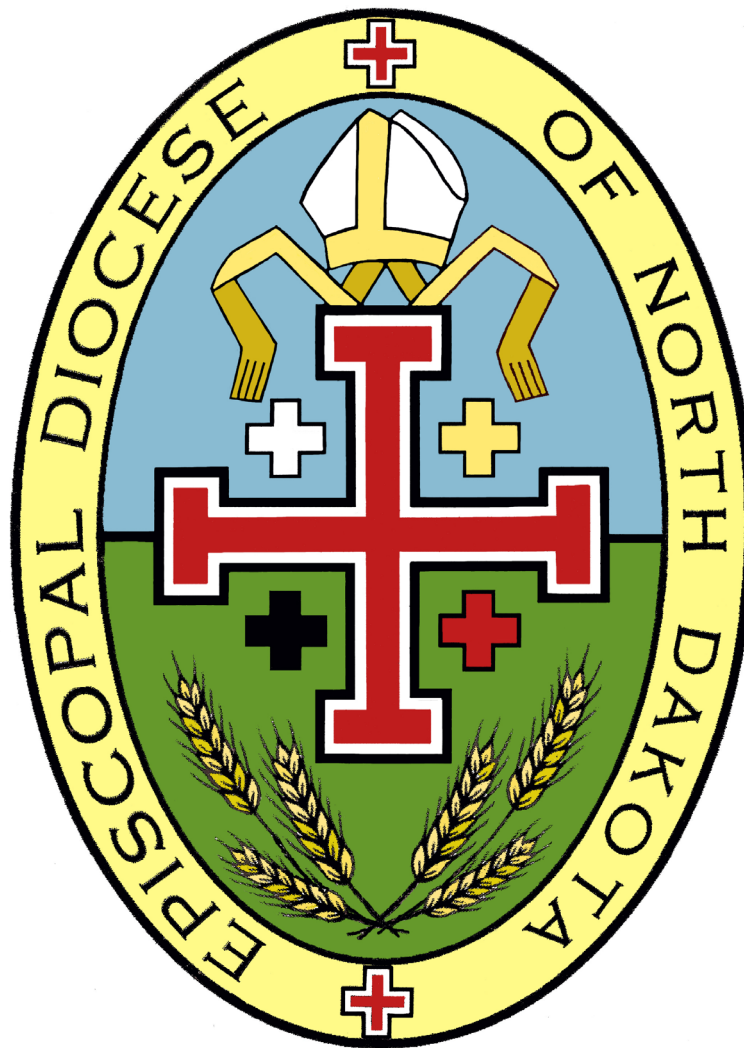


Episcopal Diocese of North Dakota



CONVENTION JOURNAL
2011

Proceedings of the Forty-First Annual Convention
of the Episcopal Diocese of North Dakota
St. George's Church and the Radisson Inn, Bismarck
Hosted by Diocesan Council
October 28-29, 2011

Table of Contents

DIOCESAN COUNCIL ROSTER	3
CLERGY ROSTER	4-5
DIRECTORY OF CONGREGATIONS	6
2011 DIOCESAN CONVENTION DELEGATES	7
DIRECTORY OF SENIOR WARDENS.....	8
DIRECTORY OF JUNIOR WARDENS.....	8-9
DIRECTORY OF TREASURERS	9
LICENSED LAY MINISTERS	10
COMMITTEES AND COMMISSIONS	11-12
LIST OF CLERGY.....	13
PROCEEDINGS OF THE FORTY-FIRST CONVENTION OF THE EPISCOPAL DIOCESE OF NORTH DAKOTA.....	14-20
PROPOSED 2012 BUDGET WITH FINANCE REPORTS 2011	21-42
BISHOP'S ADDRESS	43-44
OFFICIAL ACTS	45
NECROLOGY LIST	46

ATTACHMENT A (Policy on the Sexual Exploitation of Adults)

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Phyllis Bratton
Marilys Carter
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Good Shepherd, Lakota

None

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Hellen Lodu
Tabita Suwari
Gary Weber

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Lois Hokana

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St. James', Cannon Ball

None

St. Michael's, Cartwright

None

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Fern Pokorny
Leslie Ross
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St. Sylvan's, Dunseith

Tammy Davis
Mary Ann Henry

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Fern Pokorny WL, EM
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Robert Allan WL, EM
Stacie Varnson WL, EM, EV

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Richard Bailly EM
Derick Dalhouse EM
Chris Golding EM
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Dave Johnson EM
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Holly Schweigert EM
Dale Shook EM
Barbara Thene EM
Brita Watson EM
Cathleen Wendel EM
David Wendel EM

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East Africa Mission Committee

Mike Johnson
Thom Marubbio*
Pete Simonson

Episcopal Foundation for Ministry in Higher Education

Jim Coomber, Treasurer (2013)
Leah Henderson (2012)
Elsie Magnus* (2012)
Rueben Panchol (2013)
Sally Smythe (2014)
Jeanne Woolwine (2014)

Episcopal Relief & Development Representative

Charlotte Robbins

Evangelism & Church Planting Committee

David Bailly
Brock Baker
Tim Bratton
William Dorsch
Gena Ertelt
Kevin Goodrich OP*
Don Henderson
Don Leroux
Elsie Magnus
Pam Pranke
Sally Smythe
Ed Wos

Finance/Investment Committee

LuAnn Baker*
Bart Davis
Marianne Ell
John Floberg
Carmine Goodhouse
Beth Lipp
Bonnie McNaughton
Mark Raymond

* denotes chair person

COMMITTEES AND COMMISSIONS (continued)

General Convention Deputies (2012)

David Bailly
John Baird
John Floberg
Brandon Mauai
Liz Overbo
Jamie Parsley
Donna Pettit
Terry Star

Guatemala Mission Committee

Cindy Ault
John Baird*
Marianne Ell
Ross Pettit
Pam Pranke

Millennium Development Goals Committee

John Baird
Sandra Holbrook
Donna Pettit
Pam Pranke
Charlotte Robbins

NDCC Representative

Kevin Goodrich OP

North Dakota Council on Indian Ministries Executive Committee

John Floberg
Duane Fox
Wes Fox*
Angela Goodhouse-Mauai, Vice Chair
Carmine Goodhouse, Secretary
Kevin Goodrich, OP

North Dakota Episcopal Foundation

Don Henderson, Secretary/Treasurer (2014)
Beth Lipp, Vice President (2012)
Terry Ness* (2014)
Mark Raymond (2013)
Phil Stafne

Retired Clergy Council

Duane Fox
Charles Henley
Kendall Johnson
Virginia Luger
George Schulenberg

Safe Church Trainers

Marianne Ell
Sandy Holbrook
Zanne Ness
Danny Whitehead

Stewardship Committee

Bart Davis
Julie Helgaas
Randy Keehn
Beth Lipp
Donna Pettit*

United Thank Offering Coordinators

Pat Fearing
Odella Henley

Youth Ministry Committee

Louie Abdilnour
John Floberg
Regan Gara
Bonnie McNaughton
Erika Morlan
Liz Overbo
Terry Overbo*
Terry Star
Eli Two Bears

* denotes chair person

LIST OF CLERGY

In order of their present Canonical connection with the Diocese.

*FOX, Wesley Duane
1989 Ordination

*FLOBERG, John F.
1991 Ordination

*ELL, Marianne
1995 Easton

*BURKHARDT, Doyle
1995 Ordination

*COWARDIN, Eustis
1995 Ordination

*DAVIS, Bart
1995 Ordination

*HORN, Michael
1998 Minnesota

*KEEHN, Randy
1999 Ordination

*LANDER, Barb
1999 Ordination

*TOWNE, Jane
2001 Ordination

*ANDERSON, Ann
2002 Ordination

*WILLIAMS, Duffy
2002 Ordination

*SHANNON, James
2003 Western Kansas

*DWARF, Lindsey
2003 Ordination

*FLOBERG, Sloane
2003 Ordination

*PARSLEY, Jamie
2003 Ordination

*LUNTSFORD, Sharon
2004 Idaho

*SMITH, Michael
2004 Consecration

*JOHNSON, Michael
2005 Ordination

*GOODRICH, Kevin
2006 Mt. Kilimanjaro, Tanzania

*LIPP, Beth
2007 Ordination

*GOODHOUSE, Angela
2007 Ordination

*MAUAI, Brandon
2007 Ordination

*STAR, Terry
2007 Ordination

*WALTERS, Delores
2007 Ordination

*MCNAUGHTON, Bonnie
2007 Ordination

*OVERBO, Terry
2007 Ordination

*ROBBINS, Charlotte
2007 Ordination

*TOWERS, Crystal
2007 Ordination

*OLSON, Barbara
2007 Ordination

*RENG, Zechariah
2007 Ordination

*LEROUX, Donald
2007 Ordination

*BLAIR-MAGNUS, Elsie
2007 Ordination

*SMYTHE, Sally
2010 Ordination

*YEAGER, Alice
2010 Ordination

*NESS, Zanne
2011 Ordination

* denotes have recognized
ministry in the diocese.

NON-PAROCHIAL CLERGY

BLAIN, Judd H.
CHERRY, Charles Shuler
CHRISTENSEN, Bonniejean
COOMBER, Matthew
EDWARD, Gadi
GOKEY, Mary
HENDERSON, Harvey
LODU-KENYI, Alex
MCEWEN, Billy

RETIRED CLERGY

BROADHEAD, Alan
FAIRFIELD, Andrew H.
*HENLEY, Charles
HOPKINS, Harold A.
*LUGER, Virginia
PETERSON, John
*SCHULENBERG, George
SLANGER, George
STARKWEATHER, Betty
TWO BEARS, Neil
*JOHNSON, W. Kendall

POSTULANTS

Robert Allan
Peter Halbach
Sonja Keener
David Solheim

**The Forty-First Annual Convention of the
Episcopal Diocese of North Dakota
October 29, 2011
Bismarck, North Dakota**

The Forty-First Annual Convention of the Diocese of North Dakota was called to order with opening prayers led by the Rt. Rev. Michael Smith, Bishop of North Dakota, at 8:00 a.m. on Saturday, October 29, 2011, at the Radisson Hotel in Bismarck.

Bishop made convention committee appointments:

Dispatch of Business	Donna Pettit
Resolutions	Charlotte Robbins
Credentials	Beth Lipp
Nominations	Jamie Parsley
Future Conventions	Diocesan Council
Parliamentarian	Kristi Pettit Venhuizen
Tellers	Louie Abdilnour

The Bishop called on Donna Pettit (St. Paul's, Grand Forks), Dispatch of Business, to review the agenda for the morning's convention business.

Pettit called on Curt Olson (St. Peter's, Walhalla), vice president of Diocesan Council, for several announcements.

Pettit called on the Bishop to introduce visitors: the Bishop introduced Lelanda Lee from the Diocese of Colorado who serves on the Executive Council of the Episcopal Church and expressed thanks for her workshop presentation on Friday and for being with us at this convention.

The Bishop called on Deacon Beth Lipp (St. George's, Bismarck) for report of Credentials Committee. Lipp reported that 76 of a possible 108 lay delegates were present and 33 of a possible 41 clergy delegates were present; Lipp declared a quorum was present.

Pettit called on the Rev. Jamie Parsley (St. Stephen's, Fargo), chair for of the Nominations Committee, for a report. Parsley announced that Sandy Holbrook (St. Stephen's, Fargo) had been nominated and that Luann Baker (Gethsemane, Fargo) had been nominated for treasurer. The Bishop asked for additional nominations for secretary. There were none, and a motion was made to instruct the secretary to cast a unanimous ballot for Holbrook. Motion was seconded and passed. The Bishop asked for any additional nominations for treasurer. There were none, and a motion was made to instruct the secretary to cast a unanimous ballot for Baker. The motion was seconded and passed.

The Bishop called for approval of the minutes of the 2010 Annual Convention; a motion was made, seconded and passed to approve the minutes.

Pettit called Parsley to announce nominations for Standing Committee. Parsley reported that the Rev. Michael Johnson (St. John's, Moorhead) had been nominated for a three-year term in the clergy order. There were no additional nomination, and a motion was made, seconded and passed to instruct the secretary to cast a unanimous ballot for Johnson. Parsley announced that there were two nominations in the lay order for a three-year term: David Bailly (Gethsemane, Fargo) and Mark Raymond (St. Paul's, Grand Forks). The Bishop called for other nominations; there were none. The Bishop instructed delegates to cast their ballots.

Pettit announced that the next order of business was Resolution #1- Amendment to Diocesan Council Membership. The Rev. Bart Davis (Grace Church, Jamestown) made a motion to adopt Resolution #1 which would revise Diocesan Canon 5 as follows:

Resolved, that Canon 5, Section 1(b) of the Constitution and Canons of the Episcopal Diocese of North Dakota be amended as follows: "~~Three~~ Six members of the Diocesan Council must

be elected from each Region,” and Canon 11, Section 4 be amended as follows: “Each Regional Council shall elect ~~three~~ six members of the Diocesan Council, in the manner provided by Canon 5, Section 1(b).”

The motion was seconded.

The Bishop called on Tom Tudor (St. George’s, Bismarck) who made a motion to amend Resolution #1 by deleting the proposed amendment in its entirety and inserting the following:

Canon 5, Section 1(b) is amended as follows:

~~(b) Three members of the Diocesan Council must be~~ There shall be six members elected at the Annual Convention from each Region. ~~Each Region, at the Annual Convention, shall elect one member to serve a term of office, each of whom shall serve for a term~~ of three years. ~~Every Member of the Clergy and every Adult Communicant in Good Standing from a Congregation within a Region present at the Annual Convention are eligible to vote in the election for that Region. If a Region fails to hold an election at the Annual Convention, and if there is no Regional Council for that Region, the Bishop may appoint a qualified Layperson or Member of the Clergy from that Region to the Diocesan Council for the Three-year term.~~ The Convention must vote by Region and delegates may vote only for candidates from Congregations within their Region. The terms shall be classified so that two members from each Region are elected at each Annual Convention. No member may serve more than two consecutive full terms. In the event of a vacancy, ~~a Regional Council or the Bishop, as appropriate,~~ may appoint a member from a Congregation within the Region to serve the remainder of the term. ~~A member elected or appointed to the Diocesan Council from a Region may not serve more than two consecutive full terms~~ Canon 11, section 4 is deleted.

The motion was seconded. Tudor explained the rationale and implications of his proposed amendment. Tudor noted that the major implication would be to allow only convention delegates to vote for regional Diocesan Council representatives and only for representatives of their region. The proposed amendment was adopted by voice vote.

Discussion of the amended Resolution #1 followed. Davis requested that the voting be done by written ballot. The Bishop announced the voting procedure, and delegates cast their ballots.

The Bishop announced that Raymond had been elected for the three-year term on the Standing Committee in the lay order.

Pettit called on Holbrook who made a motion to adopt Resolution #3 - Policy on the Sexual Exploitation of Adults as proposed. The motion was seconded. Holbrook noted this policy has been developed in light of both our revised Diocesan Canon 14 on clergy discipline (2010) and the model policies developed and recommended by the Church Pension Group. The Bishop called for discussion; there was none and Resolution #3 was adopted on a voice vote.

Due to the length of Resolution #3, it is attached to these minutes as Attachment A.

Holbrook made a motion to adopt Resolution #2 - Amendment to Policy on the Protection of Children and Youth from Abuse. The proposed amendment would replace the current Part A. Reporting Inappropriate Behaviors or Policy Violations with Children and Youth in the section entitled Responding to Problems with the following language:

A. REPORTING INAPPROPRIATE BEHAVIORS OR POLICY VIOLATIONS WITH CHILDREN OR YOUTH

When Church Personnel observe any inappropriate behaviors that are inconsistent with the Guidelines for Appropriate Affection, or behaviors which may violate any provision of the Policies for Protection of Children and Youth from Abuse, they must immediately report their observations/concerns to one of the following:

- a diocesan intake officer (names are posted on the diocesan web site)
- the rector or clergy person in charge of the congregation

- the senior warden of the congregation
- the bishop

Examples of inappropriate behaviors or policy violations would be seeking private time with children or youth, taking children or youth on over-night trips without other adults, swearing or making suggestive comments to children or youth, or selecting or using staff or volunteers without the required screening.

Church Personnel are required to report any suspected or known policy violations to one of the individuals above. NOTE: One of the diocesan intake officers should be notified promptly of any suspected or known policy violation that is initially reported to any of the other persons listed above.

Reports may be made via any of the following:

- Telephone call
- Letter
- Email
- Fax
- In-person meeting
- Filing a "Notice of Concern" (a form is available at the Diocesan website or from the Diocesan Office)

All reports of inappropriate behavior or policy violations with children or youth will be taken seriously.

The motion was seconded and passed.

The Bishop announced the results of the vote on the amended Resolution #1: 78 - yes; 29 - no; 1 abstention so the amended Resolution #1 was adopted:

Canon 5, Section 1(b) is amended as follows:

(b) There shall be six members elected at the Annual Convention from each Region, each of whom shall serve for a term of three years. The Convention must vote by Region and delegates may vote only for candidates from Congregations within their Region. The terms shall be classified so that two members from each Region are elected at each Annual Convention. No member may serve more than two consecutive full terms. In the event of a vacancy, the Bishop may appoint a member from a Congregation within the Region to serve the remainder of the term.

Canon 11, section 4 is deleted.

The Bishop asked for a motion to realign congregations as listed below (and previously printed in pre-convention issue of The Sheaf in light of the adoption of Resolution #1:

East Region

Gethsemane, Fargo
St. Paul's, Grand Forks
Grace, Jamestown
St. John's, Moorhead
St. Stephen's, Fargo
St. Thomas, Fort Totten
Advent, Devils Lake
All Saints', Valley City
Ss. Mary and Mark, Oakes
St. Peter's, Walhalla
Good Shepherd, Lakota

West Region

St. George's, Bismarck
All Saints', Minot
St. Peter's, Williston
St. Luke's, Fort Yates
St. John's, Dickinson
St. Michael & All Angels, Cartwright
St. Sylvan's, Dunseith
St. James', Cannonball
Church of the Cross, Selfridge
St. Paul's, White Shield

He called on the Rev. Zanne Ness (St. George's, Bismarck), Canon Missioner for the West, and the Rev. Kevin Goodrich (Grace Church, Jamestown), Canon Missioner for the East, to conduct the west and east region meetings respectively long enough to achieve the election of regional chairs. He noted that the East Region should elect 2 persons to Diocesan Council, each for a 3-year term and 1 person for 2-year term. The West Region should elect 2 persons for 3-year terms and 1 person for a 2-year term. These elections would assure the rotation of Diocesan Council members from each region as described in the adopted Resolution #1.

Pettit called on Parsley for nominations for Episcopal Foundation for Ministry in Higher Education. Parsley noted that two 3-year terms are available but only one person had been nominated: Deacon Sally Smythe (All Saints', Minot). Deacon Elsie Magnus (St. Peter's, Walhalla) nominated Jeanne Woolwine (Gethsemane, Fargo). The Bishop asked the convention – due to the circumstances - to suspend the rules of order for elections to allow the Woolwine nomination since Woolwine did not have the nomination form completed and ready to be distributed to delegates as required by the rules of order for elections. The Bishop called for any additional nominations. There being none, there was a motion to instruct the secretary to case a unanimous ballot; the motion was seconded and passed.

Pettit called on Pat Fearing (All Saints', Valley City) for a United Thank Offering (UTO) report. She called attention to written report in the convention packets. She noted that \$628.39 was sent from the diocese to the national UTO. She pointed out that our diocese has received a total of \$232,657 in grants over eleven of the past twelve years and encouraged congregations to respond by giving generously to the UTO. She presented a certificate to representatives of St. Sylvan's; the certificate announces a \$50,000 UTO grant for the Rising Sun's Hope building construction there.

Pettit called on Magnus to report on "Elsie's Edibles." She announced that she was able to donate \$1500 to the Native American congregations and St. John's, Moorhead from the proceeds of her sales in 2010. She noted the edible products available for sale at the convention and urged people to return canning jars and jelly/jam glasses from previous sales to her for reuse.

Pettit called on Alice Hauan (St. Stephen's, Fargo) for a Church Periodical Club (CPC) report. Hauan noted the report she distributed to delegates and encouraged participation with an ingathering in each congregation during the coming year.

Pettit called on Johnson to make an announcement about the East African Scholarship Fund; he pointed out the information in the convention packets and described some of the African students who benefit from these scholarships. He noted the information and envelope for donations in convention packets.

Pettit called on Rosa Wilson (St. Luke's, Fort Yates) to make an announcement about the Niobrara Convocation that will be held next summer in North Dakota. Two star quilts are available for auction at the convention to help raise money for the convocation. The Bishop announced that Presiding Bishop Katharine Jefferts-Schori will be at the convocation; June 15 will be North Dakota night during the convocation. He reported that he has asked the Presiding Bishop to spend one or two additional days in the diocese, but that option will depend on her schedule.

Bishop pointed out the diocesan disciplinary board appointments made by Bishop in consultation with the Standing Committee; these appointments require ratification by convention. There was a motion made, seconded and passed to ratify these appointments:

Clergy appointments:

The Rev. Danny Whitehead (2012)
The Rev. Duane Fox (2013)
The Rev. Marianne Ell (2013)
The Rev. Bart Davis (2014)

Lay appointments:

Rosa Wilson (2012)
Jeanne Sorenson (2013)
Doug Goulding (2014)

The Bishop reported that the North Dakota Episcopal Foundation met yesterday. Terry Ness and Don Henderson indicated that they are willing to serve another term on the Board of the Foundation. A motion was made, seconded and passed to ratify their continued service.

Bishop announced that this year's convention offering will go to the United Thank Offering.

Convention adjourned to attend the convention Eucharist at St. George's.

Following lunch, convention delegates met in the newly constituted regions to elect the necessary number of representatives to Diocesan Council.

After the regional meetings, the full convention reconvened and Pettit called on Lipp for a report of the Credentials Committee. Lipp reported that of 108 possible lay delegates, 77 were present; of a possible 41 clergy delegates, 33 were present; she declared a quorum.

The Bishop offered special prayers for 5 young men who were in an automobile accident in Mandan early this morning; three died and two are in critical condition.

The Bishop called on the chairs of the two regions to report on their elections for Diocesan Council. In the West Region, regional chair Christie Iverson (St. George's, Bismarck) announced that the West Region had elected all 6 of their delegates after discussion and agreement by some continuing Diocesan Council representatives to resign the remainder of their terms. Louie Abdilnour (St. Peter's, Williston) and Wes Fox (St. Paul's, White Shield) were elected for 3-year terms; Leslie Ross (St. John's, Dickinson), and Terry Star (St. James', Cannon Ball) were elected for 2-year terms; and Mary Ann Henry (St. Sylvan's, Dunseith) and the Rev. Mike Horn (St. George's, Bismarck) were elected for 1-year terms.

In the East Region regional chair Woolwine announced that the Rev. Jim Shannon (St. Paul's, Grand Forks) and Linda Hokana (Sts. Mary and Mark) were elected for 3-year terms and Deacon Barb Olson (St. John's, Moorhead), for a 2-year term.

Pettit called on John Baird (St. Stephen's, Fargo) to present the 2012 budget. Baird reviewed the budget booklet provided in the convention packets. There was discussion about the continuing education items, and the Bishop commented on the benefits that the canon missionaries with advanced degrees can bring to the diocese in terms of developing ministries and providing theological education (School for Ministry). Baird – on behalf of the Diocesan Council – moved adoption of the budget as proposed. Motion was seconded and passed.

Baird commented briefly about the Guatemala Medical Mission sponsored by our diocese each year. He also showed pictures of a recent flood in Quetzaltenango, Guatemala, the city that serves as the base for the medical mission base.

Pettit called on Holbrook and Deacon Charlotte Robbins (Gethsemane, Fargo) for an MDG/ERD report. They announced that the mosquito net project for this past year had garnered (\$6708.83) to purchase 559 nets. They announced the coming year's project would continue to focus on the NetsforLife® Inspiration Fund, and the goal would be to raise enough money to purchase an additional 441 nets (\$5292) making a total of 1000 nets over the two-year period.

Pettit called on Canon John Floberg (Standing Rock Churches), diocesan Episcopal Relief & Development disaster coordinator, who talked about the Episcopal Relief & Development help received in this diocese in terms of disaster relief. Floberg reported about efforts – especially in Minot – to address damage created by the 2011 floods. He also reported the Episcopal Relief & Development will continue their support and assistance in rebuilding in Minot.

The Bishop announced next year's convention would be held October 19-20, 2012, at the Kelly Inn, Bismarck. Thereafter the convention will meet at the Radisson Hotel in Bismarck.

Pettit called on Robbins, chair of the Resolutions Committee, for Courtesy Resolutions. Robbins and Johnson offered the following resolutions:

RESOLVED, that the 41st convention of the Episcopal Diocese of North Dakota extends its appreciation and thanks to Lelanda Lee, who serves on The Episcopal Church's Executive Council and Colorado's Standing Committee and conducts Anti-Racism, Appreciative Inquiry and leadership training for the church; and also serves as The Episcopal Church's ecumenical partner to the

Evangelical Lutheran Church in America, for her “Appreciative Inquiry” workshops—her lively presentation helped us “get in touch with the best of who and what we’ve been and help us to build our future on our community’s wisdom and history.”

RESOLVED, that the 41st Convention of the Episcopal Diocese of North Dakota extends its gratitude and thanks to Leisha Woltjer for all her work in the planning, and implementation of all things necessary, including registration for this convention; and also to Sheila Butenhoff and the Rev. Jamie Parsley for assisting Leisha at convention.

RESOLVED, that the 41st Convention of the Episcopal Diocese of North Dakota communicates its thanks to the Diocesan Council and St. George’s Planning Committee for planning and guidance for this convention, with special thanks to Terry Ness for his guidance.

RESOLVED, that the 41st Convention of the Episcopal Diocese of North Dakota extends to the staff of the Radisson Hotel our appreciation for their outstanding service and hospitality during this Convention which has helped to make this Convention very enjoyable.

RESOLVED, that the 41st Convention of the Episcopal Diocese of North Dakota expresses its thanksgiving for all those who provided the spiritual leadership in our worship together, particularly all the members and staff at St. George’s, who have given of their time and talents to inspire us.

WHEREAS Bishop Michael, the Rev. Bart Davis, Mark Raymond, and the Rev. John Floberg provided information at the Regional Meetings prior to convention, and

WHEREAS a goodly number of clergy and delegates attended and participated in discussion at the meetings,

BE IT RESOLVED that the 41st Convention of the Diocese of North Dakota commend them for their efforts and attendance so that this convention could run efficiently.

WHEREAS the Rev. George and Joanne Slanger have faithfully served All Saints’ Minot, and the Diocese of North Dakota in many capacities,

BE IT RESOLVED that the 41st Convention of the Episcopal Diocese of North Dakota extend its heartfelt appreciation and thanksgiving for their many years of service and wish them well in their retirement.

WHEREAS John Baird has faithfully served as Treasurer of the Diocese of North Dakota, and provided informational and entertaining reports, with pictures, no less,

BE IT RESOLVED that the 41st Convention of the Episcopal Diocese of North Dakota extend its thanks and warm appreciation for his many years of service in this capacity.

RESOLVED that the 41st Convention of the Diocese of North Dakota extend its appreciation for the Safe Church Committee for their work on the resolution offered at this convention, and the arranging and teaching of the Safeguarding God’s People course at this convention, and to all of those communicants who attended the teaching to help make sure our gatherings are a safe place for all.

RESOLVED that the 41st Annual Convention of the Episcopal Diocese of North Dakota expresses appreciation to all individuals, and organizations that provided information and/or products for the education and nourishment of our minds and bodies with display tables at this convention.

WHEREAS outgoing members Wes Fox, Liz Overbo, and the Rev. Jim Shannon have faithfully served on Diocesan Council,

BE IT RESOLVED that the 41st Annual Convention of the Episcopal Diocese of North Dakota expresses its thanks and appreciation for their years of service.

WHEREAS outgoing members Mark Raymond, and the Rev. Mike Johnson served out the unexpired terms of two previous Standing Committee members,

BE IT RESOLVED that the 41st Annual Convention of the Episcopal Church expresses its thanks

and appreciation for their filling out those terms.


RESOLVED that the 41st Convention of the Diocese of North Dakota sends its greetings to former Bishops and their wives—the Rt. Rev. Harold and Nancy Hopkins, and the Rt. Rev. Andrew and Sally Fairfield—to express gratitude and thanksgiving for their spiritual guidance and leadership.

RESOLVED that the 41st Convention of the Diocese of North Dakota sends thanks and appreciation to the Diocese of Western Louisiana for their gift of \$10,000 for flood relief in North Dakota.

Pettit called on Carmine Goodhouse (St. Luke's, Fort Yates) for a point of personal privilege. Goodhouse noted that October is clergy appreciation month and asked for her family to come to the microphone. Her brother, his wife and his son sang a song to honor clergy; the song was one that he composed originally to honor women with breast cancer.

The Bishop led closing prayer and gave a final blessing. A motion was made, seconded and passed to adjourn the 41st Annual Convention.

Respectfully submitted,

A handwritten signature in black ink that reads "Sandra Holbrook". The signature is written in a cursive, flowing style with a long horizontal line extending from the end of the name.

Sandra Holbrook
Secretary for Convention



EPISCOPAL DIOCESE OF NORTH DAKOTA

2012 Budget Proposal and 2011 Treasurer's Report
Presented to Diocesan Convention
Bismarck, October 28-29, 2011

The Episcopal Diocese of North Dakota

Proposed 2012 Budget

Finance Reports 2010 & 2011 through September 30, 2011

The ministry of the Episcopal Diocese of North Dakota is carried out by all the members of the Diocese. Our annual budget outlines how we wish to spend our money to support our ministry. However, the numbers do not tell the whole story. The life of the church is represented by the people, individuals and in community, working as instruments of God's Peace and Love.

As a way to visualize the budget in another way, I will again present the numbers divided into three areas defined by our mission statement – Support of Ministry, Local Leadership Training, and Evangelism. The traditional line item format of the budget is at the end of the booklet. Now, I will highlight a few points about the 2012 budget.

2012 PROPOSED BUDGET

The 2012 proposed budget is being presented by Diocesan Council for approval of the Diocesan Convention. Chairs of committees appointed by the Bishop were asked to submit requests for the 2012 budget. The Finance Committee used this information and other projections of income and expenses to develop the proposed budget that Council approved and is presenting.

The total budget is \$596,838.31, which is decreased by \$7,011.15 from the budget approved for 2011. The majority of the decrease in income is due to drawing a lower percent on our investment funds. The decrease in expenditures is primarily represented by a decrease in programming expense and administrative expenses.

2012 INCOME

Line 2: Congregations are being asked for 20% of their operating revenue as Our Fair Share to support the work of the Diocese in 2012. This percentage remains the same as in 2011, 2010 and 2009 and is a decrease from 20.5% in 2008 and 21% in 2007.

Line 3: Annually, we draw a percentage of the average of the previous 3 years market value of our Smith Barney investments. For 2012 we plan to draw 5.25%, which is a decrease from 2011 when we drew 7.25% for the first 2.5 months and 5% for 9.5 months. We are able to decrease our draw on investments due to Bishop Michael serving as 62% time Dean for Gethsemane Cathedral.

In prior years we have drawn as high as 8.5%. Diocesan Council's policy is to spend no more than 8.5% and to work towards a 5% draw from investments, which is a recommended industry average.

Line 5: The Diocese will receive \$145,000 per year for the triennium (2010-2012) to support Native American ministry. This was passed at General Convention in Anaheim in 2009.

Line 7: The Diocese will receive \$79,341.79 from Gethsemane for Bishop Michael's time serving as Dean.

Line 8: \$6,500 from certain reserve funds to help offset expenses for Continuing Ed., Clergy/School for Ministry and Youth Ministry (lines 35 and 36).

Line 11: This is income from Youth Retreat registrations. The proposed budget number is based on actual past retreats. The income goes to offset the expenses of Youth Retreats (line 35).

Line 12: This income is from Diocesan Convention registrations. The proposed budget number is based on actual past conventions and goes to offset expenses of Convention (line 189).

Line 13: This is income from our mineral leases. For 2012, Diocesan Council decided to use \$4,000 from the oil & gas lease in Williams County, Twp. 158N R 96 leased in 2011 (total lease of \$12,840, \$4,000 used in 2011). The remainder of the income from this lease is being held for use the 2013 budget.

2012 EXPENDITURES

Line 21: The Episcopal Church funding formula asks dioceses to pay 20% (reduced from 21% in 2010) of net operating income earned two years prior to the budget year, with the first \$120,000 and the \$145,000 General Convention Grant exempted. The Episcopal Church finance office requests that dioceses that are not able to fulfill the 20% assessment, increase by 1% each year. In 2009 we paid \$53,832 (10%) and in 2010, we paid \$55,258 (9.6%). In 2011 the diocese is paying 10.6% which is \$42,201. If we remain at 10.6% in 2012, we will pay \$33,696. If we increase by 1% to 11.6% for 2012 we will pay \$36,875. If we were to pay the full 20% asked, our assessment would be \$63,578.

Line 22: Money set aside for period of three years for General Convention expenses. The next General Convention will be held in Indianapolis, IN from July 5-12, 2012. It has been reduced from 11 days to 8. At the 2010 Diocesan Convention, it was voted to send 4 clergy delegates, 4 lay delegates, plus bishop.

Breakdown of the estimated GC Costs per person:

Hotel:	\$1,250 (10 nights, 1 room)
Airfare:	\$500 per person (average)
Registration:	\$400 per person
Per Diem:	\$488 (\$61 per day, per person)
Total:	\$2,638(round upto \$2,650 per person)

We will be sending 4 clergy and 4 lay delegates and bishop, so we need a total of \$23,850. By the end of 2011 there will be \$13,700 in the General Convention reserve fund. To ensure there is enough in the reserve to send 4 & 4 plus bishop we need to budget \$10,150 for 2012.

Line 23: This is an assessment that is paid to Province VI quarterly.

Line 24: The average cost of Province VI Synod meetings over the last four years was \$3,200 (sending four delegates). Two delegates were sent in 2010, the Province VI Synod meeting was canceled for 2011. There will be \$5,000 in the

reserve fund by the end of 2011. The diocese will use the amount in the reserve fund to send delegates to synod.

Line 25: Budgeted amount goes into a reserve fund to pay the expenses of the bishop and spouse's attendance at Lambeth Conference, which meets every ten years.

Line 26: The Diocese supports the work of the North Dakota Conference of Churches with an annual pledge.

Line 27: The Diocese will be hosting the Niobrara Convocation in 2012. The Presiding Bishop will be attending and visiting other areas in the Diocese. At this time exact expenses are unknown, but we need a budgeted amount to work with to pay for the Presiding Bishop's visit.

Lines 30-49: The Program line items largely reflect what was requested by the committee chairs. Some small adjustments were made in requests to balance the budget. CM (Staff) Doctoral Studies line item, line 37, was divided among those receiving this support in the Salary & Benefits section.

Lines 51-165: Stipends and salaries are based on an annual step increase of 0.25% plus a Cost of Living Adjustment, which has been set at 3% for 2012. Family medical/dental/vision insurance and a \$25,000 term life insurance policy are provided for the bishop, clergy employed by the diocese, and diocesan office staff. The amounts budgeted allow for a 10% increase in health insurance premiums for 2012. Blue Cross/Blue Shield will not determine 2012 premiums until sometime in October; however, an increase of 8-10% or higher is an estimate from our representative. Life insurance premiums remain the same. The Employee Assistance Program (EAP) was enrolled in 2011 and added to the 2012 budget.

The bishop's salary and benefits are supported 38% by the diocese and 62% by Gethsemane for his time serving as Dean of the Cathedral. The position of Executive Assistant to the Bishop was changed to Communications Officer and decreased from 40% to 25% time.

Lines 60-66: These line items are for program expenses used by the bishop. It includes hospitality, automobile purchase, travel expense and a monthly budget amount for the discretionary fund.

Lines 168, 171-177: Repairs and insurance for Native American churches. Funded by the General Convention Grant for Native American ministries.

Line 169: Budgeted amount used for insurance and repairs for Canon Missioner's rectory in Bismarck.

Line 181-186: NDCIM General Expenses include meeting expenses (Convocation), administrative costs, convention expenses and office expenses.

Line 189: The proposed budget amount is based on the actual cost of the 2010 convention. Expenses are offset by Event Income (Line 12).

Lines 190-193: The proposed budget amount is based on the actual cost of meetings and other expenses.

Lines 195-213: Includes office supplies, smaller equipment maintenance, postage, printing, internet, copy machine, etc. Proposed budget amount is based on actual 2010 with slight adjustments to balance the budget. Per Church Insurance Agency, some of our insurance premiums will decrease slightly and some will slightly increase. The Diocese and Gethsemane Cathedral entered into a new lease agreement January 1, 2007, for office space occupied by the Diocese. Lease payments decreased over time until in 2012 they are to be \$0. If utility costs exceed 125% of budget, the Diocese will pay 5% of the excess costs. In early 2011 in response to a request from Gethsemane, office rent was paid at an increased amount, compared to the 2007 agreement, with one year of \$14,000.

2010 FINANCIAL HIGHLIGHTS

Income: The Diocese received \$222,525.55 in Our Fair Share payments, which is \$1,354.45 less than budgeted. This could be attributed to a decline in congregational giving due to the economy. We

budgeted to take \$227,569 of investment fund transfers; however, only needed to take \$200,000, which is 6.61% compared to 7.5% budgeted. General convention grant came in as budgeted. Our royalty income (mineral leases) did quite good for 2010. We budgeted \$1,000 and received in \$4,300 in royalties. We also received \$5,205 in rental income that was not budgeted (Devils Lake rectory). A few of our smaller income line items came in quite a bit under budget:

- Sheaf Donations – solicitation of donations was not as active.
- Youth Program Income – October retreat was cancel due to inclement weather.
- Convention Income – not as many attendees.

Expenses:

- Extra-Diocesan – Amounts are as budgeted. These are either set amounts or go into reserve funds, where they are expended.
- Program – This section is under budget by \$20,211. Several committees and programs did not spend as much or nothing at all that was budgeted.
- Salary & Benefits – Amounts are as budgeted.
- Congregational support - This section is slightly over budget due property insurance premiums and repairs to the Devils Lake Rectory.
- Administrative Expenses – This section is slightly under budget
- Bottom line – is a net loss of (\$346.18).

Investments: Our Smith Barney investments are starting to recover after the losses we experienced with the national economic downturn. The market value of our investment account as of December 31, 2010 is \$2,664,151.80. As a comparison, the market value at year end over the past years has been:

2010 - \$2,664,152	2009 - \$2,582,247
2008 - \$2,330,217	2007 - \$3,388,348
2006 - \$3,354,237	2005 - \$3,151,121
2004 - \$3,392,893	2003 - \$3,349,553
2002 - \$3,002,577	2001 - \$3,412,484
2000 - \$3,973,639	1999 - \$3,669,387
1998 - \$3,079,607	1997 - \$2,584,426
1996 - \$2,223,199	1995 - \$1,902,180

2011 FINANCES TO DATE

In May 2011 Diocesan Council revised the budget that was originally approved by Convention in response to changing circumstances. With the departure of the Dean from Gethsemane the Bishop assumed those duties for a trial period at approximately two thirds time (62%) as Dean and one third time (38%) as Bishop.

The Executive Assistant to the Bishop position was changed to Communications Officer and reduced from 40% to 25% time. A one year rent agreement was made with Gethsemane and payment for part of a receptionist position was added. Other adjustments that were then known were made including health insurance was adjusted to actual cost. A severance package for the priest in Moorhead was agreed to while continuing to support St. John's budget. Changes were made due to sale of the house in Devils Lake, and other smaller changes to make the budget balance.

Income was changed to include payments from Gethsemane for Bishop Michael's time, increased royalty income, the end of rental income for the house in Devils Lake, a decrease of investment draw from 7.25% to 5%, and a pledge from All Saints' Minot for support of the budget. The total 2011 budget as revised is approximately \$13,500 higher than approved by last year's Convention and \$2,400 less than the 2010 budget.

As of September 31, 2011 the Diocese has received \$133,458.95 in Our Fair Share, which is 61.07% of budget. This amount is up from last year at this time about 15%. We have transferred only 33% of our 2011 budgeted amount from investments. The other income and expense items are tracking at the levels they should for this time of year. The bottom line of -\$83,733.38 is higher than where we were at last year at this time (-\$69,623.69); however it still should be made up at year end by OFS and investment transfers.

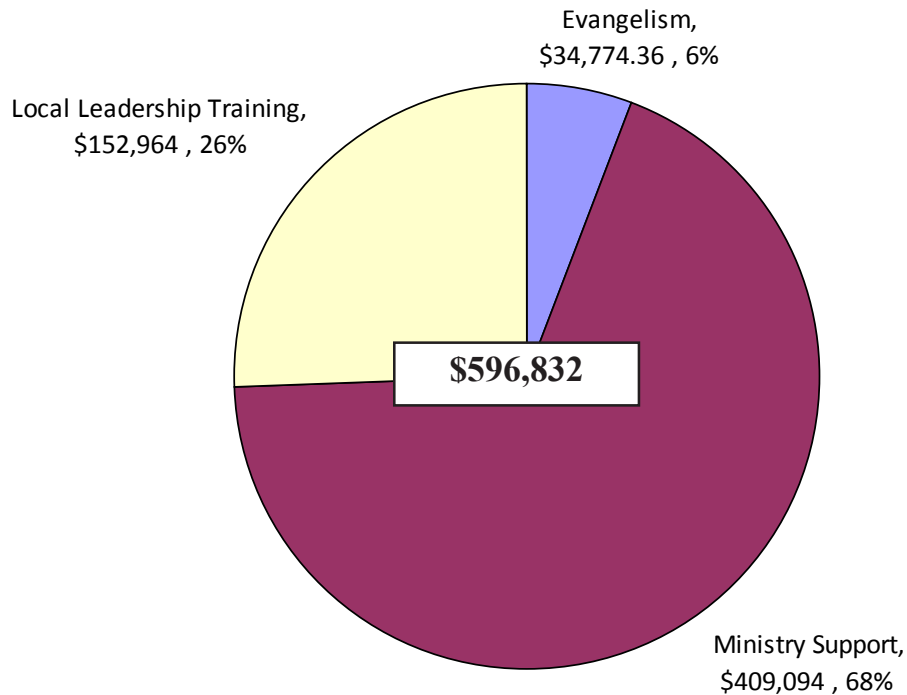
The Standing Committee sold the Canon Missioner's house in Devils Lake for \$87,500. The proceeds of the sale, after paying off the mortgage and closing costs, was deposited into the Real Estate Fund.

The market value of our investment account as of September 30, 2011 is \$2,416,441.71.

PLANNED GIVING

We would like to continue encouraging people to remember the Diocese in your end of life planning and consider various options for planned giving. We can provide more details to anyone interested in exploring ways to give gifts to support the mission of our diocese. Our last capital campaign was 1995 to 1998. We have talked about the possibility of another campaign and will be looking at the feasibility of a campaign.

Proposed 2012 Expenditures



To illustrate how our 2012 Budget supports the work of the Diocese it is divided into 3 overarching areas. Each area includes budgeted line items and an estimate of administrative time and resources devoted to that area. The 3 areas are:

- I. Support of Ministry
- II. Local Leadership Training
- III. Evangelism

I. Ministry Support - \$409,094

Ministry Support is divided into three main areas in our budget:

A. Support of Ministry in North Dakota and the World	\$ 66,635
B. Congregational Ministry Support	\$185,911
C. Administrative Expenses for Ministry Support	\$156,548

A. Support of Ministry in North Dakota and the World: \$66,635

This year's contribution to the national Episcopal Church increased by 1% over last year, giving 11.6% of our net operating income in 2010. We accumulate reserve funds over three years for General Convention expenses and over ten years for the bishop and spouse to attend Lambeth Conference. The General Convention Deputies budget item is put into a reserve and will be available to send four lay and four clergy deputies plus bishop to General Convention in 2012. The Diocese participates in Province Synod activities. The Diocese will be hosting the Niobrara Convocation in 2012. The Presiding Bishop will be attending and visiting other areas in the Diocese.

21	National Church Program	\$36,875
22	General Convention Deputies	\$10,150
23	Province VI Assessment	\$2,200
24	Province VI Synod Deputies	\$0
25	Lambeth Conference	\$1,000
27	Presiding Bishop's Visit/Niobrara Convocation	\$5,000
	<i>Subtotal</i>	<i>\$55,225</i>

We participate, along with other churches of many denominations, in the North Dakota Conference of Churches. Our support of mission is demonstrated by our partnership with Lutheran Social Services to resettle refugees, as well as our support of the Medical/Dental Mission to Guatemala. The East African Mission raises money to provide scholarships for Sudanese and Rwandan high school and college students. All of these support the Millennium Development Goals.

26	ND Conference of Churches	\$500
44	East African Mission/MDG	\$2,500
45	Guatemala Mission/MDG	\$2,500
47	Other Outreach (MDG Advocacy)	\$910
48	Refugee Resettlement	\$5,000
	<i>Subtotal</i>	<i>\$11,410</i>

B. Congregational Ministry Support: \$185,911

We support the budgets of five of the six Native American Congregations by paying their insurance premiums.

172	Cannon Ball	\$3,230
173	Dunseith	\$1,920
174	Ft. Totten	\$2,890
175	Ft. Yates	\$4,860
176	White Shield	\$3,310
177	Camp Gabriel	\$6,317
	<i>Subtotal</i>	<i>\$22,527</i>

The Native American congregations are served by part-time clergy positions. The Rev. Canon John Floberg lives in Bismarck and with $\frac{3}{4}$ of his time serves St. Luke's-Ft. Yates, St. James'-Cannon Ball, Church of the Cross-Selfridge and St. Sylvan's-Dunseith. The Rev. Lindsey Dwarf assists on Standing Rock and lives in the rectory in Ft. Yates. The Rev. Sloane Floberg assists on Standing Rock. Her compensation and benefits are paid with donated funds. The Rev. Canon Kevin Goodrich, OP, with a portion of his time, serves St. Thomas-Fort Totten, Church of the Good Shepherd-Lakota and Church of the Adven-Devils Lake. The Rev. Canon Zanne Ness serves a portion of time at St. Paul's-White Shield. The Rev. W. Duane Fox, Sr. serves St. Paul's-White Shield at $\frac{1}{4}$ time. The Diocese has an ecumenical partnership for St. Sylvan's, Dunseith. The Diocese also helps to partially support the ministry at St. John's Church in Moorhead.

82-86	Canon Missioner NDCIM Stipend & Benefits	\$62,483
87-88	Canon Missioner NDCIM Travel & Continuing Ed.	\$14,875
92-96	Canon Missioner East Stipend & Benefits	\$4,796
97-98	Canon Missioner East Travel & Continuing Ed.	\$2,090
102-104	Canon Missioner West Stipend & Benefits	\$1,646
105-106	Canon Missioner West Travel & Continuing Ed.	\$469
126-128	Ft. Yates Assisting Priest Stipend & Benefits	\$5,996

132-134	White Shield Priest Stipend & Benefits	\$14,752
135	White Shield Priest Travel	\$2,000
110-114	Dunseith Priest	\$8,847
43	Sudanese Ministry	\$7,000
	<i>Subtotal</i>	<i>\$124,954</i>

Our communication tools include the The Sheaf, a Diocesan blog <http://www.episcopal-nd.blogspot.com/>, the Bishop's blog <http://ndbishop.blogspot.com/>, a web page <http://www.ndepiscopal.org/> and regular e-mails. The Rev. Jamie Parsley is Communications Officer. The Stewardship and Safe Church committees as well as the Episcopal Relief and Development team all provide information and assistance to congregations.

31	Communication	\$3,720
34	Stewardship	\$3,250
46	ERD Network	\$500
39	Safe Church Committee	\$625
	<i>Subtotal</i>	<i>\$8,095</i>

This is our fifth year experimenting with having a one-day Diocesan Convention, starting Friday evening and ending late Saturday afternoon. Members of the diocese are elected or appointed to the Standing Committee, Diocesan Council, Finance Committee, Canons Committee, North Dakota Council of Indian Ministries, and other administrative committees. They meet periodically throughout the year with travel, lodging and meal expenses paid.

189	Convention	\$7,300
190	Diocesan Council/Standing Committee	\$10,000
191	Mission Strategy Committee	\$0
192	Other Administrative Meetings	\$1,000
182-185	NDCIM General Expense	\$6,900
	<i>Subtotal</i>	<i>\$25,200</i>

Beginning in 2006, the diocese pays the premiums for a \$5,000 group term life insurance policy for employees who have retired. We pay moving and interview expenses for diocesan clergy and also assist churches, when necessary, to fund clergy interview and moving expenditures.

170	Move/Interview Mission Clergy	\$0
208	Retiree Life Insurance	\$637

Repair of Indian buildings and expenses for Diocesan owned vehicles are budgeted, and any excess is kept in reserve funds for more major improvements.

168	Indian Property Repairs	\$4,500
212	Auto Expense	\$0

C. Administrative Expenses for Ministry Support: \$156,548

The Bishop makes regular visits to each congregation each year. He also spends much of his time in direct contact with the members of the diocese and is the chief pastor, offering spiritual support and instruction. The diocesan office staff assists the Bishop in his work and also spends time assisting individuals and congregations. A rough estimate of the time and resources spent in support of ministry is 60%.

68	60% of Episcopate	\$90,583
163	60% of Office Staff	\$46,607
195-207, 209-211, 213	60% of Office Expenses	\$19,359

II. Local Leadership Training - \$152,964

A. Local Leadership Training Budget Items: \$74,690

Canon Missioners serve as part of the Bishop's staff to assist in the ministry of diocesan oversight. They may serve as priest-in-charge for congregations without a resident clergy person and act as mentor and trainer for ministry teams. The Rev. Canon Zanne Ness serves 1/4 time in the West Region. The Rev. Canon Kevin Goodrich, OP is 1/4 time Canon Missioner for the East Region and Priest in Charge at Grace Church, Jamestown. The Rev. Canon John Floberg serves three congregations on the Standing Rock Reservation (3/4 time) and Canon Missioner of the Central Region (1/4 time). Travel and \$60 per month toward cell phone expense are paid for Canon Missioners Central and East. Also, the diocese owns a house in Bismarck, which is used by clergy, and pays the property/liability insurance.

72-76	Canon Missioner Central Stipend & Benefits	\$20,828
77-78	Canon Missioner Central Travel & Continuing Ed.	\$5,885
92-96	Canon Missioner East Stipend & Benefits	\$14,387
97-98	Canon Missioner East Travel & Continuing Ed.	\$6,270
102-104	Canon Missioner West Stipend & Benefits	\$11,519
105-106	Canon Missioner West Travel & Continuing Ed.	\$3,281
168	CM House Insurance/Repairs	\$2,820
	<i>Subtotal</i>	<i>\$64,990</i>

North Dakota School for Ministry is an important part of continuing education for the Diocesan clergy. Diocesan retreats for clergy and laity are held during the year as an opportunity for training and discerning calls to ministry, either lay or ordained. Seminars and conferences are held at Assumption Abbey in Richardton and around the diocese. The budgeted amount for this program is partially supplemented by money transferred from a reserve fund. Office staff attends national conferences where they meet with their colleagues from other dioceses.

36	Continuing Ed., Clergy/School for Ministry	\$7,200
37	CM Doctoral Studies	\$0

The Commission on Ministry works with Standing Committee and assists the Bishop in providing for the development and affirmation of individuals seeking ordination.

31	Commission on Ministry	\$2,500
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B. Administrative Expenses for Leadership Training: \$78,274

The Bishop spends part of his time in education and guidance of individuals and congregations in the diocese. He works to encourage and help train leadership teams. The support of the office and staff free him to do this work. An estimate of the time and resources spent in local leadership training is 30%.

68	30% of Episcopate	\$45,291
163	30% of Office Staff	\$23,303
195-207, 209-211, 213	30% of Office Expenses	\$9,680

III. Evangelism - \$34,774

A. Evangelism Budget Items: \$8,683

The Evangelism Committee attempts to stimulate and support congregational efforts to spread the Word of God. Programs are held in the Diocese and church plantings are explored.

33	Evangelism	\$500
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The Diocesan youth and campus ministry committees are strengthening existing youth ministries in congregations and develop an Episcopal presence on college campuses, conduct Diocesan youth events and retreats, train youth ministry leaders, and enable young people to experience a deeper awareness of Christ's presence in their lives. Grace Church has a campus ministry at Jamestown College. Several youth camps are held each summer at St. Gabriel's Camp on the Standing Rock Reservation. The Revs. John and Sloane Floberg, along with their assisting clergy, coordinate the camps. The Episcopal Foundation for Ministry in Higher Education provides scholarships for Episcopal college students, funds projects, and is being asked to support our Diocesan campus ministry.

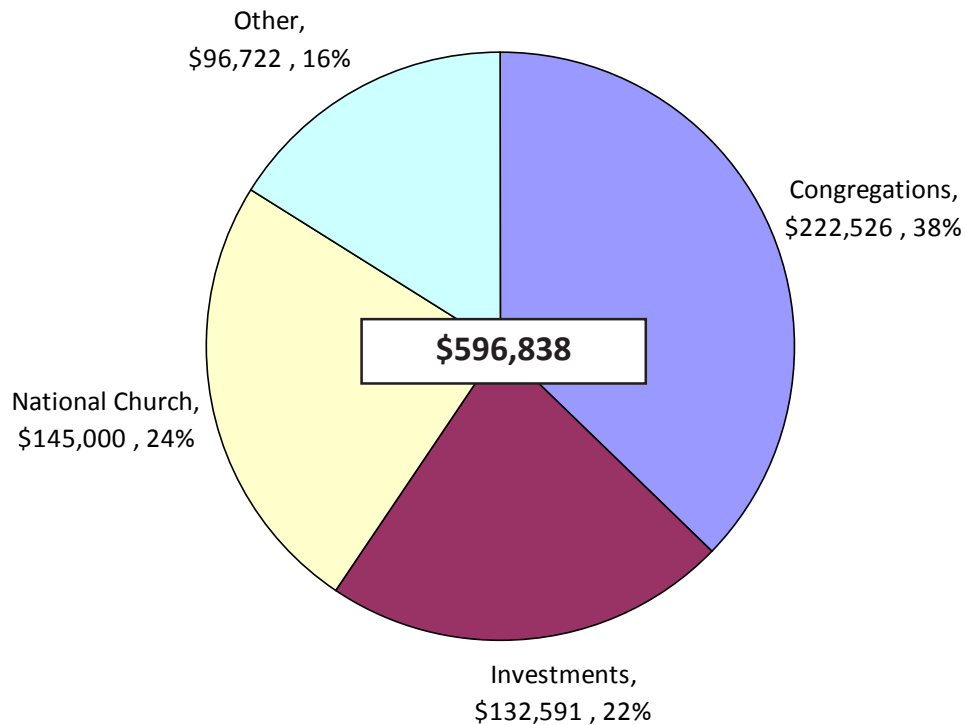
35	Youth Program	\$4,500
40	Campus Ministry	\$0
41	Camp Gabriel	\$3,683
	<i>Subtotal</i>	<i>\$8,183</i>

B. Administrative Expenses for Evangelism: \$26,091

A rough estimate for time and expenses spent on Evangelism is 10%.

68	10% of Episcopate	\$15,097
163	10% of Office Staff	\$7,768
195-207, 209-211, 213	10% of Office Expenses	\$3,227

Proposed 2012 Income



Our Fair Share Quota

In the early 1990's congregations were asked to pay 24% of their net disposable income to the diocese. The OFS was decreased to 22% in 1996, 21% in 2007, and 20.5% in 2008. For 2012 congregations are being asked for 20% (same as 2009 - 2011) of their operating revenue to support the Diocese.

2	Our Fair Share (20%)	\$222,526
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Trust and Endowment Fund

We currently have around \$2.4 million invested through Smith-Barney. Income and capital gains from those funds are available to support the budget. We have used as much as 9% of the value of our investments to balance the budget in prior years. The percentage draw on investments is gradually being decreased in an effort to maintain the value of our funds and to offset inflation. For 2012 we have budgeted 5.25% of the average of the three prior years' year-end value.

3	Investment Fund Transfers (5.25%)	\$132,591
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National Church

General Convention allocates a Diocesan Grant to support Native American ministry.

5	General Convention Grant	\$145,000
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Other Designated and Undesignated Income

For 2012 we are transferring money from certain reserve funds for the Continuing Ed., Clergy/School for Ministry and Youth Programs. Bishop Michael will be employed as Dean of the Cathedral at 62% time. We receive registration for Diocesan Convention and Youth Retreats, donations are accepted for *The Sheaf*, and we receive royalties for our mineral lease.

6-15	Other Income	\$96,722
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**Episcopal Diocese of North Dakota
Proposed Budget 2012**

	A	B	C	D	E	F
Description	Actual 2010	Approved Budget 2010	Convention Approved Budget 2011	Revised Budget 2011- Approved May 2011	YTD Actual 9-30-11	Proposed Budget 2012
1 INCOME						
2 Congregations - Our Fair Share (20%)	\$ 222,525.55	\$ 223,880	\$ 218,527	\$ 218,527	\$ 133,458.95	\$ 222,526
2a OFS Prior Year	\$ 198.40	\$ -	\$ -	\$ -	\$ -	\$ -
3 Investment Fund Transfers (5.25%)	\$ 200,000.00	\$ 227,569	\$ 200,603	\$ 151,317	\$ 50,000.00	\$ 132,591
4 Other Interest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5 General Convention Grant	\$ 144,999.96	\$ 145,000	\$ 145,000	\$ 145,000	\$ 108,749.97	\$ 145,000
6 Undesignated Gifts	\$ 150.00	\$ 500	\$ -	\$ -	\$ -	\$ -
7 Bishop Additional Employment	\$ -	\$ -	\$ -	\$ 59,330	\$ 41,145.72	\$ 79,342
8 From Designated Funds	\$ 2,000.00	\$ 2,000	\$ 11,845	\$ 11,845	\$ 8,883.99	\$ 6,500
9 Rental Income	\$ 5,205.00	\$ -	\$ 7,800	\$ 1,300	\$ 1,300.00	\$ -
10 Sheaf Donations	\$ 45.00	\$ 500	\$ 300	\$ 300	\$ 95.00	\$ 300
11 Youth Program Income	\$ 640.00	\$ 2,000	\$ 1,280	\$ 1,280	\$ -	\$ 1,280
12 Convention Income	\$ 3,480.00	\$ 3,800	\$ 3,350	\$ 3,350	\$ 1,520.00	\$ 3,500
13 Royalty Income	\$ 4,308.42	\$ 1,000	\$ 1,600	\$ 5,600	\$ 8,069.89	\$ 5,800
14 NDEF Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15 All Saints' Minot Pledge	\$ -	\$ -	\$ -	\$ 6,000	\$ -	\$ -
16 TOTAL INCOME	\$ 583,552.33	\$ 606,249	\$ 590,305	\$ 603,849	\$ 353,223.52	\$ 596,838
17 EXPENDITURES						
18 Extra-Diocesan						
20 National Church Program	\$ 55,258.00	\$ 55,258	\$ 42,201	\$ 42,201	\$ 31,650.75	\$ 36,875
22 General Convention Deputies	\$ 7,000.00	\$ 7,000	\$ 8,350	\$ 8,350	\$ 6,262.47	\$ 10,150
23 Province VI Assessment	\$ 2,200.00	\$ 2,200	\$ 2,200	\$ 2,200	\$ 1,650.00	\$ 2,200
24 Province VI Synod Deputies	\$ 1,600.00	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,199.97	\$ -
25 Lambeth Conference	\$ 1,000.00	\$ 1,000	\$ 1,000	\$ 1,000	\$ 749.97	\$ 1,000
26 ND Conference of Churches	\$ 1,500.00	\$ 1,500	\$ 1,500	\$ 500	\$ 375.00	\$ 500
27 Presiding Bishop's Visit/Niobrara Convocation						\$ 5,000
28 Total Extra-Diocesan	\$ 68,558.00	\$ 68,558	\$ 56,851	\$ 55,851	\$ 41,888.16	\$ 55,725
29 Program						
30 Communication	\$ 3,035.94	\$ 4,450	\$ 4,600	\$ 3,655	\$ 540.83	\$ 3,720
32 Commission on Ministry	\$ 2,073.03	\$ 3,500	\$ 2,500	\$ 2,500	\$ 364.47	\$ 2,500
33 Evangelism	\$ 475.62	\$ 1,000	\$ 500	\$ 500	\$ 399.45	\$ 500
34 Stewardship	\$ 2,061.00	\$ 2,000	\$ 2,350	\$ 2,350	\$ 3,038.73	\$ 3,250
35 Youth Program	\$ 2,408.08	\$ 6,500	\$ 5,000	\$ 4,500	\$ 4,500.00	\$ 4,500
36 Continuing Ed., Clergy/School for Ministry	\$ 5,193.03	\$ 15,000	\$ 10,000	\$ 10,000	\$ 6,307.14	\$ 7,200
37 CM (Staff) Doctoral Studies	\$ 7,573.11	\$ 8,400	\$ 4,845	\$ 4,845	\$ 3,634.02	\$ -
38 Anti-Racism Committee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
39 Safe Church Committee	\$ -	\$ 2,100	\$ 1,900	\$ 1,900	\$ 139.00	\$ 625
40 Campus Ministry	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
41 Camp Gabriel	\$ 3,798.00	\$ 3,798	\$ 3,683	\$ 3,683	\$ 1,841.50	\$ 3,683
42 Outreach						
43 Sudanese Ministry	\$ 7,000.00	\$ 7,000	\$ 7,000	\$ 7,000	\$ 5,249.97	\$ 7,000
43a Alex's Severance				\$ 4,300	\$ 4,300.00	\$ -
44 East African Mission/MDG	\$ 2,500.00	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,874.97	\$ 2,500
45 Guatemala Mission/MDG	\$ 2,500.00	\$ 2,500	\$ 2,500	\$ 2,500	\$ 1,874.97	\$ 2,500
46 ERD Network	\$ 500.00	\$ 500	\$ 500	\$ 500	\$ 375.03	\$ 500
47 MDG Advocacy	\$ 18.67	\$ 100	\$ 510	\$ 510	\$ -	\$ 910
48 Refugee Resettlement	\$ 5,000.00	\$ 5,000	\$ 5,000	\$ 5,000	\$ 3,750.03	\$ 5,000
49 Total Program	\$ 44,136.48	\$ 64,348	\$ 53,388	\$ 56,243	\$ 38,190.11	\$ 44,388
50 Salary & Benefits						
51 Episcopate (Michael Smith)						
52 Stipend	\$ 76,745.00	\$ 76,745	\$ 78,614	\$ 78,614	\$ 58,960.52	\$ 87,494
54 Housing/Utilities	\$ 6,120.00	\$ 6,120	\$ 6,120	\$ 6,120	\$ 4,590.00	\$ -
55 Pension	\$ 14,915.76	\$ 14,916	\$ 15,252	\$ 15,252	\$ 11,439.09	\$ 15,749
56 Medical/Life Insurance	\$ 15,903.60	\$ 15,945	\$ 16,416	\$ 17,952	\$ 14,960.00	\$ 19,728

Episcopal Diocese of North Dakota
Proposed Budget 2012

	A	B	C	D	E	F
	Actual 2010	Approved Budget 2010	Convention Approved Budget 2011	Revised Budget 2011- Approved May 2011	YTD Actual 9-30-11	Proposed Budget 2012
57 Continuing Ed.						\$ 5,000
58 Episcopate	\$ 113,684.36	\$ 113,726	\$ 116,402	\$ 117,938	\$ 89,949.61	\$ 127,971
59a Gethsemane Contribution - 62%						\$ 79,342
Diocesan Contribution - 38%						\$ 48,629
60 Episcopate Program Expense						
61 Business Hospitality	\$ 2,304.61	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,414.75	\$ 2,000
62 Automobile Purchase	\$ 574.94	\$ 575	\$ -	\$ -	\$ -	\$ -
63 Travel Expense	\$ 27,268.59	\$ 20,000	\$ 20,000	\$ 20,000	\$ 13,964.73	\$ 20,000
64 Travel for Assisting				\$ -		\$ -
65 Transfer to Discretionary Fund	\$ 1,000.00	\$ 1,000	\$ 1,000	\$ 1,000	\$ 666.64	\$ 1,000
66 Episcopate Program Expense	\$ 31,148.14	\$ 23,575	\$ 23,000	\$ 23,000	\$ 16,046.12	\$ 23,000
67						
68 Total Episcopate	\$ 144,832.50	\$ 137,301	\$ 139,402	\$ 140,938	\$ 105,995.73	\$ 150,971
69						
70 Clergy						
71 Canon Missioner Central (John Floberg)						
72 Stipend	\$ 9,132.25	\$ 10,359	\$ 10,592	\$ 10,592	\$ 6,003.46	\$ 12,708
73 Housing/Utilities	\$ 2,941.25	\$ 1,715	\$ 1,715	\$ 1,715	\$ 2,205.95	\$ -
74 Pension	\$ 2,868.66	\$ 2,869	\$ 2,880	\$ 2,937	\$ 2,203.08	\$ 3,033
75 HEA	\$ 241.50	\$ 242	\$ 320	\$ 320	\$ -	\$ 330
76 Medical/Life Insurance	\$ 3,854.11	\$ 3,865	\$ 3,978	\$ 4,348	\$ 3,623.28	\$ 4,756
77 Travel	\$ 6,485.50	\$ 5,260	\$ 5,260	\$ 5,260	\$ 5,476.17	\$ 5,260
78 Continuing Ed						\$ 625
79 Canon Missioner Central - 26%	\$ 25,523.27	\$ 24,308	\$ 24,745	\$ 25,172	\$ 19,511.94	\$ 26,713
80						
81 Canon Missioner NDCIM (John Floberg)						
82 Stipend	\$ 27,396.75	\$ 31,076	\$ 31,776	\$ 31,776	\$ 22,093.78	\$ 38,124
83 Housing/Utilities	\$ 8,823.75	\$ 5,145	\$ 5,145	\$ 5,145	\$ 6,617.79	\$ -
84 Pension	\$ 8,605.98	\$ 8,606	\$ 8,640	\$ 8,812	\$ 6,609.18	\$ 9,099
85 HEA	\$ 724.50	\$ 725	\$ 960	\$ 960	\$ -	\$ 991
86 Medical/Life Insurance	\$ 11,562.29	\$ 11,594	\$ 11,934	\$ 13,044	\$ 10,869.72	\$ 14,268
87 Travel	\$ 12,226.50	\$ 13,000	\$ 13,000	\$ 13,000	\$ 9,125.01	\$ 13,000
88 Continuing Ed						\$ 1,875
89 Canon Missioner NDCIM - 74%	\$ 69,339.77	\$ 70,145	\$ 71,454	\$ 72,737	\$ 55,315.48	\$ 77,358
90						
91 Canon Missioner East (Kevin Goodrich) 1/4 FTE						
92 Stipend	\$ 10,303.00	\$ 10,503	\$ 10,747	\$ 10,747	\$ 7,910.24	\$ 11,407
93 Housing/Utilities	\$ 500.00	\$ 300	\$ 300	\$ 300	\$ 374.99	\$ -
94 Pension	\$ 2,566.80	\$ 2,567	\$ 2,585	\$ 2,637	\$ 1,977.57	\$ 2,723
95 HEA	\$ 216.06	\$ 216	\$ 287	\$ 287	\$ -	\$ 297
96 Medical/Life Insurance	\$ 3,902.12	\$ 3,864	\$ 3,978	\$ 4,348	\$ 3,631.29	\$ 4,756
97 Travel	\$ 4,326.55	\$ 9,260	\$ 9,260	\$ 7,860	\$ 5,095.13	\$ 7,860
98 Continuing Ed						\$ 500
99 Canon Missioner East	\$ 21,814.53	\$ 26,710	\$ 27,157	\$ 26,179	\$ 18,989.22	\$ 27,542
100						
101 Canon Missioner West (Zanne Ness) 1/4 FTE						
102 Stipend	\$ 2,103.00	\$ 2,103	\$ 14,000	\$ 14,000	\$ 964.22	\$ 13,165
103 Housing/Utilities	\$ 7,441.80	\$ 7,356	\$ -	\$ -	\$ 7,950.01	\$ -
104 Life Insurance	\$ 96.00	\$ 96	\$ -	\$ -	\$ -	\$ -
105 Travel	\$ 540.00	\$ 2,500	\$ -	\$ -	\$ 922.52	\$ 1,250
106 Continuing Ed						\$ 2,500
107 Canon Missioner West	\$ 10,180.80	\$ 12,055	\$ 14,000	\$ 14,000	\$ 9,836.75	\$ 16,915
108						
109 Dunseith Priest (John Hesford) 1/11 FTE						
110 Stipend	\$ 7,500.00	\$ 7,500	\$ 7,669	\$ 7,669	\$ 5,751.57	\$ 7,899
111 Housing/Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
112 Pension	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Episcopal Diocese of North Dakota
Proposed Budget 2012

		A	B	C	D	E	F
	Description	Actual 2010	Approved Budget 2010	Convention Approved Budget 2011	Revised Budget 2011- Approved May 2011	YTD Actual 9-30-11	Proposed Budget 2012
113	Medical/Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
114	Travel	\$ 900.00	\$ 900	\$ 920	\$ 920	\$ 690.18	\$ 948
115	Dunseith Priest	\$ 8,400.00	\$ 8,400	\$ 8,589	\$ 8,589	\$ 6,441.75	\$ 8,847
116							
117	Ft. Totten Priest						
118	Stipend	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
119	Housing/Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
120	Pension	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
121	Medical/Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
122	Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
123	Ft. Totten Priest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
124							
125	Ft. Yates Assisting Priest (Lindsey Dwarf) 1/9 FTE						
126	Housing/Utilities	\$ 4,513.00	\$ 4,513	\$ 4,603	\$ 4,603	\$ 3,452.26	\$ 4,741
127	HEA	\$ 90.00	\$ 90	\$ 120	\$ 120	\$ 823.95	\$ 123
128	Pension	\$ 1,072.20	\$ 1,072	\$ 1,077	\$ 1,099	\$ -	\$ 1,132
129	Ft. Yates Assisting Priest	\$ 5,675.20	\$ 5,675	\$ 5,800	\$ 5,821	\$ 4,276.21	\$ 5,996
130							
131	White Shield Priest (Duane Fox) 1/4 FTE						
132	Stipend	\$ 4,421.00	\$ 13,821	\$ 14,133	\$ 14,133	\$ 3,549.74	\$ 14,593
133	Housing/Utilities	\$ 9,400.00	\$ -	\$ -	\$ -	\$ 7,050.01	\$ -
134	Medical/Life Insurance	\$ 159.12	\$ 159	\$ 159	\$ 159	\$ 132.60	\$ 159
135	Travel	\$ 2,211.00	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ 2,000
136	White Shield Priest	\$ 16,191.12	\$ 15,980	\$ 16,292	\$ 16,292	\$ 10,732.35	\$ 16,752
137							
138	Total Clergy	\$ 157,124.69	\$ 163,273	\$ 168,037	\$ 168,790	\$ 125,103.70	\$ 180,122
139							
140	Diocesan Office Staff						
141	Administrator (Leisha Woltjer)						
142	Salary	\$ 33,697.00	\$ 33,697	\$ 34,457	\$ 34,457	\$ 25,842.74	\$ 36,579
143	Pension	\$ 3,032.40	\$ 3,033	\$ 3,101	\$ 3,101	\$ 2,067.44	\$ 3,292
144	Medical/Life Insurance	\$ 6,076.80	\$ 6,093	\$ 6,264	\$ 6,832	\$ 5,693.00	\$ 7,496
145	Administrator	\$ 42,806.20	\$ 42,823	\$ 43,822	\$ 44,390	\$ 33,603.18	\$ 47,367
146							
147	Communications Officer (Jamie Parsley) 1/4 FTE						
148	Stipend	\$ 21,972.00	\$ 21,972	\$ 22,411	\$ 18,411	\$ 12,512.65	\$ 10,800
149	Pension	\$ 5,220.48	\$ 5,220	\$ 5,244	\$ 4,394	\$ 3,295.62	\$ 2,578
150	HEA	\$ 439.00	\$ 439	\$ 583	\$ 479	\$ 279.24	\$ 281
151	Medical/Life Insurance	\$ 3,038.40	\$ 3,047	\$ 3,132	\$ 3,416	\$ 2,862.50	\$ 3,748
152	Executive Assistant	\$ 30,669.88	\$ 30,678	\$ 31,370	\$ 26,700	\$ 18,950.01	\$ 17,407
153							
154	Diocesan Office Staff Expense						
155	Continuing Ed., Admin	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ 1,000
156	Travel Expense	\$ -	\$ 500	\$ 500	\$ 500	\$ -	\$ 500
157	Social Security Tax	\$ 2,135.70	\$ 2,400	\$ 2,600	\$ 2,600	\$ 1,602.18	\$ 2,600
158	Medicare Tax	\$ 499.54	\$ 600	\$ 600	\$ 600	\$ 374.76	\$ 600
159	Receptionist (Rebecca Lein)				\$ 3,300	\$ 1,659.90	\$ 7,304
160	EAP						\$ 900
161	Diocesan Office Staff Expense	\$ 2,635.24	\$ 4,500	\$ 4,700	\$ 7,000	\$ 3,636.84	\$ 12,904
162							
163	Total Diocesan Office Staff	\$ 76,111.32	\$ 78,001	\$ 79,892	\$ 78,090	\$ 56,190.03	\$ 77,678
164							
165	Total Salary & Benefits	\$ 378,068.51	\$ 378,575	\$ 387,331	\$ 387,818	\$ 287,289.46	\$ 408,771
166							
167	Other Congregational Support						
168	Indian Property Repairs	\$ 3,000.00	\$ 3,000	\$ 4,500	\$ 4,500	\$ 255.00	\$ 4,500
169	CM House Insurance/Repairs	\$ 2,183.97	\$ 1,000	\$ 3,000	\$ 3,000	\$ 2,282.00	\$ 2,820
170	Move/Interview Mission Clergy	\$ 1,000.00	\$ 1,000	\$ -	\$ -	\$ -	\$ -
171	Indian Property Insurance						

Episcopal Diocese of North Dakota
Proposed Budget 2012

		A	B	C	D	E	F
	Description	Actual 2010	Approved Budget 2010	Convention Approved Budget 2011	Revised Budget 2011- Approved May 2011	YTD Actual 9-30-11	Proposed Budget 2012
172	Cannon Ball	\$ 2,253.56	\$ 2,285	\$ 2,330	\$ 2,330	\$ 2,304.44	\$ 3,230
173	Dunseith	\$ 1,883.67	\$ 1,886	\$ 1,920	\$ 1,920	\$ 1,921.97	\$ 1,920
174	Ft. Totten	\$ 2,752.33	\$ 2,415	\$ 2,460	\$ 2,460	\$ 2,861.20	\$ 2,890
175	Ft. Yates	\$ 4,905.47	\$ 5,100	\$ 5,195	\$ 5,195	\$ 4,901.37	\$ 4,860
176	White Shield	\$ 3,222.66	\$ 3,230	\$ 3,290	\$ 3,290	\$ 3,293.24	\$ 3,310
177	Camp Gabriel	\$ 6,185.00	\$ 6,202	\$ 6,317	\$ 6,317	\$ -	\$ 6,317
178	Total Other Congregational Support	\$ 27,386.66	\$ 26,118	\$ 29,012	\$ 29,012	\$ 17,819.22	\$ 29,847
179							
180	Administrative Expenses						
181	NDCIM General Expense						
182	Admin Costs	\$ 1,401.29	\$ 2,000	\$ 2,300	\$ 2,300	\$ -	\$ 2,300
183	Meeting Expense	\$ 2,100.09	\$ 1,000	\$ 1,200	\$ 1,200	\$ 638.27	\$ 1,200
184	Misc. Expense (Convention)	\$ 1,999.13	\$ 2,000	\$ 2,200	\$ 2,200	\$ -	\$ 2,200
185	Office Expense			\$ 1,200	\$ 1,200	\$ 604.41	\$ 1,200
186	NDCIM General Expense	\$ 5,500.51	\$ 5,000	\$ 6,900	\$ 6,900	\$ 1,242.68	\$ 6,900
187							
188	Administrative Meetings						
189	Convention	\$ 7,315.58	\$ 6,600	\$ 5,800	\$ 5,800	\$ -	\$ 7,300
190	Diocesan Council/Standing Committee	\$ 10,429.71	\$ 9,950	\$ 8,200	\$ 8,200	\$ 5,745.59	\$ 10,000
191	Mission Strategy Committee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
192	Other Administrative Meetings	\$ 786.82	\$ 4,200	\$ 1,600	\$ 1,500	\$ 1,481.36	\$ 1,000
193	Administrative Meetings	\$ 18,532.11	\$ 20,750	\$ 15,600	\$ 15,500	\$ 7,226.95	\$ 18,300
194							
195	Office Supplies	\$ 2,412.85	\$ 2,200	\$ 3,300	\$ 2,200	\$ 1,004.36	\$ 2,200
196	Postage	\$ 1,779.07	\$ 2,000	\$ 3,168	\$ 2,800	\$ 1,495.27	\$ 2,800
197	Printing	\$ 100.00	\$ 100	\$ 100	\$ 100	\$ 65.63	\$ 100
198	Equipment/Maintenance	\$ 2,039.95	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,500.03	\$ 2,000
199	Misc. Expense	\$ 2,179.23	\$ 2,200	\$ 1,500	\$ 1,500	\$ 3,651.43	\$ 1,500
200	Telephone	\$ 2,502.55	\$ 3,500	\$ 2,200	\$ 2,200	\$ 1,475.21	\$ 2,500
201	Copier	\$ 1,603.84	\$ 2,000	\$ 1,500	\$ 1,500	\$ 1,213.21	\$ 1,700
202	Internet	\$ 193.34	\$ 300	\$ 200	\$ 200	\$ 224.64	\$ 300
203	Office Rent	\$ 3,000.00	\$ 3,000	\$ -	\$ 14,000	\$ 10,500.03	\$ -
204	Audit	\$ 10,560.00	\$ 7,800	\$ 8,600	\$ 8,600	\$ 7,885.00	\$ 8,000
205	Office Insurance	\$ 2,121.11	\$ 3,000	\$ 3,055	\$ 3,055	\$ 2,359.28	\$ 2,730
206	Office Umbrella	\$ 8,938.73	\$ 10,200	\$ 10,400	\$ 10,400	\$ 7,952.40	\$ 4,700
207	Director's & Officer's Liability Insurance	\$ 2,409.54	\$ 2,500	\$ 2,545	\$ 2,545	\$ 2,145.00	\$ 2,900
208	Retiree Life Insurance	\$ 623.22	\$ 800	\$ 525	\$ 525	\$ 530.40	\$ 636
209	Workers' Compensation	\$ 714.84	\$ 500	\$ 600	\$ 600	\$ 557.21	\$ 575
210	Bishop Search	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
211	Real Estate Tax	\$ 522.97	\$ 300	\$ 300	\$ 300	\$ 256.28	\$ 260
212	Auto Expense	\$ 15.00	\$ 500	\$ -	\$ -	\$ -	\$ -
213	Rental Property Expense	\$ -	\$ -	\$ -	\$ -	\$ 484.97	\$ -
214	Total Administrative Expenses	\$ 65,748.86	\$ 68,650	\$ 62,493	\$ 74,925	\$ 51,769.98	\$ 58,101
215							
220	TOTAL EXPENDITURES	\$ 583,898.51	\$ 606,249	\$ 589,076	\$ 603,849	\$ 436,956.93	\$ 596,832
221							
222	NET INCOME (LOSS)	\$ (346.18)	\$ -	\$ 1,230	\$ (0)	\$ (83,733.41)	\$ 6
223							
224	Transfer to/from Property Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
225							
226	CHANGE IN NET ASSETS	\$ (346.18)	\$ -	\$ 1,230	\$ (0)	\$ (83,733.41)	\$ 6

Episcopal Diocese of North Dakota
Breakdown of NDCIM Buduget

2012 Proposed Budget

	A	B	C	D	E	F
Description	Actual 2010	Approved Budget 2010	Convention Approved Budget 2011	Revised Budget 2011- Approved May 2011	YTD Actual 9-30-11	Proposed Budget 2012
EXPENDITURES						
Camp Gabriel	\$ 3,798.00	\$ 3,798	\$ 3,683	\$ 3,683	\$ 1,841.50	\$ 3,683
Salary & Benefits						
Canon Missioner NDCIM						
Stipend	\$ 27,396.75	\$ 31,076	\$ 31,776	\$ 31,776	\$ 22,093.78	\$ 38,124
Housing/Utilities	\$ 8,823.75	\$ 5,145	\$ 5,145	\$ 5,145	\$ 6,617.79	\$ -
Pension	\$ 8,605.98	\$ 8,606	\$ 8,813	\$ 8,813	\$ 6,609.18	\$ 9,099
HEA	\$ 724.50	\$ 725	\$ 960	\$ 960	\$ -	\$ 991
Medical/Life Insurance	\$ 11,562.29	\$ 11,594	\$ 11,934	\$ 11,934	\$ 10,869.72	\$ 14,268
Travel	\$ 12,226.50	\$ 13,000	\$ 13,000	\$ 13,000	\$ 9,125.01	\$ 13,000
Continuing Ed						\$ 1,875
Canon Missioner NDCIM	\$ 69,339.77	\$ 70,145	\$ 71,628	\$ 71,628	\$ 55,315.48	\$ 77,358
Canon Missioner East						
Stipend	\$ 2,575.75	\$ 2,626	\$ 2,687	\$ 2,687	\$ 1,977.56	\$ 2,852
Housing/Utilities	\$ 125.00	\$ 75	\$ 75	\$ 75	\$ 93.75	\$ -
Pension	\$ 641.70	\$ 642	\$ 659	\$ 659	\$ 494.39	\$ 681
HEA	\$ 54.02	\$ 54	\$ 72	\$ 72	\$ -	\$ 74
Medical/Life Insurance	\$ 975.53	\$ 966	\$ 995	\$ 995	\$ 907.82	\$ 1,189
Travel	\$ 1,231.64	\$ 2,315	\$ 2,315	\$ 2,315	\$ 1,273.78	\$ 1,965
Continuing Ed						\$ 125
Canon Missioner East	\$ 5,603.63	\$ 6,678	\$ 6,802	\$ 6,802	\$ 4,747.31	\$ 6,886
Canon Missioner West						
Stipend	\$ 2,103.00	\$ 2,103	\$ -	\$ -	\$ 120.53	\$ 1,646
Housing/Utilities	\$ 7,441.80	\$ 7,356	\$ -	\$ -	\$ 993.75	\$ -
Life Insurance	\$ 96.00	\$ 96	\$ -	\$ -	\$ -	\$ -
Travel	\$ 540.00	\$ 2,500	\$ -	\$ -	\$ 115.32	\$ 156
Continuing Ed						\$ 313
Canon Missioner West	\$ 10,180.80	\$ 12,055	\$ 1,750	\$ 1,750	\$ 1,229.59	\$ 2,114
Dunseith Priest						
Stipend	\$ 7,500.00	\$ 7,500	\$ 7,669	\$ 7,669	\$ 5,751.57	\$ 7,899
Housing/Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pension	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical/Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ 900.00	\$ 900	\$ 920	\$ 920	\$ 690.18	\$ 948
Dunseith Priest	\$ 8,400.00	\$ 8,400	\$ 8,589	\$ 8,589	\$ 6,441.75	\$ 8,847
Ft. Totten Priest						
Stipend	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Housing/Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pension	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Medical/Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ft. Totten Priest	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ft. Yates Assisting Priest						
Housing/Utilities	\$ 4,513.00	\$ 4,513	\$ 4,603	\$ 4,603	\$ 3,452.26	\$ 4,741
HEA	\$ 90.00	\$ 90	\$ 120	\$ 120	\$ -	\$ 123
Pension	\$ 1,072.20	\$ 1,072	\$ 1,099	\$ 1,099	\$ 823.95	\$ 1,132
Ft. Yates Assisting Priest	\$ 5,675.20	\$ 5,675	\$ 5,822	\$ 5,822	\$ 4,276.21	\$ 5,996

Episcopal Diocese of North Dakota
Breakdown of NDCIM Buduget

2012 Proposed Budget

	A	B	C	D	E	F
Description	Actual 2010	Approved Budget 2010	Convention Approved Budget 2011	Revised Budget 2011- Approved May 2011	YTD Actual 9-30-11	Proposed Budget 2012
White Shield Priest						
Stipend	\$ 4,421.00	\$ 13,821	\$ 14,133	\$ 14,133	\$ 3,549.74	\$ 14,593
Housing/Utilities	\$ 9,400.00	\$ -	\$ -	\$ -	\$ 7,050.01	\$ -
Medical/Life Insurance	\$ 159.12	\$ 159	\$ 159	\$ 159	\$ 132.60	\$ 159
Travel	\$ 2,211.00	\$ 2,000	\$ 2,000	\$ 2,000	\$ -	\$ 2,000
White Shield Priest	\$ 16,191.12	\$ 15,980	\$ 16,292	\$ 16,292	\$ 10,732.35	\$ 16,752
Total Salary & Benefits	\$ 115,390.52	\$ 118,932	\$ 110,883	\$ 110,883	\$ 82,742.69	\$ 117,952
Other Congregational Support						
Indian Property Repairs	\$ 3,000.00	\$ 3,000	\$ 4,500	\$ 4,500	\$ 255.00	\$ 4,500
Indian Property Insurance						
Cannon Ball	\$ 2,253.56	\$ 2,285	\$ 2,330	\$ 2,330	\$ 2,304.44	\$ 3,230
Dunseith	\$ 1,883.67	\$ 1,886	\$ 1,920	\$ 1,920	\$ 1,921.97	\$ 1,920
Ft. Totten	\$ 2,752.33	\$ 2,415	\$ 2,460	\$ 2,460	\$ 2,861.20	\$ 2,890
Ft. Yates	\$ 4,905.47	\$ 5,100	\$ 5,195	\$ 5,195	\$ 4,901.37	\$ 4,860
White Shield	\$ 3,222.66	\$ 3,230	\$ 3,290	\$ 3,290	\$ 3,293.24	\$ 3,310
Camp Gabriel	\$ 6,185.00	\$ 6,202	\$ 6,317	\$ 6,317	\$ -	\$ 6,317
Total Other Congregational Support	\$ 24,202.69	\$ 24,118	\$ 26,012	\$ 26,012	\$ 15,537.22	\$ 27,027
Administrative Expenses						
NDCIM General Expense						
Admin Costs	\$ 1,401.29	\$ 2,000	\$ 2,300	\$ 2,300	\$ -	\$ 2,300
Meeting Expense	\$ 2,100.09	\$ 1,000	\$ 1,200	\$ 1,200	\$ 638.27	\$ 1,200
Misc. Expense (Convention)	\$ 1,999.13	\$ 2,000	\$ 2,200	\$ 2,200	\$ -	\$ 2,200
Office Expense		\$ 1,200	\$ 1,200	\$ 1,200	\$ 604.41	\$ 1,200
Total Administrative Expenses	\$ 5,500.51	\$ 5,000	\$ 6,900	\$ 6,900	\$ 1,242.68	\$ 6,900
TOTAL EXPENDITURES	\$ 148,891.72	\$ 151,848	\$ 147,478	\$ 147,478	\$ 101,364.09	\$ 155,562

ASSETS**OPERATING FUND**

<u>Cash</u>	
Checking	\$42,912.15
Savings	\$1,009.37
Discretionary Checking	\$1,948.91
CPC checking	\$288.73
Total Cash	\$46,159.16

<u>Accounts Receivable</u>	
Accounts Receivable	\$879.78
OFS Receivable	\$0.00
Grant Receivable	\$0.00
Accrued Interest Receivable	\$0.00
Rebilled Insurance	\$979.64
Rebilled Services	\$89.45
Rebilled Books & Supplies	(\$0.30)
Rebilled Travel	(\$1.56)
Bishop Smith's Line of Credit	\$2,560.99
Total Accounts Receivable	\$4,508.00

<u>Other Assets</u>	
Prepaid Insurance	\$376.08
Prepaid Expenses	\$0.00
Total Other Assets	\$376.08

Total Operating Fund Assets	\$51,043.24
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TRUST & ENDOWMENT FUND

<u>Assets</u>	
Checking	\$0.00
Investment, Smith Barney	\$2,416,441.71
Total Assets	\$2,416,441.71

<u>Accounts Receivable</u>	
Accounts Receivable	\$0.00
Accrued Accounts Receivable	\$8,522.70
Grants Receivable	\$0.00
Loan Receivable	\$4,053.28
Total Accounts Receivable	\$12,575.98

<u>Other Assets</u>	
Prepaid Expenses	\$1,652.41
Total Other Assets	\$1,652.41

Total Trust & Endowment Fund Assets	\$2,430,670.10
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PROPERTY FUND

<u>Assets</u>	
Mission Church Property	\$1,075,094.47
Accumulated Depreciation	(\$510,143.06)
Total Property Fund Assets	\$564,951.41

TOTAL ASSETS	\$3,046,664.75
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LIABILITIES & FUND BALANCES**OPERATING FUND**Liabilities

Accounts Payable	(\$0.20)
Withheld Payroll Tax, FICA	\$0.00
Withheld Payroll Tax, Medicare	\$0.00
Withheld Payroll Tax, Federal	\$0.00
Withheld Payroll Tax, MN	\$0.00
Withheld Payroll Tax, ND	\$98.00
Withheld Annuity	\$480.00
Payroll Noncash Clearing Account	\$0.00
Employee Contributions	\$0.00
Deferred Income	\$3,612.50
Total Liabilities	\$4,190.30

Net Assets

Unrestricted Funds

Unrestricted Fund Balance	(\$205,524.86)
Bishop Search Reserve	\$20,884.59
Camp Gabriel	(\$16,649.61)
Cash Flow Reserve	\$0.00
Clergy Equity Allowance Reserve	\$5,210.63
Diocesan Car Reserve	\$6,089.32
Diocesan Convention	\$0.00
Equipment Reserve	(\$290.24)
ERD Network Reserve	\$358.86
EYE Fund	\$631.57
Evangelism Fund	(\$2,734.13)
General Convention Reserve	\$11,617.43
Lambeth Conference Reserve	\$2,996.67
Misc. Fund Reserve	\$11,891.30
Mission Shortfall Fund	\$0.00
Move/Interview Reserve	\$7,000.00
Native American Property Repair	\$5,469.28
Province VI Deputies Reserve	\$4,646.69
School for Ministry	\$5,781.01
Youth Ministry	\$5,167.53
Geo-Thermal System	\$0.00
Alliance for African Assistance	\$25,212.35
Royalty Held for Future Use	\$8,470.00
Total Unrestricted Funds	(\$103,771.61)

Temporarily Restricted Funds

Native American TEAMS Curricula	\$9,736.20
Ft. Totten Renovation	(\$1,708.13)
Native American Leadership Training	\$21,074.02
Native Urban Outreach	\$701.02
Standing Rock Vehicle Repair/Replace/Insurance	(\$641.61)
Winter Talk & Niobrara	\$200.00
NA Youth Ministry/Congregational Development	\$4,233.55
Other Native American Funds	\$0.01
New Clergy Orientation	\$0.00
UTO Grants	\$38,050.22
ERD Grants	\$116.64
ECCIM Grants	\$21,581.32
Roanridge Trust Grant	\$11,498.40
CPC Grants	\$97.31

Episcopal Diocese of ND**Balance Sheet as of September 30, 2011**

Millennium Development Fund	\$290.00
Sudanese Ministry	\$7,444.99
Central American Mission	\$1,064.67
Dunseith Property Repair	\$0.00
Selfridge Improvements	\$2,961.21
White Shield Building Fund	\$464.60
Special Offerings	\$0.00
Eastern Region CM Fund	\$110.00
Church Periodical Club	\$458.73
Flood Relief Fund	\$17,781.23
CM Doctoral Studies	(\$1,395.53)
East African Scholarship Fund	\$181.21
Episcopal Relief & Development	\$5,051.18
Good Friday	\$0.00
Seminary 1% Bexley Hall	\$132.00
UTO	\$144.09
Other Special Offerings	\$156.80
Bishop's Discretionary Fund	\$1,948.91
NCIW Standing Rock Youth	\$6,304.02
Gethsemane Bookkeeping Reserve	\$32.37
Anti-Racism Reserve	\$2,555.12
Total Temporarily Restricted Funds	\$150,624.55

Total Operating Fund Net Assets	\$46,852.94
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Total Operating Fund Liabilities & Net Asset	\$51,043.24
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TRUST & ENDOWMENT FUNDLiabilities

Accounts Payable	\$0.00
Bank Loan Payable: Bismarck Rectory	\$105,197.55
Bank Loan Payable: Devils Lake Rectory	\$0.00
Total Liabilities	\$105,197.55

Net Assets

Trust & Endowment Fund Balance	(\$204,757.29)
Episcopate Endowment Fund	\$858,184.11
Revolving Loan Fund	\$670,259.61
Halgren Bequest	\$42,294.35
Holiday House	\$24,138.55
Indian Buildings Fund	\$27,323.78
Lommen Bequest	\$56,414.20
Travis Bequest	\$9,647.43
Partners in Ministry	\$604,701.87
Real Estate Fund	\$237,265.94
Total Net Assets	\$2,325,472.55

Total Trust & Endowment Fund Liabilities & Net Assets	\$2,430,670.10
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PROPERTY FUNDNet Assets

Property Fund	\$134,768.95
Property Fund Net Assets	\$430,182.46
Total Property Fund Net Assets	\$564,951.41

TOTAL LIABILITIES & FUND BALANCES	\$3,046,664.75
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Our Fair Share Report
Episcopal Diocese of North Dakota
Per 2011 Treasurer's Report

Congregation	Last Month Reported	Actual OR to present	TOTAL OFS to present	Percent of OR Paid	Historical Analysis	
					Total OR prior year	TOTAL OFS prior year
Bismarck, St. George's	August	113,292.40	22,658.48	20%	173,250.47	34,650.10
Cannon Ball, St. James'	September	1,315.00	263.00	20%	1,750.00	350.00
Cartwright, St. Michael's	September	15,175.00	3,034.67	20%	23,006.50	4,601.30
Devils Lake, Advent	September	6,746.81	1,349.80	20%	8,161.09	1,640.80
Dickinson, St. John's	September	25,194.94	5,039.00	20%	54,865.32	10,973.08
Dunseith, St. Sylvan's	December '10	-	-	#DIV/0!	482.00	96.40
Fargo, Gethsemane	September	197,134.57	39,426.92	20%	328,530.11	65,706.02
Fargo, St. Stephen's	September	52,187.18	10,437.44	20%	65,458.43	13,092.29
Fort Totten, St. Thomas	September	1,581.54	316.31	20%	1,641.54	328.29
Fort Yates, St. Luke's	September	1,943.00	388.60	20%	685.27	137.05
Grand Forks, St. Paul's	September	147,442.68	29,488.55	20%	226,746.79	45,349.36
Jamestown, Grace	September	62,356.30	12,477.25	20%	92,661.69	18,532.35
Lakota, Good Shepherd	June	270.00	54.00	20%	550.00	110.00
Minot, All Saints'	September	44,268.88	8,853.76	20%	59,431.80	11,886.35
Moorhead, St. John's	August	9,104.60	1,820.03	20%	15,046.60	1,728.03
Oakes, St. Mary & Mark	September	6,653.87	1,330.78	20%	8,152.51	1,630.51
Selfridge, Cross	September	912.00	182.40	20%	250.00	50.00
Valley City, All Saints'	September	14,935.56	2,988.00	20%	21,154.01	4,247.00
Walhalla, St. Peter's	December '10	-	-	#DIV/0!	5,124.00	1,024.80
White Shield, St. Paul's	September	949.52	189.90	20%	-	-
Williston, St. Peter's	May	24,052.82	4,810.56	20%	42,864.00	8,572.81
TOTAL		\$ 725,516.67	\$ 145,109.45		\$ 1,129,812.13	\$ 224,706.54

OR = Operating Revenue

10/19/2011

Some information in the OFS report is not reflected in the financial statements earlier in this booklet. This is because the financial statements are as of September 30, 2011.

EPISCOPAL DIOCESE OF NORTH DAKOTA

2010 ANNUAL PAROCHIAL REPORT

FINANCIAL AND STATISTICAL DATA

Year in parentheses is last year of filing if not 2010

Congregations	Active Baptized Members 12/31/2009	Active Baptized Member 12/31/2010	Communicants in Good Standing	Sunday Eucharists	Average Sunday Attendance	Signed Pledge Cards 2010	Average Per Pledge Unit	Plate & Pledge	Total Revenues	Total Expenses
Bismarck	375	375	300	100	107	64	2,397	\$ 153,383	\$ 174,383	\$ 169,156
Cannon Ball (2008)	120	120	61	52	8	-	-	338	1,838	1,838
Cartwright	57	58	42	49	17	-	-	23,006	25,637	22,807
Devils Lake	23	24	23	11	9	-	-	8,867	8,909	12,979
Dickinson	43	31	32	45	24	-	-	33,934	63,662	63,730
Dunseith (2007)	38	38	38	20	10	-	-	235	235	235
Fargo, Cathedral	545	530	330	134	191	100	2,836	283,601	346,246	357,073
Fargo, St. Stephen's	67	78	64	52	43	31	2,147	66,562	78,955	72,018
Fort Totten	90	97	80	49	12	-	-	2,246	2,246	1,893
Fort Yates (2008)	294	294	108	52	29	-	-	2,300	2,800	660
Grand Forks	221	221	237	55	65	47	2,813	132,220	234,970	235,025
Jamestown	125	128	123	100	64	30	2,303	69,103	120,594	116,307
Lakota (2007)	8	8	-	-	5	-	-	720	1,670	4,299
Minot	78	86	82	44	40	24	2,246	53,898	80,843	74,426
Moorhead	263	265	265	48	54	15	953	14,301	85,764	80,312
Oakes	26	25	25	37	8	4	1,534	6,135	8,250	8,591
Selfridge (2008)	17	17	17	50	4	-	-	850	850	179
Valley City	19	20	14	43	10	7	3,022	21,155	41,052	28,290
Walhalla	12	11	11	15	11	-	-	5,741	13,944	13,689
White Shield (2008)	86	86	-	-	-	-	-	-	-	-
Williston	87	90	64	49	29	20	2,892	57,839	76,596	66,817
TOTALS	2,594	2,602	1,916	1,005	740	342	23,143	\$ 936,434	\$ 1,369,444	\$ 1,330,324

**Bishop's Address
To the Forty-first Annual Convention
of the Episcopal Diocese of North Dakota
October 29, 2011**

Dear Sisters and Brothers in Christ:

We hear in the Prologue to the Gospel of John this morning those beautiful words: "The Word became flesh and lived among us" (John 1:14). This passage of incarnational presence is rendered by Eugene Peterson in his paraphrase, *The Message*, as: "The Word became flesh and blood and moved into the neighborhood." God has visited us in the person of Jesus, the Christ. God has established residency with us by moving into the neighborhood and things have never been the same. Not only that, "...to all who receive him, who believe in his name, he gives power to become children of God" (John 1:12). We, too, as we receive the Holy Spirit become dwelling places of the incarnate Word and take our place in the neighborhood.

National Statistics

In the Episcopal Church "neighborhood," statistics have been recently released based on the 2010 Parochial Reports. There is both bad news and good news. The bad news is that over a five year period The Episcopal Church has lost 16% of its average Sunday attendance; the Diocese of North Dakota for the same period records a loss of 2% of its average Sunday attendance. The good news is growth is still possible. Nationally, 17% of congregations were able to grow over the five year period; the Diocese of North Dakota demonstrates that 38% of its congregations were able to grow based on average Sunday attendance figures (http://www.episcopalchurch.org/documents/Domestic_FAST_FACTS_Trends_2006-2010.pdf).

A congregational research study reports that "Growing congregations were most likely to strongly agree that they are "spiritually vital and alive," have a "strong mission and purpose," are "moral beacons" in their communities, and are "willing to change to meet new challenges" (http://www.episcopalchurch.org/documents/Episcopal_Overview_FACT_2010.pdf). Mainline churches, such as ours, do indeed have many new challenges that call us to change in order to meet them creatively.

Experiment in North Dakota

One such response has been our willingness to experiment with a new model of part-time bishop and part-time dean. Practically-speaking, we've been at this for eight months, since January when the dean departed from the cathedral. It's taken us a while to ground ourselves and organize for this new model, but we're now at the point where the Evaluation Committees from the Cathedral and Diocese can begin their work in earnest. Next month they are to present to their respective bodies of Chapter and Diocesan Council a plan or method to evaluate the experiment, leading to decisions to continue or discontinue or modify the plan in March. Both the Diocesan Council and Chapter have agreed to continue with their approved budgets throughout 2012 for the sake of smoother transitions, if necessary.

We are not alone in our willingness to experiment with change in order to face challenges. Two other dioceses, both similar in numbers to our own, are doing the same thing. The Diocese of Western Kansas has decided to elect a bishop who also serves as the rector of a congregation; the Diocese of Eau Claire just last week voted to merge with its neighbor, the Diocese of Fond du Lac in Wisconsin. Neighborhoods are changing all around us.

Pastoral-size vs. Program-size models

There will be much we will learn during this time of experimentation. At the cathedral, I have been using a book by Kevin E. Martin, *The Myth of the 200 Barrier: How to Lead through Transitional Growth*, as a focus for discussions with both the Cathedral staff and Chapter. In this book Martin makes a distinction between a small or "pastoral-size" congregation and a large or "program-size" congregation. The implications are important, according to Martin, as the dynamics of the relationship of the members of the congregation to their pastor change

depending on size. For example, Martin writes: “[t]he pastor of a smaller church is like a shepherd, whose style is one-on-one and personal” (Martin, p. 25). On the other hand, “the pastor of a large congregation is more like a rancher than a shepherd. ... The rancher has ranch hands (staff) who manage each of the individual areas of the ranch’s operations” (Martin, p. 26).

One of my personal learnings during this experimental time is that a part-time dean and part-time bishop must learn to be a “rancher” rather than a “shepherd.” I am very much aware that I would not be able to engage in this ministry without the collaboration and support of such effective staff or “ranch hands” as we currently have serving, at both the diocesan and cathedral levels.

Protecting our financial investments for the future

One of the major benefits to the diocese under the current arrangement is obvious when examining the proposed budget for 2012. In it one discovers a 5.25% draw on our investments. This is down from a high of 8.5% in 2006 and gets us to within .25% of the industry-recommended draw. In so doing, we will be able to protect our investments for future generations. During this same period we have also been able to reduce the diocesan assessment (Our Fair Share) from 22% to 20%.

It was in 2005 when we heard Charles Fulton speak at the diocesan convention in Fargo shock us by describing The Episcopal Church as being in “systemic decline,” while at the same time sharing hope for those congregations and dioceses which are willing to make necessary changes in order to live as “exceptions to the rule” of decline. He also said: “It is freeing for churches live within their financial means” for the sake of mission and ministry. Six years later we are almost there financially.

Appreciative Inquiry

We have been abundantly blessed. Yesterday, at workshops on the method of Appreciate Inquiry, Lelanda Lee beautifully reminded us to “bring the best of our past with us into the future.” I am mindful than an appropriate Christian response to abundant blessing is gratitude and generosity.

United Thank Offering

One of the ways we have traditionally shown our gratitude is through the little blue boxes of the United Thank Offering. I have designated the offering today for UTO. Over the years, the Diocese of North Dakota has been the recipient of a number of grants from this organization. The most recent include church buildings at Fort Totten, White Shield and now Dunseith. Please respond generously and encourage the use of those little blue boxes when Odella Henley or Pat Fearing asks for UTO In-gatherings in your congregation.

Episcopal Relief & Development

Another way to show our gratitude is by contributing to Episcopal Relief & Development. Most recently we have received assistance for flood recovery in Minot, and it is the vehicle through which we respond to the Millennium Development Goals through such programs as “Nets for Life” and the “Building a Well” projects. Be generous, for when we serve the poor and needy, we are serving Christ himself.

School for Ministry

Finally, a word about our diocesan School for Ministry. There is a handout in your convention packet listing the various workshops we are ready to provide. We believe it is necessary in our context to be ready to offer our leaders, lay and ordained, first rate theological education and training. The mission and ministry of this Diocese depends on the service and commitment of ever one of its members in order to be the church God is calling us to be on the prairies of North Dakota in the 21st Century. It is worth repeating and reminding, that all of us, by virtue of our baptism, are called to be ministers of this church. Just as the incarnate Word has moved into the neighborhoods of our lives, we are called to make that Word manifest, to be the Good News for others. With God’s help, may it be so. May the good work begun in us be brought to completion.

OFFICIAL ACTS
November 1, 2010 - October 31, 2011
In Reference to Title III, Canon 24, Sec. 6:

<u>Congregations</u>	<u>Sunday/Eucharistic Visits</u>	<u>Other Visits/ Special Events</u>	<u>Confirmations</u>	<u>Received</u>
<u>West Region</u>				
St. George's, Bismarck	1		3	4
St. James', Cannon Ball	1			
St. Michael's, Cartwright				
St. John's, Dickinson	2			
St. Sylvan's, Dunseith	1			
St. Luke's, Fort Yates	1			
All Saints', Minot				
Church of the Cross, Selfridge				
St. Paul's, White Shield	1			
St. Peter's, Williston				
Camp Gabriel		1		
<u>East Region</u>				
Advent, Devils Lake	1			
Gethsemane, Fargo	24		1	4
St. Stephen's, Fargo	1		1	1
St. Thomas, Fort Totten	1			
St. Paul's, Grand Forks	1		6	2
Grace, Jamestown	1			
Good Shepherd, Lakota	1			
St. John's, Moorhead				
Sts. Mary & Mark, Oakes				
All Saints', Valley City	1			
St. Peter's, Walhalla		1		

Postulants: Robert Allan, Peter Halbach, Sonja Keener, David Solheim

Clergy on Leave of Absence: Gadi Edward, Mary Gokey, Alex Lodu-Kenyi, Billy McEwen

NECROLOGY LIST

OUR BROTHERS AND SISTERS IN CHRIST DEPARTED THIS LIFE SINCE THE LAST CONVENTION

O GOD, THE KING OF SAINTS, we praise and glorify your holy Name for all your servants who have finished their course in your faith and fear: for the blessed Virgin Mary, for the holy patriarchs, prophets, apostles, and martyrs; and for all your other righteous servants, known to us and unknown, especially:

St. Stephen's, Fargo

Vincent William Friedman (Jan. 3, 2011)
James Myron Parsley (Jan. 21, 2011)
Shirley Ann Carbno (April 11, 2011)
Robert Wesley Coons (May 17, 2011)
Paul Brown (Aug. 27, 2011)

St. Paul's, Grand Forks

Richmond A. "Dick" Day (Nov. 18, 2010)
Norman Sinclair (Dec. 4, 2010)
Carol Ruth Ralston (Dec. 28, 2010)
Gladys Fahey (Feb. 25, 2011)
Jean Elaine Wylot (May 25, 2011)
Henry John Tomasek (Aug. 19, 2011)

Grace Church, Jamestown

Jack Gardner Sr (Oct. 2, 2011)

St. Peter's, Walhalla

Lawrence Belanus (Sept. 28, 2011)

St. Michael & All Angels, Cartwright

William Lassey

St. George's, Bismarck

Phyllis Unzelman
Norma Bathurst
Virginia Huston
Doris King
Paul Flurer
Jack Askew
Betty Lovgren
Glenn Hanson
Patricia Steele
Ed Harrison
Lou Hapip

St. John's, Moorhead

Jean G. Albert (March, 19, 2011)
Lanier Oxtan (May 18, 2011)
Rejina Elikana (June 2011)

St. Peter's, Williston

Rosalie Schmitz
Thor Garaas
Lou Hapip

We pray that, encouraged by their examples, aided by their prayers, and strengthened by their fellowship, we also may be partakers of the inheritance of the saints in light; through the merits of your Son Jesus Christ our Lord. Amen.

Rest eternal grant to them, O Lord. And let light perpetual shine upon them.

May their souls, and the souls of all the departed, through the mercy of God, rest in peace. Amen.

Alleluia. Christ is risen. The Lord is risen indeed. Alleluia.

Attachment A

Episcopal Diocese of North Dakota Policy on the Sexual Exploitation of Adults

Introduction

The Book of Common Prayer states clearly that the mission of the Church is "to restore all people to unity with God and each other in Christ." This holy mission is carried out by the ministers of the Church, who are described not only as ordained people, but as "lay persons, bishops, priests, and deacons." Further, all Christians are called on by the Church "to follow Christ; to come together week by week for corporate worship; and to work, pray, and give for the spread of the Kingdom of God" (BCP, pp. 855-856).

By necessity, our mission is always carried out in the context of human relationships. In these relationships, we are guided by our Baptismal Covenant, which calls on us to "strive for justice and peace among all people, and (to) respect the dignity of every human being" (BCP, p. 305). In this holy context, with our holy calling, it is imperative that we learn to live, model, teach and nurture healthy and safe relationships. Relationships in ministry should always be experienced as caring and compassionate and without intention to do harm or allow harm to occur. This Sexual Exploitation Policy will help us create, maintain, and foster safe environments for caring and compassionate relationships to take place without fear of power imbalances that often occur in society.

General Definitions

A. Church Personnel

1. All clergy whether stipendiary, non-stipendiary, or otherwise, who are engaged in ministry or service to the church.
2. All paid personnel whether employed in areas of ministry or other kinds of services by the diocese and its congregations. For example, custodians or clerical support staff.
3. Those who contract their services to the diocese and its congregations.
4. Volunteers, including any person who enters into or offers him or herself for a church related service, or who actually assists with or performs a service, whether or not they have been selected or assigned to do so. Volunteers include members of advisory boards, vestries, boards of directors as well as others such as altar guild members or Christian education coordinators.

B. Pastoral Relationship

1. A relationship between a clergy person and any person who attends a congregation or other ministry setting in which the clergy person serves, or who seeks ministry from the clergy person.
2. A relationship between a clergy person/duly-appointed lay person, whether employee or volunteer, and any person where the clergy person/duly-appointed lay person is authorized to provide and does provide counseling, pastoral care, spiritual direction or spiritual guidance, ministration of any Sacrament, life/leadership/peer coaching or hearing a person's confession.
3. A relationship between any of the following ministers licensed under Canon III.4 and any person served in the course of such ministries: Pastoral Leaders, Worship Leaders, Eucharistic Ministers, Preachers, Eucharistic Visitors, and Catechists.

C. Persons Who Have Pastoral Relationships

1. All clergy whether stipendiary, non-stipendiary, or otherwise.
2. All duly-appointed laypersons, whether employees or volunteers, who are authorized to provide and do provide counseling, pastoral care, spiritual direction or spiritual guidance, ministration of any Sacrament, life/leadership/peer coaching or hearing a person's confession.
3. Ministers licensed under Canon III.4: Pastoral Leaders, Worship Leaders, Eucharistic Ministers, Preachers, Eucharistic Visitors, and Catechists.

D. Sexual Exploitation

Sexual exploitation is the development or attempted development of a sexual relationship between persons with a Pastoral Relationship and includes, but is not limited to, the following actions:

1. Verbal: such as sexual innuendo, indecent proposals, sharing sexual stories, jokes or fantasies, or making inappropriate comments about someone's appearance.
2. Behaviors: such as inappropriate touching, sending or posting communications with sexual content (correspondence, email, text messages, instant messages, photographs, attachments, phone conversations, voice mail, etc.).
3. Sexualizing a Pastoral Relationship (e.g., requesting dates, giving unwanted attention, etc.).

E. Supervisors and Decision-Makers

1. All persons who supervise Persons Who Have Pastoral Relationships.
2. All members of decision-making bodies who have the authority to approve the creation of ministries, programs, church activities, or policies involving Pastoral Relationships.
3. The Standing Committee, Diocesan Council, Vestries and the like who appoint or approve Persons Who Have Pastoral Relationships as defined in this policy.

Prohibition against Sexual Exploitation

The Episcopal Diocese of North Dakota does not tolerate sexual exploitation in any form. Sexual exploitation is the development or attempted development of a sexual relationship between persons having a Pastoral Relationship.

Safeguards for Preventing Sexual Exploitation of Adults

A. Screening and Selection

Please note: Congregations are responsible for the screening and selection procedures described below for any position within the congregation covered by this policy. The Bishop or his/her designee is responsible for diocesan positions.

Any and all Persons Who Have Pastoral Relationships shall be screened and selected using the following tools and procedures:

Persons Who Have Pastoral Relationships shall be screened before engaging in Pastoral Relationships.

1. Lay applicants shall be known to the leadership of the congregation for at least six (6) months.
2. Background Screening
 - a. An **Application** form [or church deployment form] completed by the applicant that includes an authorization for the release of information to conduct background screening and reference checks (See Appendix A) and that also includes the **Code of Conduct** (Appendix F).
 - b. **Criminal Records Check** for people who will be working with vulnerable adults in the home of the vulnerable adult in any state where the applicant has resided during the past seven (7) years, and other states, if any, as determined by the congregation or diocese.
 - c. **Sexual Offender Registry Check** in any state where the applicant has resided during the past seven (7) years.
 - d. **Individual Interview** with the applicant.

e. **Reference Checks** of applicants should include at least one relative outside the congregation and at least one other person outside the congregation.

3. All information gathered about an applicant will be carefully reviewed and evaluated to make a determination, in consultation with others as necessary, of whether or not the person is appropriate to engage in Pastoral Relationships.

4. Appropriate records (including documentation of background screening and licenses for lay ministries where relevant) for Persons Who Have Pastoral Relationships will be kept where other church records are kept.

5. Criminal records checks and sexual offender registry checks will be updated as deemed appropriate by the Bishop for Persons Who Have Pastoral Relationships.

6. Persons Who Have Pastoral Relationships who transfer within the Diocese of North Dakota and apply for or are asked to or who do undertake a position in which they have Pastoral Relationships are required to undergo the same screening and selection process specified above. This requirement may be met through a transfer of a copy of their personnel file to the new congregation or program together with completion of a new application, individual interview and reference checks with the congregations, schools, agencies or other programs for which the applicant has had Pastoral Relationships since the screening was last done as shown in the applicant's personnel file.

B. Education and Training Requirements

1. Persons Who Have Pastoral Relationships

Before any person engages in Pastoral Relationships s/he is required to complete training on the prevention of sexual exploitation of adults. If that is not possible, this policy must be reviewed and discussed with her/him before s/he has Pastoral Relationships. The rest of the education and training must be completed within three months of beginning to have Pastoral Relationships. In the case of already licensed lay ministers - at a minimum - a review of this policy should be incorporated as part of their ongoing training and any preparation for re-licensure.

2. Supervisors and Decision-Makers of Persons Who Have Pastoral Relationships

Within three months of becoming a Supervisor or Decision-Maker, individuals must complete training on the prevention of sexual exploitation of adults.

C. Activities for Monitoring and Supervising Pastoral Relationships

The monitoring and supervision of programs and activities involving Pastoral Relationships is important for safeguarding adults from sexual exploitation. Monitoring and supervision should include, but are not limited to:

1. Maintaining an up-to-date list of approved Persons Who Have Pastoral Relationships including licensed lay ministers in the church office or other place where church records are kept.

2. Requiring that all new activities that include Pastoral Relationships have the approval of the rector or priest-in-charge before they start. Requests to develop new activities should be submitted in writing to the rector or priest-in-charge. The rector or priest-in-charge will consider whether the plan for a new activity includes adequate monitoring and supervision.

3. Requiring that all Persons Who Have Pastoral Relationships be approved to do so by the rector or priest-in-charge in accordance with the Screening and Selection process above.

4. Settings where Pastoral Relationships take place:

- should, whenever possible, be places where casual monitoring by others is convenient (for example along well-traveled hallways or in areas where other Church Personnel work nearby);
- in open, visible spaces or in closed spaces that have windows that remain unobstructed by closed blinds, furniture, plants, or other adornments;

- should convey safety and comfort without the use of couches, loveseats, beds, futons or other furniture that would encourage close seating between the persons in the Pastoral Relationship.

D. Behavioral Guidelines for the Prevention of Sexual Exploitation of Adults

When creating safe boundaries for Persons Who Have Pastoral Relationships, it is important to establish what types of interactions are appropriate and inappropriate. Stating which behaviors are appropriate and inappropriate allows Church Personnel to comfortably show positive affection in ministry, and yet identify individuals who are not maintaining safe boundaries with other adults. These behavior guidelines are:

- based, in large part, on avoiding behaviors known to be used by those who have engaged in sexual exploitation of adults,
- intended to assist Church Personnel and Congregants in monitoring and supervising behaviors and interactions of Persons Who Have Pastoral Relationships to help maintain appropriate boundaries at all times,
- intended to be used to make decisions about interactions of Persons Who Have Pastoral Relationships with those with whom they have a Pastoral Relationship,
- to be carefully followed by all who are involved in Pastoral Relationships.

Some appropriate interactions, *as long as they are welcomed by the recipient*, are listed below:

- brief hugs
- pats on the shoulder or back
- kisses on the cheek
- handshakes
- holding hands during prayer

Some inappropriate interactions in Pastoral Relationships and other ministries with adults include:

- inappropriate or lengthy embraces
- kisses on the mouth
- touching sexual areas of the body
- showing affection while in isolated areas such as bedrooms, closets, staff-only areas or other private rooms
- any form of unwanted affection
- comments or compliments (spoken, written, or electronic) that relate to a person's body or appearance that are at all suggestive. Examples would be, "You should wear that outfit more often," or "You look really hot in those jeans."
- giving gifts or money to favored individuals
- repeated and/or private meetings with individual adults, especially meetings that occur away from church property and during non-business hours
- repeated electronic communications, such as email or texts, especially those that contain personal disclosures or solicitations of an intimate relationship
- seeking excessive private time with a specific adult
- changing one's manner of dress when in the company of a specific adult
- providing a specific adult with personal access such as one's personal email address or cell phone number if that is not the norm

Reporting Suspected Sexual Exploitation

Anyone who believe that s/he or someone else has been subjected to sexual exploitation, actions that violate this policy or inappropriate behavior, may make their concerns known to the offending person if they are comfortable doing so, or they may report their concerns to one of the following:

- a diocesan intake officer (names are posted on the diocesan web site)
- the rector or clergy person in charge of the congregation
- the senior warden of the congregation
- the bishop

Church Personnel are required to report any suspected or known policy violations to one of the individuals above. NOTE: One of the diocesan intake officers should be notified promptly of any suspected or known policy violation that is initially reported to any of the other persons listed above.

Reports may be made via any of the following:

- Telephone call
- Letter
- Email
- Fax
- In-person meeting
- Filing a “Notice of Concern” (a form is available at the Diocesan website or from the Diocesan Office)

All reports of sexual exploitation, policy violations, or inappropriate behavior under this policy will be taken seriously.

Appendices

A. Acknowledgment, Release, and Signature for Inclusion in Application or with Church Deployment Office Form

To the best of my knowledge, the information contained in this application is complete and accurate. I understand that providing false information is grounds for not hiring me or choosing me for a volunteer position or for my discharge if I have already been hired or chosen. I authorize any person or organization, whether or not identified in this application, to provide any information concerning my previous employment, education, credit history, driving record, criminal conviction record, sexual offender registry or other qualifications for my employment or volunteering. I also authorize _____ [Congregation] to request and receive such information.

If hired or chosen, I agree to be bound by _____ [Congregation’s] policies and procedures, including but not limited to its Policies for the Prevention of Sexual Exploitation of Adults and Code of Conduct for Persons Having Pastoral Relationships. I understand that these may be changed, withdrawn, added to or interpreted at any time at the _____ [Congregation’s] sole discretion and without prior notice to me. I also understand that my employment or volunteering may be terminated, or any offer or acceptance of employment or volunteering withdrawn, at any time, with or without cause, and with or without prior notice at the option of _____ [Congregation] or myself.

Nothing contained in this application or in any pre-employment or pre-volunteering communication is intended to or creates a contract between myself and _____ [Congregation] for employment, volunteering or the providing of any benefit.

I have read and understand the above provisions.

Signature _____ Date _____

B. Recommended Questions for the Interview

The following are sample questions that may help you screen out someone who is unable to maintain healthy boundaries with adults.

1. Please tell me about the last time a member of your (congregation, youth group, office staff, etc.) demanded too much of your time. How did you handle that?
2. Please give an example of a time in your work or volunteer history when you thought the policies were too rigid. How did you handle that?
3. Please describe a time when you felt a special bond or friendship between yourself and a member of your (congregation, youth group, office staff, etc.).

4. Please give an example of a “boundary violation.” Has that ever happened to you, or has anyone ever said that you violated a boundary of some sort?

5. Has disciplinary action of any sort ever been taken against you by a licensing board, professional association, ecclesiastical body or educational or training institution? Have there been complaints against you that did not result in discipline? Are there complaints pending against you before any of the above-named bodies? If yes, please explain.

6. Have you ever been asked to resign or been terminated by a training program or employer? If yes, please explain.

7. Have you ever had a civil suit brought against you about your professional work or is any such action pending? Have you ever had professional malpractice insurance suspended or revoked for any reason? If yes, please explain.

8. Have you ever been charged (formally or informally) with any ethics violations, sexual exploitation, sexual abuse or sexual harassment? Are any such actions or complaints pending against you? If yes, please explain.

9. Are you now or have you ever had sexual contact or attempted sexual contact (sexual intercourse of any kind, intentional touching, or conversation for the purpose of sexual arousal) with any person you were/are seeing in any professional context or in a Pastoral Relationship (i.e. parishioner, client, patient, employee, student)? If yes, please explain.

10. Are you now or have you ever been involved in the production, sale, or distribution of pornographic materials? If yes, please explain.

11. Have you ever had a restraining order, injunction, order for protection or the like issued against you? Have you ever had your parental rights restricted, suspended or terminated or have any of your children ever been in foster care? Have you ever been accused of domestic violence? If so, please explain.

C. Recommended Questions for References

1. Please give me an example of how _____ maintains good boundaries with adults.

2. Have you ever heard _____ tell a joke or say something that made you or others uncomfortable?

3. Would you be comfortable referring a vulnerable friend of yours to _____ for pastoral counseling? Why? Why not?

4. The position for which _____ has applied requires that s/he be able to work closely with people whose lives may be in turmoil and who may not have good judgment at that point in time. Can you think of any reason that _____ should not be allowed to do this work?

D. Guidelines for Office Decor

Spaces where Pastoral Relationships occur should be a relaxing and productive setting ready at all times for use for Pastoral Relationships. The following are recommendations that will help create an environment that is peaceful and private while allowing appropriate supervision.

Furniture: Comfortable chairs set at a 45 degree angle from each other create a good area for conversation. Couches and loves seats are discouraged but if they are used Persons Who Have Pastoral Relationships should not sit on them with parishioners or other visitors. Having furniture that allows reclining can leave persons open to false allegations of inappropriate behavior.

Artwork: Artwork should be tasteful without offending the staff or other visitors.

Windows: Windows in walls or doors should be unobstructed by blinds, furniture, curtains, or posters so that the space is always available to casual monitoring. A sense of privacy can be maintained by arranging the furniture so that Persons Who Have Pastoral Relationships are always visible, but the parishioner or visitor does not feel exposed.

Entrances: If the space has a private entrance, and it is used, be sure staff knows when someone is in the space and when it is being used for Pastoral Relationships.

E. Guidelines for Providing Counseling

- Limited number of sessions, generally no more than 4 or 5 on any particular life issue
- Don't go outside your area of expertise. Refer to a psychologist, credentialed professional, medical doctor, or mental health professional.
- Even if you are separately credentialed and/or licensed as a mental health professional (psychologist, marriage and family therapist, substance abuse counselor, etc.) while you are functioning on behalf of the church you should:
 1. Make it clear to those you are serving that you are NOT serving in that role
 2. If you function in that role while you are also functioning on behalf of the church, you should clearly separate those two roles by where you practice each and clearly communicate to all concerned of when you are functioning in each role.
 3. You must maintain in full force separate professional insurance coverage at all times for any work you do outside your church role. The insurance must have per occurrence limits of at least \$ _____ and aggregate limits of at least \$ _____, including coverage for Sexual Misconduct, however defined in the policy(s) in with limits of at least \$ _____ and name your church employer or church for whom you function in Pastoral Relationships as an additional insured.
 4. You must provide evidence of such insurance to your church employer or church for which you function in Pastoral Relationships annually.

F. Code of Conduct for Persons Who Have Pastoral Relationships

Persons Who Have Pastoral Relationships:

- understand that the church will not tolerate the sexual exploitation of adults it serves
- agree to not attempt to or to sexually exploit any person they serve or work with on behalf of the church
- agree to comply with the policies for general conduct with adults as defined in these Policies for the Prevention of Sexual Exploitation of Adults
- agree to comply with the _____ [Congregation] Code of Conduct for Persons Who Have Pastoral Relationships (Appendix F)
- agree, whenever appropriate and possible, to have one-to-one meetings with adults during regularly/ publicly scheduled hours and by appointment on church property while others are present in the building or in other appropriate professional settings where they can be observed

- agree to maintain clear and appropriate boundaries and avoid even the appearance of impropriety
- agree to immediately end any sexual or inappropriate relationship with a person with whom he/she has a Pastoral Relationship or when he/she has questions about the implementation of these policies and immediately seek advice from the bishop, a trusted colleague or mental health professional
- agree to immediately report any inappropriate behaviors, boundary violations or possible policy violations they observe under these policies
- acknowledge their obligation and responsibility to prevent sexual exploitation of adults and agree to report known or suspected sexual exploitation of adults to church leaders and state authorities in accordance with these policies

Persons Who Have Pastoral Relationships are prohibited from:

- dating or becoming romantically involved with those with whom they have a Pastoral Relationship as long as the Pastoral Relationship continues and for a period of no less than six months after the Pastoral Relationship has ended.
- having sexual contact with any person with whom he/she has a Pastoral Relationship.
- possessing any sexually oriented materials (magazines, cards, videos, films, clothing etc.) on church property or using such materials in the conduct of their ministry unless the materials are part of a pre-approved educational program or curriculum and are used only for that purpose.
- using the Internet to view or download any sexually oriented materials on church property or from having it on church-owned computers, and from bringing such materials onto church property.
- discussing their own sexual activities, including dreams and fantasies, or discussing their use of sexually oriented or explicit materials such as pornography, videos or materials on or from the Internet, with any person with whom they have a Pastoral Relationships.

Signed and agreed upon: _____

Date: _____

G. Confidential Notice of Concern – Episcopal Diocese of North Dakota

Individual(s) of Concern: _____

Type of Concern (check all that apply):

- ☐ Inappropriate behavior within a Pastoral Relationship
- ☐ Policy violation with those served in ministry
- ☐ Possible risk of an inappropriate relationship between adults of unequal power
- ☐ Other concern:

Date(s) of occurrence: _____ Time(s): _____

Describe the situation: What happened, where it happened, when it happened, who was involved, who was present, and who was notified? If reported to the State, what was their recommendation about investigating? Attach additional sheets, if needed.

Has this situation ever occurred previously? Attach additional sheets, if needed.

What action, if any, was taken? How was the situation handled, who was involved, who was questioned, were police called? Attach additional sheets, if needed.

What is the follow-up plan? Does anyone else need to be notified? Will the situation need monitoring? Would you like someone to call you to discuss this situation?
Attach additional sheets, if needed.

Notice of Concern submitted by: _____

Telephone number: _____

Location and address: _____