

EPISCOPAL DIOCESE OF NORTH DAKOTA
DIOCESAN COUNCIL MEETING MINUTES
St. George's, Bismarck
March 24-25, 2017

Present: Michael Smith, Michael Paul, Dan Rice, Elaine McLaughlin, Christie Iverson, Duane Fox, John Floberg, Robert Fox, Mike Rhinehart, Don Henderson, Duffy Williams, Mary Johnson, Terry Overbo, Jim Shannon, Zanne Ness (non-voting), Leisha Woltjer (non-voting), Christian Senyoni (non-voting),

Absent: Carmine Goodhouse, Brandon Mauai, Julie Helgaas, Linda Hokana, Paul Zaharia, Kristin Koch

6:00 Dinner

7:00 Evening Prayer

Bishop Michael opened the meeting. Roll call was taken and a quorum was established. Ministry on the Margins which was added to the agenda, which was adopted as amended.

The minutes of the November 2016 meeting were accepted as amended. Motion by Mary Johnson; seconded and carried.

John Floberg nominated Robert Fox to serve as Treasurer, Christie Iverson seconded. Unanimous vote was cast and approved. Mary Johnson nominated Beth Lipp to serve as Assistant Treasurer, Terry Overbo seconded. Unanimous vote was cast and approved.

Leisha Woltjer presented the Finance/Treasurer's report.

Widmer Roel has completed the 2016 Diocesan audit. The draft audit report was distributed earlier this month via email. The following items were discussed:

- During the audit, it was questioned if Bishop Smith's Line of Credit was still active. It is not and recommended creating an addendum to the original agreement. The addendum states: *The Diocese of North Dakota acknowledges that Bishop Smith's Line of Credit was paid in-full as of March 18, 2014. Since the Line of Credit was not setup as revolving; the Line of Credit is no longer active and the account is now closed.* The addendum was approved and signed by Bishop Michael, Robert Fox and Leisha Woltjer.
- A stamp of the Bishop's signature was made to use, with his approval, for letters, certificates, etc. With the Bishop's permission, Leisha used the stamp two times for checks because a second check signer was not available. Both times were extraordinary circumstances. She knows that this is not the purpose for the signature stamp and it will not be used for such a matter again.
- When the Diocesan credit card policy was approved, we neglected to appoint a person to examine the charges and receipts. Beth Lipp, who is reviewing the monthly bank statements and check register, has agreed to review the credit card charges as well.

Terry Overbo moved to approve audit suggestions, Jim Shannon seconded. Motion passed.

Robert Fox moved to add Julie Helgaas to as check signer on the Diocesan checking account, seconded by Michael Paul. Motion approved.

Duffy Williams moved to approve the audit report, Elaine McLaughlin seconded. Discussion regarding the Finance Committee's recommendation to seek proposals from multiple accounting firms for the 2017 audit, including Widmer Roel. Proposals will be pursued beginning in April/May. Motion passed.

At the August 2016 meeting, Diocesan Council voted to Stand in Solidarity with the Standing Rock Sioux Tribe. Since then, the Diocese has collected over \$79,000 in donations for "outreach efforts to the NO DAPL and Sacred Stone camps". This money was sent to St. Luke's, Fort Yates for their distribution and oversight. Since the donations were received and tax receipts were mailed by the Diocese, it's our responsibility to be able to verify the funds were used for their intended purpose. We request St. Luke's provide an accounting of how the funds were used, including copies of receipts and bank statements. A deadline of May 31st was set for an accounting report.

The Diocese has two representatives on the PIF (Pooled Investment Fund) Committee. The current Diocesan representatives are John Floberg and Bart Davis. Bart's two-year term expires at the end of March and he is not interested in serving again. Duffy Williams has agreed to serve and the appointment has been approved by the Finance Committee. Diocesan Council approved the appointment.

Mike Rhinehart moved to approve treasurer report, Jim Shannon seconded. Motion carried.

John Floberg reported on the Diocesan Investment Committee. Comparisons were done between the PIF and DFMS (Episcopal Church) and no decision has been made to make any changes. Lengthy discussion was held regarding fees, fiduciary responsibility, and pros and cons of both entities. Mike Rhinehart moved to transfer the Diocesan investment funds from the PIF to DFMS. Christie Iverson seconded. Motion passed.

Mary Johnson reported that there is nothing to report regarding Diocesan Convention Youth Activities. A suggestion was made to add the following to the Convention registration form: "If childcare were offered, would you use it? What is the age of the children and how many?"

Zanne Ness reported on Ministry on the Margins in Bismarck which is going very well.

9:00 p.m. Concluding Prayer

Saturday, 8:30 a.m. Morning Prayer

Diocesan Alcohol Use Policy

Tom Tudor (St. George's, Bismarck) submitted a proposed Policy for the Use of Alcohol at Diocesan-sponsored Activities or Functions. Bishop Michael appointed Mary Johnson to serve as chair of the committee for developing an Alcohol Use Policy (using the proposed policy). Christie Iverson, Zanne Ness and Robert Fox volunteered to serve as well. The committee is to present a revised policy at the Council meeting in August.

John Floberg gave an update on the Sustainability Grants which include solar panels at St. James', Cannon Ball, NDCIM vestment design and sewing, mini-excavator for digging graves and youth ministry collaboration in North and South Dakota.

John Floberg, on behalf of the Standing Committee, presented a report on the ND/SD Diocese cooperation, collaboration, juncture resolution. The report included a list of areas to explore cooperation and individuals identified for each area. A series of meetings is scheduled.

Zanne Ness gave an update a Commission on Ministry update.

Bishop Michael gave an update on the East African Scholarship Committee.

Ten people from the Diocese of ND are taking a mission trip to Haiti from June 7-14.

Michael Paul gave an update on Bakken Ministry in Williston and Ray.

The next meeting of the Diocesan Council will be August 18-19, 2017 at Gethsemane Cathedral, Fargo.

The meeting was adjourned with Prayer by Bishop Smith.

Eucharist and Lunch.

Submitted by Leisha Woltjer, Diocesan Administrator