

DIOCESE OF KOOTENAY
ADMINISTRATION AND FINANCE COMMITTEE MINUTES
Wednesday, January 13, 2016 7:00 pm Teleconference

Attendees: Archbishop John Privett (chair); Clerical Secretary Rick Paulin; Lay Secretary Jennifer Pring; Mr. Richard Frost; Diocesan Treasurer, Doug Cole; Mr. Paul Glen; the Rev. Sandra Stickney.

Staff: Executive Archdeacon, Trevor Freeman

Guest: Gerald Fitzgerald, from St. Mary, East Kelowna

Regrets: the Very Rev. Nissa Basbaum; Canon Dr. Randall Fairey; Chancellor Geord Holland

Opening Prayer: Archbishop John Privett opened the meeting with thanks for the refugees who have arrived in Canada; remembering all the Primates meeting together in Canterbury; joining with all people throughout the province for the life of Bishop Jim Cruickshank and thanks for our Diocese of Kootenay.

A. Minutes of Previous Meeting: November 18, 2015

MOTION A16-01

Moved/Seconded D. Cole/R. Frost

That the minutes of November 18, 2015 be approved as circulated.

CARRIED

B. Business Arising:

1. Proposed Diocesan Treasurer:

- i. After Synod 2015, Doug Cole let Archbishop John know that he would be retiring as Diocesan Treasurer;
- ii. Gerald Fitz-Gerald has agreed to put his name forward for the position of Diocesan Treasurer;
- iii. He is the Treasurer of East Kelowna parish and has helped a number of other parishes organize their finances.

2. Together in Mission Continuing Committee:

The committee has identified a number of issues for follow-up:

- i. A communications strategy which includes:
 - a. A standing article in the High Way;
 - b. Direct communication with parishes.
 - c. Development of concrete steps for parishes to take in terms of their own follow up;
 - d. A strategy for twice yearly reminders to annual and one time donors;
 - e. Discussion regarding an annual stewardship/TiM Sunday, most likely on the Thanksgiving Weekend;
 - f. Discussion regarding a second wave push to congregations which did not participate in TiM – situation may have changed in some of these congregations.

3. Criminal Records Checks:

- i. Previously we approved motion A15-45 to move all diocesan criminal records checks to the online portal offered by the Ministry of Justice;
- ii. A pre-existing registration has been distributed to all congregations for volunteers who require a criminal record check;

- iii. The policy states these are at the expense of the Diocese;
- iv. The Diocese falls outside the parameters that would allow paid staff and stipendiary clergy to use the online portal for non-volunteers;
- v. We will get a second number, if and when the Ministry of Justice broadens the parameters;
- vi. We need to continue with the Safe Churches program;
- vii. All people working with the vulnerable are required to have a criminal record check: the vulnerable include children, seniors, challenged etc.
- viii. We hope to draw on the expertise of people in the Diocese of New Westminster and British Columbia, and Provincial Council is also doing work on this;
- ix. We possibly need a base-line policy, which parishes may increase, but may not go below.

4. Asbestos in Buildings: For information

- i. When parishes are doing any work on any buildings, if they find asbestos they must extract it or there will be a fine by WorkSafe BC;
- ii. Increase in renovating costs will occur, if a parish cannot afford the increase, the Diocese could possibly negotiate a loan to cover the increased expense.

C. Financials: Financial statements were not distributed, Treasurer Doug Cole explained this is not normally an issue until February end month.

D. New Business:

1. Indian Residential School Settlement Refund: For information

- i. When the ACC negotiated regarding involvement in the residential school system, a dollar figure was attached;
- ii. Money was raised by dioceses across the country – contributions by individuals and diocesan funds contributed to the total;
- iii. As a result of the final agreement and the faithfulness with which our church met our commitment, the Diocese of Kootenay has received a refund of some of the money we raised;
- iv. There will be a recommendation for its allocation at the next A&F meeting;
- v. Some suggestions from this meeting:
 - 1. To distribute to indigenous people within the context that it was intended;
 - 2. Companion Diocese with the new Indigenous Diocese;
 - 3. Ideas from Bishop Mark MacDonald would be of value.

2. Insurance Refund Allocation:

- i. Approximately \$20,000 has accrued from insurance refunds over the past years;
- ii. This allows us to offset or cover the cost of a deductible for a parish;
- iii. Many parishes have not had an insurance appraisal done for some time;

- iv. It is suggested that we offer to cover up to 50% of the cost of insurance appraisals for parish buildings, and credit this against the 2017 premiums;

MOTION: A16-02 Moved/Seconded D. Cole/J. Pring

That the Administration and Finance committee request that each parish complete an insurance appraisal in 2016, and any parish that does so will receive a credit of 50% of the cost of the appraisal against their insurance premiums in 2017, subject to further financial details.

CARRIED

Trevor Freeman will speak with Bonnie Bailey to ensure there are enough funds to do this.

3. Divestment from Fossil Fuels:

- i. The Diocese received a request from the Parish of Kokanee to investigate and then begin the process of divestment from fossil fuels;
- ii. Documents had been received by the A&F members;
- iii. Approximately 10% of the diocesan portfolio would be affected by this change;
- iv. This is a very complex issue requiring careful consideration and research as there are implications for the life of some parishes, especially those in small communities;
- v. This will be a Diocesan Council decision and process;
- vi. The investment committee will act on this if Diocesan Council approves;
- vii. A report will be made to Diocesan Council that A&F had this important conversation and is reporting the information to them;
- viii. Information will also be given to the Investment Committee.

4. Parish of Creston and the East Shore: for information

- i. A letter has been received from the Boswell Historical Society expressing a desire to enter into a partnership with the diocese for the use and care of St. Anselm's, Boswell;
- ii. Currently there are no worship services taking place at St. Anselm's;
- iii. With care, it could be useable as a community space as well as for occasional worship;
- iv. The parish is suffering due to the lack of a priest;
- v. This proposal is a way of maintaining the building until such time as there may be personnel there;
- vi. A teleconference meeting will take place in the next short while to discuss a possible partnership.

**E. Next Meetings: Diocesan Council: Saturday, January 23rd
9 a.m. Teleconference**

**Admin and Finance: Thursday, February 18th
7 p.m. Teleconference**