

Episcopal Foundation of Wyoming
November 21 and 22, 2008
St. John's Church, Jackson Hole, WY

The following board members were present; Bishop Bruce Caldwell, Executive Director John Masters, Board Vice President Mary Caucutt, Nina Walker, John Smylie, Barb Egan, Wally Johnson, Ken Asel, Dan Land, Phil Washburn, Tracy Swanson, Dick Hodge, Linda Anderson, Lucille McAdams.

Members unable to attend; Bruce Palmer.

Guests attending included; Catherine Rogers, and Jaimie Harkins.

Foundation Board Chaplain, the Rev. Ken Asel led the board in opening worship.

- I. Vice President Mary Caucutt opened the business meeting with "Plant the Seed" for Global Mission Process.
- II. Hand out "Process for Foundation to Consider Commitment to Worldwide Mission" Mary asked us to voice thoughts, concerns, and questions after reading the handout.

Do we have a companion Diocese? Not formally. Do we want to limit ourselves to one? Partnering on projects with a wide variety of others rather than commit to just one.

What about Wyoming's needs?

How do we focus on what we care deeply enough about to change?

How do we manage money accordingly? Inside Wyoming and outside Wyoming?

Abandonment, should we change our focus of vision to bigger needs besides "roofs".

How does the board stay connected to what else is being done through the Diocese staff, program staff, Council? How do we stay connected yet do what we need to do?

Do we/should we look at the Board in a leadership role.

Prudence, let's not do anything? Balance three things, needs within the Diocese (roofs), overseas mission, other things the Diocese is involved with.

Why can't we do something like Greg Mortensen did in Pakistan?

How do we think about global mission to be able to make those around us to be enthusiastic in our mission?

A good thing to be thinking about a "new" song. What is that song? Be attentive to hearing the song.

Before we make international grants we need to continue to learn about global mission. Read the book "What Can One Person Do?" before the next meeting. It is a joint meeting with the Council. Review book before the Council. After reading the book we might want to invite Ian Douglas to meet with us at a future meeting.

- III. Beginnings
 1. Welcome new member, Lucille McAdams
Mary welcomed Lucille by having all of us introduce ourselves to her.
 2. Introduction of guests
 3. Selection of Board Appointee and receive appointments.
Mary moved that Ken Asel be appointed to the board, Dan seconded the motion. Motion passed. Bruce was appointed by the Bishop to the Board. John Smylie will represent the board at TAC. HR board rep will be Nina.
 4. Election of 2009 Officers

Dan moved and Barb seconded the slate of officers; Mary as vice-president, Linda as secretary, Phil as treasurer. The motion passed.

5. Approval of Minutes

August 9th Dan Land and Dick Hodge were omitted from those attending. Dan moved and Tracy seconded the motion that the August 9th minutes be approved as corrected. Barb moved and Dan seconded the minutes of the September 2nd meeting be approved as presented. Motion passed

6. Additions or changes to Agenda

The group to present about the Emergent church movement was here to present at this time.

a. Report on Emerging Church Project – Jackson

Trent gave us an update on the project. 32 to 34 young people attended the first meeting to discuss what might work and not work for the project which included looking for space and a website. They are working on a contract for building a website. Work will begin after Thanksgiving. A leadership team of 8 has been established, 4 members of St. John's and 4 others. Experiential worship gatherings will be planned once a month. These will be old world and technological worship centers. Isabelle spoke of her experience as a young adult looking for ways to gather outside the normal church life and connect with other young people.

IV. Committee and Working Group Reports

1. Grants Management Committee report and discussion

- a. Dan presented the grants for approval of the board. Dubois Teenage Recreation and Activities Program will be recommended to the Council. Diocesan Ministry Developer Cohort request for \$13,400, Diocese of Louisiana Youth and Young Adult Director request for \$50,000, Our Father's House, Ethete – Paths Crossing XXI for \$19,275. The grant for Sheridan Green House for Living was not recommended for funding. The grant from Our Father's House will be funded in the first cycle next year. Ken moved and Tracy seconded the report be accepted as presented. The motion passed.
- b. Mustard Seed Funding The grants committee brought the question of how to use the \$251,851 unspent grant money back to the board.

2. Investment Management Committee Report and Discussion

Tracy shared that we are making decisions today for future generations. We are investing for the long term. We need to rebalance our investments once a year at least. That will be done on December 31st each year. Change in the asset area. Cash is money in money market accounts. Cash would be 0-10% with a target around 5% while 20-30% will remain in fixed assets. Dan moved and Barb seconded a motion to change the investment policy to reflect these changes. The motion passed. Tracy will

keep us updated and informed as the market changes. Dan moved and Ken seconded the motion to accept the budget as presented.

Tracy presented a handout entitled “Money Management Process for Foundations”. We need to keep in mind the idea of hiring an advisor in the future as the rest of the Storer money comes in.

3. Budget and Audit/Finance committee Report and discussion

- a. Discussion and Approval of 2009 Budget Phil presented the report on the budget. Packets were included in the board packets. John has put the budget together and it is as sure at this point as can be expected. Questions/Answers/Discussion of the budget were entertained by John. Dan moved and Ken seconded the motion to accept the proposed budget. The motion passed. Bishop and Director discretionary grants can be taken out of the \$500,000 grant budget. This is not to be seen as a bare bones budget but a realistic one. The board may revisit and need to revise the budget quarterly.

- b. Audit update

Phil had an audit report for 2007 available to the board. It was a clean audit prepared by Lovelett, Skogen & Associates, P.C. Deficiencies were reported in a letter to the board. Many of the concerns have been taken care of already but other issues need to be addressed. They would like us to establish an internal control policy. The executive director will keep the board apprised as how the deficiencies will be taken care of.

4. Building Task Force Report and Updates

John gave an update. Final plans were drawn up. Contract has been drafted, the Bishop signed it and it has been returned to the contractor. Mike Ballard has been an asset to the process.

5. Mustard Seed Mission Group Update

- a. How do we support parishes in this process?

John Smylie asked how we can support the parishes. No web site has been created at this point. John asked that each of us be in contact with congregations on a regular basis. He has been in contact with Meg Nickles working on the liturgy that can be used the Sunday after Epiphany when the Mustard Seed will be given and received. Who can receive the money? Need to have an organizational structure.

- b. Commitment from board members to engage with parishes

Ken made a list of congregations and board members signed up to connect with congregations about the Mustard Seed Project.

Barb shared her health issues at the end of the meeting. Mary asked Ken to close the meeting with prayer.

Saturday, November 22, 2008

Ken led us in worship.

Mary called the meeting to order at 8:35

V. Topics for Conversation

1. BoardSource Leadership Forum – Insights and Challenges

a. Strategic planning (e.g. Annual special fund raising exercise)

Mary began sharing about the Forum. John M., Jaimie, Bruce P. and Mary attended. We are doing well in governance but could do better as far as a strategic plan. We could be more focused in who we are and what we do. We need a clearer sense of mission. This is an idea that will be brought forward at future meetings. John shared his experience as a forum attendee. He was impressed with the quality and variety of speakers. Clarity is a message he took away from the meeting. Finance, leadership, governance, and mission sessions were attended. Jaimie attended finance session. Watch out for bad press and the effect it can have on the Foundation.

b. Foundation Role in Capacity Building and in Leadership Development

c. Governance issues for improving the Board

Ken visited Gillette after convention. His visit centered a round their idea of building a new church. 11 people met with Ken. They do have options other than building a new church. They seem able to move forward without the money from the board. Thank you to Ken for taking on the task of meeting with the congregation in Gillette. Ken recommended having support from the diocese to any church who is considering building. Those resources had been offered to Gillette in the past and they had not taken advantage of that opportunity.

VI. Nuts and Bolts

1. Status of Diocesan Agreements John reported that Linda Anderson, as the vice-president of the Council, had signed the Firewall documents.

2. Approval of Amendment through restatement of Bylaws

John presented that he had taken the amendments and incorporated them in the bylaws document. Tracy moved and Dan seconded the motion to approve the document as amended. The motion passed.

3. Report on TAC real estate tax issue. Creating a charitable trust

Catherine reported on TAC and the real estate tax issue. We as a board are liable for the taxes. Last year the taxes were about \$5,000. Catherine looked to see if we could do anything to change this. A charitable trust was created by John. Catherine has reviewed it, the document has been sent to TAC for review. John S. said TAC has a meeting on December 16th and they could review the document then. Time is of the essence. A letter will be sent in advance of the TAC board meeting so they can review the document. Wally will attend the meeting. There does not seem to be any adverse effect to either TAC or the Foundation. John S. recommended a pre-meeting with Daphne and others to explain the situation. Dan moved and Ken seconded the motion that the foundation authorize the execution of a Charitable Trust, TAC property will be transferred to the Trust before December 31, 2008. The documents will be executed by president of the foundation and the executive director. Motion passed

VII. Global Mission Discussion

1. Sharing by Andrew Kerr, Diocesan Communication Officer

Mission was the topic of his presentation, the opportunities it presents to the board. People need to be involved in mission on a personal basis rather than write a check for their own spiritual growth. He reminded us of current mission going on in Wyoming and from Wyoming. Connections are vital as we move forward in mission. An awareness campaign has been developed. Andy shared his mission experiences with us.

2. Current opportunities to engage with foreign mission

Bruce shared his perspective on mission and how it can make a difference. Honduras and Saipan and Chuuk are places we could be sustainable. We need to reach out to others to check out the relationships we might be able to develop. Columbia might be a place to explore. There is a lot of need there. Bruce suggested traveling to connect with others. He recommended board members travel with him. Jamaica and Ghana have contacted Bruce, England, Scotland, Ireland are also places to explore companionship mission. Haiti is another place in need. Look at where we have relationship now and passion. Then look at places not getting the care they need. Develop a companionship with a Diocese. A trip to Mychronica is planned for April. Think holistically about mission.

3. Consider "Planting the Seed" proposal

Continue to look at the opportunity to connect with others doing mission. Another thing we can do as a board is to offer the dollars. Work with the Council to formulate a connection to mission and a passion for mission.

Mary named churches and board members picked churches to contact about the mustard seed.

Executive Session was called to order by Mary. Minutes were recorded by Wally Johnson.

Closing Worship

Meeting adjourned