, Zena Link, Andrea McKellar, Diane Pollard, Holli Sturm, Margareth Crosnier de Bellaistre, and Patrick Haizel.


Mally called the meeting to order at 5:03 PM EDT. Diane offered prayers.

Patty had communicated via Extranet to say that she would help with the budget committee work, where possible.

The agenda was reviewed, moved, seconded and approved as presented. During EC the minutes from all of the short meetings will be taken up.

The budget committee will meet and were asked to put forward the budget adjustments to the other standing committees at EC. The budget priorities/management process and statement about it will go to the standing committees for approval. After EC, in consultation with the other committees, additional budget adjustments will be made in July as needed. This will have an impact on the 2021 budget.

For the rest of the triennium this committee’s job is budget management, which will be handed off to the 2022-2024 planning committee. The committee will need to be expanded by adding others from the joint standing committees to provide some depth to the process.

At EC there will be a closer look at the budget. There are two resolutions to approve today. FIN-091. Cornelia spoke to the importance of the sustainability grants for indigenous dioceses. Diane moved and Anne seconded to approve the resolution for EC. It was moved to place it on the consent calendar. Motion(s) carried.

Holli reported about the Investment Committee meeting. Investment managers were clear that the unknowns with the pandemic are keeping everyone vigilant. Holli had posted her report to the Extranet. The Pavilion Report had been posted to the Extranet that shows performance of all the managers year-to-date.

FIN needs to approve the updated Investment Policy Statement (IPS). Kurt had posted resolution FIN-092 to illustrate the changes to the IPS having to do with the human rights investment screen. It was moved to accept the changes to the IPS, seconded and carried without opposition. This will be placed on the consent calendar as well.

FIN-094 was also posted, covering a clergy housing allowance for the final months of the year. It was moved, seconded, and carried without opposition and placed on the consent calendar.
The 2022-24 budget committee will be populated by Andrea, Anne and Mike Ehmer with help from Patty.

With respect to 2020, income was looked at. Rents from tenants at 815 have been delayed but will be repaid over time. Total income is down because of that. The Pastoral Development line was up because the funding was forwarded from 2019. Budgeting or spending in the PBO sections needs clarity for this committee. Kurt will get additional information on travel.

With respect to 2019, Overall expenses were below budget owing to lower staff costs. Ministry of the PB is in line with budget. Mission within is below budget. EYE was above. Mission beyond is below budget. Interfaith and Global were over, which was a budgeting matter. GCO was underspent due to some prepayments made in 2018.

Finance, legal and operations: total is below budget but legal was over as was facilities management. There was an error in the finance office around debt service where only the interest payment is reflected. At the end of the year $1.4 million is paid against principal. The bottom line of the total expense will have an impact on the bottom line, which will be about $2.6 million surplus for 2019. The funds are in the checking account for use in ordinary spending. This money is held along with PPP funds from the government.

Overall legal expenses will be a topic for additional examination.

A quick review of the EC agenda was done. Kurt has drafted a waiver or two that ought to be considered. Mally will report to FIN and EC from the Assessment Review Committee. Dallas has requested a waiver and the ARC agreed to grant one.

Blue Book writers stayed on the call while the rest of the group signed off at 6:02 PM.

Respectfully submitted
Nancy Caparulo
Staff support to the committee