

Episcopal Diocese of Western New York
Diocesan Council Meeting
November 9, 2006
Diocesan Offices
1114 Delaware Avenue, Buffalo
Minutes of Meeting

Voting members present: Bishop Garrison, Kim Baker, Sarah Buxton-Smith, Nancy Consedine, Ann Dutton, Owen Gould, Isaac Ihiasota, Barbara Northan, Colleen O'Connor, Gloria Payne-Carter, Margaret Rose, John Rupnow, Douglas Turner, Catherine Way.

Voting members unable to attend: Steven Metcalfe, David Noves, Daniel Weir.

Others present: Martin Greg (alternate member), Richard Cutting (Treasurer), Howard Gondree (Comptroller), Lorraine Hapeman (Secretary).

Total present: 18

The Bishop called the meeting to order at 6:00 p.m. and offered the opening devotions. The first part of the meeting was devoted to the orientation of new members.

The consent agenda: The consent agenda including the minutes of the October 12, 2006 meeting and the Bishop's calendar was presented. A motion was made and seconded to accept the consent agenda as presented. The motion carried.

The election of a Vice-Chair of Council was held. Nancy Consedine was nominated and accepted the nomination. She was elected unanimously.

The election of a Secretary of Diocesan Council was held. Lorraine Hapeman was nominated. She tried to decline the nomination but was over-ruled and elected unanimously.

Financial matters: Howard Gondree explained that a cash flow statement is prepared monthly for Council's information. Quarterly financial statements will be reported by the Treasurer. There was discussion about the last column of figures on the report. It is currently reported as the percentage of the 12 month budget figure for the month being reported (10 month report shows as 10 months of the 12 month total figure.) It was decided to have the last column be the actual 12 month figure.

Adopting Best Practices in Corporate Governance: Howard Gondree explained that as a part of the Diocesan annual audit, the auditors occasionally make recommendations concerning matters related to internal control. During the recent audit there were two recommendations made. One is a conflict of interest policy and the other is a code of conduct policy. These are covered in the diocesan employee handbook but the recommendation is beyond the scope of just diocesan

employees. It covers volunteers such as members of Council and other committees. Howard is researching samples of policies and it will be included on a future agenda.

Convention follow-up: Diocesan Convention directed that the Health Care Task Force be re-established. The Bishop is seeking new members for this Task Force. The question of how to proceed with the health insurance issue after the decision of convention was discussed. The Health Care Task Force will meet and bring proposals to Diocesan Convention. It was suggested that the members of the Health Care Task Force be people that have knowledge of the health care industry because it is so highly technical.

75th General Convention resolutions referred to the 169th Annual Convention of the Diocese will be reviewed by Diocesan Council over the next several months.

There being no further business, the meeting adjourned at 7:50 p.m.

Respectfully submitted,

Lorraine B. Hapeman
Secretary