

The Foundation for the Episcopal Diocese of Wyoming
December 11, 2009
Casper, Wyoming – Diocesan Center

Mary Caucutt called the meeting to order. Bruce Caldwell led us in prayer.

Bruce Caldwell moved and Dan Land seconded the motion that the minutes of the August and November board meeting minutes be approved as corrected. Linda Anderson's name was removed from the nominations committee as reported in the November minutes. The motion passed.

The board introduced themselves to John Bunker, the newest member of the board, who was appointed by the Bishop to fill a three year term. Those present included Linda Anderson, Mary Caucutt, Wally Johnson, Dan Land, John Smylie, Bruce Palmer, Tim Boyd, Bruce Caldwell, Phil Washburn, Lucille McAdams, John Masters, Ken Asel. John Peacock, Jamie Harkins, and John Masters were also present and introduced themselves.

Business Meeting:

Mary read the minutes of the August meeting in part to remind us of why the working groups were established:

a. **Working group reports:**

- i. **Diocesan Bridges** Mary has visited with Tim Boyd, and Meg Nickles. Bruce C. reported that it became apparent the Diocese does not have a process to work together. The committee will continue to work to keep communication within the structure of the Diocese. The structure will be rolled out at the joint meeting between council and foundation. Tim added that the work of the committee was an open conversation with good results. Mary stated that the main part is about roles and boundaries in order to help council and foundation and other entities in the diocese work together effectively. There is a document included in the packet.
- ii. **Trade Name** Bruce P. let us know that the committee has not met however perhaps we do have a name. The legal name will remain The Foundation For The Episcopal Diocese of Wyoming. The diocese has given us the name of "The Foundation". Bruce recommended hiring someone good at creating logos, giving them the name, the mission and having them create a trade name. Mary offered that the name does not include any relationship with the council or other entities in the Diocese. At this time we will wait and continue the conversation.
- iii. **Grants Policy Clarification** Dan and Ken met and decided more clarity was needed in youth ministry, HR Camp and granting in general. Bruce C. indicated that these areas were not areas for the committee to discuss. There remain unclear capital improvements granting guidelines however at this time those are to come through

the Sargent Foundation. Those are only granted once a year. This conversation will continue.

- iv. **HR Camp Liaison Group** is not one of the groups from August but a group that has been working. More information will be brought out this afternoon. The sewer and water concerns are a major issue with an estimated cost of \$450,000 for repairs and update. The Foundation has authorized spending up to \$50,000. The hope is to work with the engineers to be able to continue the conversation with the DEQ in order to keep the camp open until a better sewer system can be worked out.

b. Grants Management Committee Report

- i. Dan Land reported there had been one grant received from San Joaquin asking \$50,000 for a ministry developer position. Eden reported they had more money left from their grant. ERD returned the unused grant. It has been recommended to them that they apply for a new grant if they desire to continue the committee work in 2010. The request to fund programs in Chuuk and to fund improvements at St. Andrew's Meeteetse were recommended for disapproval. The request to fund Wind and Wings activities in Kemmerer in the amount of \$10,000 was recommended for referral to Council with a positive recommendation.
- ii. Action on report The recommendation was to approve all. Mary moved and Ken Asel seconded the motion to approve the committee's recommendation. The motion passed.

c. Investment Management Committee Report

- i. Phil report that the results have been slightly below the benchmark.
- ii. Overall performance has been lack luster. Phil reported that Tracy is surveying other investment managers at this time. He will continue his search and report to the board.

d. Finance Committee Report

- i. Treasurer's Report –November year to date budget and reports were presented. Profit/Loss for November was very good. The reports for the eleven months were more realistic. Expenses were about \$300,000 under budget. Most of this was from the granting area.
- ii. Auditor selection The committee is very close to recommending a Cheyenne firm, Murray and Halley as an auditor for both the Foundation and the Diocese. The recommendation will be presented to council in the afternoon. During the joint meeting with Council and Foundation Dan Land made the motion to accept the recommendation of the treasurer's that Murray and Halley be hired as the auditor for both council and foundation. Lucille seconded the motion for council. The motion passed.

- iii. 2010 Budget report and action The finance committee approved the presented budget on Tuesday afternoon. The recommendation is to have the board approve the budget. Questions were asked and discussion about the budget was held. Dan moved and John Smylie seconded the motion to approve the budget. The motion passed.
- iv. John Masters gave an update on the video conferencing status. A proposal was included in the packet. The total for the proposal was \$82,916.40. This amount was included in the budget for the update of the building. The system will enhance the communication throughout the Diocese. Diocesan sites will be situated so that travel will be reasonable for meetings.

e. Nominations and Governance Committee Report

- i. Committee appointment for 2010 were finalized. Nominations committee will include John Bunker, Tim Boyd, Dan Land, Mary, Ken. Investments committee will include Dan, John Smylie, Tracy, Phil. Grants committee includes Linda, Dan, Lucille, Bruce P. and Phil. John Smylie represents the Foundation on the TAC board. HR Camp Board representation is still at large.
- ii. HR Camp appointment Mary asked the board members to consider this appointment.

f. Executive Committee Report

- i. John Masters Annual Review John has been thankful for the mission statement as a way for him to stay focused. The moving of the offices has taken a huge amount of his time. He will need to be intentional about how to spend this time in the coming year. Development will be a focus for the coming year. There has been growth between the Diocesan and Foundation staff over this past year. Communications has been an area of work this past year and will continue to be an area to work on. Andy, John P. and Katie will continue their work in this area. John Masters' compensation will remain the same for this coming year.

g. Conversations with Executive Director

- i. Brief Building Tour was conducted at the end of the meeting. The fountain is being worked on. The elevator is working. Wood trim pieces do not match the doors. LEED certification has caused some situations which have caused delays and concerns. Open House for the building will be this afternoon at 5:30.
- ii. Mustard Seed bushes Regional reports are being given during meetings. If parishes have any ideas to continue their ministries encourage them to apply for more grants.

New Business

The only new business was to set the meeting schedule for the 2010 year.

2010 meeting schedule

February 19, 20, 2010

May 14, 15, 2010

August 12, 13, 14, 2010

November 12, 14, 2010

Closing Worship conducted by Ken Asel.

Adjournment by Mary at 11:36am.

Respectfully Submitted,
Linda Anderson
Foundation Board Secretary