

Diocesan Council Meeting
Grace Church, Jamestown
November 17-18, 2023

Present: Donna Pettit, Steve Godfrey, Robert Fox, Bob Hoekstra, Kim Fox, Elsie Magnus, Stephanie Garcia, Jason Thoms, JoAnn Keehn, John Anderson, Mark Strobel, John Baird, Beth Lipp, Susan Lisok, Rachel Schmidt, and Assisting Bishop Brian Thom

Absent: Brandy Watson, George Abdilnour, John Floberg, Elaine McLaughlin, Leo Wilking

* Amy Morrow via Zoom on Saturday

* Tammy Enockson arrived Saturday

Friday November 17 @ 7:00 pm

- Vice President Mark Strobel, leading the weekend meetings in Bishop Tom's absence, welcomed the Council and opened the meeting.
- Bishop Brian led evening prayer.
- Check in, introductions and hopes for ministry on Council in the coming year were shared
- Respectful Communication Guidelines were reviewed
- The work of Council and Diocesan Convention was addressed in small group conversations.

Saturday November 18 @ 9:00 a.m.

- Mark Strobel began the meeting with a welcome and thank you to Grace Church for their hospitality.
- Bishop Thom led morning devotions
- Mark Strobel asked for volunteers for
 - Reporter for this meeting: Stephanie Garcia
 - Chaplain for March zoom meeting: Bob Hoekstra
 - Chaplain for April in person meeting: Beth Lipp
- Motion to accept the Minutes from the September 2023 meeting presented by Donna Petit
 - Motion by Bob Hoekstra; John Baird second
 - Motion passed

Finance Report

- Amy Morrow joined the meeting via zoom to report on Financial Matters
- The Finance Committee brought several recommendations for the Council to consider
- Motion from the Finance Committee to approve the following recommendations of 2023 unspent budget funds:
 - Line 2020: General Convention Reserve Fund – move funds into the reserve fund for next year's convention from available surplus at the end of the year up to an additional \$10,000
 - Line 3560: Youth Ministry Program – add a new reserve fund and transfer expense from line 219
 - Line 3110: Any 2023 unspent funds at the end of the year, transfer those funds into the Native American Ministry Reserve Account
 - Any unspent funds from Dunseith and Fort Totten would go into the Native American Ministry Reserve for future staffing
 - John Anderson second
 - Questions and discussion followed
 - Motion passed
- Motion from Finance Committee to take an additional 2% on top of the allowed 2 % of the 4th quarter dividends in order to fund the NSMTF proposal.
 - Beth Lipp second
 - Much discussion

- Motion passed
- Motion to approve 2023 housing allowance for Steve Godfrey (see attached appendix)
 - Motion by Bob Hoekstra; Donna Petit second
 - Motion passed
- Motion to approve 2023 housing allowance for Kim Fox (see attached appendix)
 - Motion by Bob Hoekstra; Susan Lisok second
 - Motion passed
- Motion to approve 2023 housing allowance for John Floberg (see attached appendix)
 - Motion by Jason Thoms; Donna Petit second
 - Motion passed
- Motion from Finance Committee to accept the 2022 Audit from Widmer Roel
 - Beth Lipp second
 - Discussion included the areas that the finance team is working on 1) statement of functional expenses for 2024 2) three sets of eyes on check writing 3) ACS to QuickBooks focus
 - Motion passed
- Motion from Finance Committee to appoint and approve the 2024 Finance Committee: Amy Morrow, Robert Fox, Bishop Brian Thom, Elaine McLaughlin, Corry Kenner, Chad Schmidt and David Martin
 - Bob Hoekstra second
 - Motion passed
- Motion from the Finance Committee to stay with 2024 budget for clergy COLA and Compensation
 - Explanation: We budgeted 4.75% COLA and 0.25% STEP. The resolution would be that Council would approve what was budgeted even though COLA is 3.2% this year. We failed to approve the upward COLA last year and this would make up the difference.
 - Stephanie Garcia second
 - Motion passed

Reports

- Bishop – Tom Ely submitted a written report
- Diocesan Administrator – Jessica Krzewina submitted a written report
- Diocesan Minister - Steve Godfrey submitted a written report
- NW Minister – Kim Fox submitted a written report
- NDEF – Beth Lipp submitted a written report
- Congregational Development – Donna Pettit submitted a written report
- UTO – Mary Massad & Vanessa Strobel submitted a written report
- Standing Committee – no written report; Mark Strobel gave an update
 - The committee is working to nominate Bishop Brian Thoms as the next Provisional Bishop after Bishop Tom Ely’s recommendation

Morning break 10:00 – 10:20

Goals for 2024

- Mark Strobel called on Bishop Brian to talk about the next step of having a second Bishop provisional
 - Bishop Brain asked, “What is the identity of being Episcopalian in North Dakota?”
 - The work of the next Bishop provisional will be to oversee structural changes, canonical changes and teaching.
- Mark Strobel called on Steve Godfrey to lead us through the changes we will be making
 - Whereas before we used the Matrix to monitor our goals now the New Season of Ministry Resolution passed by the Convention has set our goals for the next phase of our journey.
 - ANNOUNCEMENT: Bishop Tom has appointed Kim Fox to be our Reconciliation/Creation Care/ Congregational Development Missioner
 - Youth & Young Adult position has been published
 - Steve led the Council through the Proposal for Council Shepherding Goals from NSMTF

Goals & Proposed Shepherds

1. Remain one diocese with a bishop – *Standing Committee*

- Standing Committee is canonically responsible to nominate/develop the search committee for Diocesan Bishop
- 2. Develop Youth/Young Adult Ministry – *Elsie Magnus, Rachel Schmidt, Jason Thoms, John Floberg*
 - Youth Commission has two members currently: Leah Henderson & Hannah Gendron. This commission needs more members.
- 3. Develop Native American Ministry – *Elaine McLaughlin, John Floberg, JoAnn Keehn, Robert Fox*
 - NDCIM is primarily responsible
 - Beth Lipp noted that St. George’s has 25% Native parishioners – what more can they do?
 - Steve pointed out that this goal about native ministry across the diocese.
- 4. Develop Congregational Ministry – *Donna Pettit, John Baird, Elsie Magnus, Susan Lisok, Bob Hoekstra*
 - Commission on Ministry and Congregational Development Committee
 - Living Stones type ministry development
- 5. Develop Reconciliation and Creation Care Ministry – *Stephanie Garcia, Robert Fox, JoAnn Keehn*
 - Reconciliation Committee and Creation Care are the two committees plus staff.
 - Reconciliation Committee needs a chair.
- 6. Staff to align with goals – *John Anderson, Rachel Schmidt, Tammy Enockson*
 - Personnel Committee
 - Change in Steve’s title to help those in the wider church understand Steve’s role.
- 7. Explore and engage cross-diocesan collaboration – *George Abdilnour, John Baird, Beth Lipp, Mark Strobel*
 - There is no committee for this; Steve will help develop as Bishop Ely has done most of this work in the past
 - Talked about how the Episcopal Church is divided into IX provinces. We are in Province VI.
- 8. Structural/organizational changes – *Leo Wilking, John Floberg, Jason Thoms, Donna Pettit*
 - Canons Committee

The plan is to hear from each shepherding group at the next Council meeting

Special Convention for the election of Bishop Provisional

- From the Diocesan Canons: *A Special Convention may be called by the Ecclesiastical Authority, in consultation with the Diocesan Council, provided that notice of a Special Convention is given to the delegates at least thirty days prior to the time set for the meeting, and no other business may be transacted.*
- Motion to hold a Special Convention for the election of Bishop Provisional on Sunday January 7, 2024 @ 4:00 pm
 - Motion by Susan Lisok; Jason Thoms second
 - Motion passed
- Bishop Tom Ely will preside over the Special Convention

Noon prayer led by Bishop Brian & break for lunch 12:06-12:50 pm

Populating Commissions & Committees

- Property Advisory Committee
 - People who know about realtors or property management
 - Offer advice/consulting/assessment
 - Potentials members: Tom Hopkins, Justin (Devil’s Lake), Bart Davis, Amy Morrow’s husband, Brian Warfalfel (Mark), Robert Fox
 - Revisit at next meeting to create and populate
- Communications Committee
 - Create policy, help edit publications and decision making

- Potential members: Sandy Holbrook, Jason Thoms, Tammy Enockson
- WoDakota Annual Appeal
 - Previous Members: Jason Thoms, Susan Owens, Joelle Shewey, JoAnn Keehn and Tammy Enockson
 - Ask previous members to serve again. Tammy Enockson has expressed the need to step down from this Task Force
- North Dakota Episcopal Foundation
 - Endorsement of Trustee elections: The North Dakota Episcopal Foundation is a separate corporation with close ties to the Diocese. The Trustees are elected by the Board of Trustees and endorsed by the Diocesan Convention. We were not ready with names in time for Convention, so Council, acting on behalf of Convention between Conventions, is asked to endorse these elections:
 - Motion to endorse NDEF Board of Trustee Election of Beth Lipp, George Abdilnour, Oliver Mogga, and Ila McKay
 - Motion by Elsie Magnus; Susan Lisok second
 - Motion passed

Proposed dates for 2024 Council meetings

- March 2 - zoom
- April 19-20 – in person Fargo?
- May 21 – zoom
- June 14-15 – in person Minot?
- July 30 (budget) – zoom
- September – in person Bismarck?
- November (new members) – in person Jamestown

Election of Council positions

- Vice President
 - Presides over Council meetings in the absence of the Bishop
 - Motion to elect Bob Hoekstra as Vice President
 - Nominated by John Baird; Donna Petit second
 - Motion passed
- Secretary
 - Takes the Minutes of each meeting
 - Motion to elect Tammy Enockson as Secretary of Council
 - Nominated by Donna Petit; second John Baird
 - Motion passed
- Assistant Secretary
 - Takes the Minutes when the Secretary is unavailable to attend a meeting
 - No one present volunteered, Tammy suggested asking John Floberg

Bishop Brain offered a closing prayer; Deacon Beth Lipp gave the dismissal

Motion to adjourn the meeting @ 1:37 pm

- Moved by Bob Hoekstra; John Baird second
- All approved



The Episcopal Diocese of North Dakota
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DIOCESAN COUNCIL
HOUSING ALLOWANCE DESIGNATION FOR
The Reverend Steven R. Godfrey
November 18, 2023

Whereas the Rev. Steven Godfrey is employed as a minister of the Gospel of the Episcopal Diocese of North Dakota, which does not provide a residence for him, the Diocesan Council resolves that of the total compensation of \$78,306 to be paid to the Rev. Steven Godfrey during 2024, that \$24,000 be designated as parsonage allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986; and further resolves that the designation of \$24,000 as a housing allowance shall apply to calendar year 2024 and all future years unless otherwise provided.



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DIOCESAN COUNCIL
HOUSING ALLOWANCE DESIGNATION FOR
The Reverend Kimberly Fox
November 18, 2023

Whereas the Rev. Kimberly Fox is employed as a minister of the Gospel of the Episcopal Diocese of North Dakota, which does not provide a residence for her, the Diocesan Council resolves that of the total compensation of \$75,878 to be paid to the Rev. Kimberly Fox during 2024, that \$15,000 be designated as parsonage allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986; and further resolves that the designation of \$15,000 as a housing allowance shall apply to calendar year 2024 and all future years unless otherwise provided.



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DIOCESAN COUNCIL
HOUSING ALLOWANCE DESIGNATION FOR
The Reverend John Floberg
November 18, 2023

Whereas the Rev. John Floberg is employed as a minister of the Gospel of the Episcopal Diocese of North Dakota, which although providing a residence for him does not provide the full cost of maintaining and furnishing such a residence, the Diocesan Council resolves that of the total compensation of \$68,498 to be paid to the Rev. John Floberg during 2024, that \$12,000 be designated as parsonage allowance within the meaning of that term as used in Section 107 of the IRS Code of 1986; and further resolves that the designation of \$12,000 as a housing allowance shall apply to calendar year 2024 and all future years unless otherwise provided.