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September 7, 2017 Diocesan Council Meeting - Diocesan Office, Common Room

2 PM Diocesan Council Business meeting

Council Agenda

- Opening Worship/Meditation (José Reyes)
- Fellowship- in groups of three, preferably with someone you don't know so well, tell each other what you enjoyed most over the summer, and hopes you have for the Council in the year ahead
- Bishop's Time
- Consent Agenda (see documents on the portal)
 - Approve Minutes from July 27, 2017 Telephone Conference Meeting
 - Financial Reports
 - Mid year Financial Report (through June 2017)
 - Assessment Status
 - Real Estate Update
- Presentations (see documents on the portal)
 - Approve the 2018 budget proposal for submittal to Convention
 - Human Resource Committee Report
 - Proposed Diocesan Council Norms
 - Heather Blais, Janet Walsh Young and Steve Abdow
 - Diocesan Policies- revisions
 - Memorial Gardens - Derek Fetz
 - Convention Planning
 - Theme - *Taking Risks for the Sake of the Gospel*
 - Agenda
 - Joint Council Standing Committee Retreat Planning
 - Volunteers to help plan

EMWM Agenda

- Approve Minutes from July 27, 2017 Telephone Conference Meeting
- Vote to approve the sale of real estate: St. Martin's Pittsfield
- Vote to approve the sale of real estate: Grace Church, Chicopee
- Vote to approve the transfer of real estate: St. Paul's Chapel, Otis

Closing Prayer

Council Meeting Schedule (Diocesan Office - 2nd Floor Conference Room)

Thursday, November 16, 2017 2pm

Saturday, February 3, 2018 - Joint meeting with Standing Committee (Retreat)

Thursday, April 12, 2018

Thursday, June 14, 2018 (pre-TEC General Convention)

Council membership

Officers and Appointed Members

The Rt. Rev. Douglas Fisher, President

The Rev. Nancy Webb Stroud, Vice President

The Rev. Mac Murray, Secretary

Mr. Wayne Gass, Treasurer

Mr. Frank Minasian, Trustee Representative

Term of Office Expires:

Convention of 2017 - Heather Blais, Derrick Fetz, Dan Mylott, Donna Christian, Joan Gilchrist

Convention of 2018 - José Reyes Pérez, John Cheek

Convention of 2019 - Janet Zimmerman, Jesse Abell, Janet Young

Minutes of the Diocesan Council
July 27, 2017 Special Meeting via Teleconference

In Attendance:

Mr. John Cheek
Ms. Donna Christian
The Rev. Derrick Fetz
Mr. Wayne Gass
Mr. Frank Minasian
The Rev. William Murray, Secretary
The Rev. José Reyes
The Rev. Nancy Webb Stroud
Ms. Janet Walsh Young
The Rev. Janet Zimmerman
Canon Steven Abdow

8:30 a.m. – Meeting called to order

The Rev. Nancy Stroud, VP of Council, opened the meeting with prayer.

Consent agenda was unanimously approved.

Voted: To approve the request of Grace Episcopal Church, Chicopee, Massachusetts submitted pursuant to Diocesan Canon 16A, to be reclassified as a Mission in union with the Diocesan Convention and to adopt the Mission By-Laws adopted in accordance with Diocesan Canon 16.11.b, effective as of this date.

Approved unanimously

Voted: To approve, endorse and adopt the Agreement for the Merger of Grace Episcopal Church, Chicopee, Massachusetts, with Episcopal Missions of Western Massachusetts, dated June 22, 2017.

Approved unanimously

8:40 a.m. – Meeting Adjourned

Respectfully Submitted,
Steve Abdow, Assistant Treasurer
Mac Murray, Secretary

August 22, 2017

Update on Diocese's Real Estate Portfolio

St. Paul's Chapel, center of Otis, junction of route 23 and 8- Otis Town Meeting voted in May to accept the chapel and property. We hit a snag on the deed transfer with the town attorney. He claims that the potential objector to the transfer of the title has not provided the necessary release of any claim of successor rights. I have learned that the said potential objector is willing to sign a release, so it's unclear what's going on. I am waiting for the Chancellor to return from vacation at which time he will follow up with the Otis town attorney. My understanding at this time is that the transfer should be able to take place, but it will take more time.

133 Dalton Ave., Pittsfield (St. Martin's) – The property went on the market on May 23, 2017 at \$199,000. Council voted to sell the property for NLT \$150,000. We have made two price reductions, the last one on August 30 to \$169,000. Price was reduced to \$159,000 on April 1, 2017.

At a meeting of REAC on May 4 the committee voted to establish a new NLT sales price of \$99,000. We received and accepted an offer of \$109,000. However, the buyer wasn't able to obtain sufficient financing so that deal is dead.

The price was reduced to \$139,900 on 6/22/17. No offers received or pending. We will lower the price again after Labor Day if necessary.

We received a tax bill for RE taxes from the town of Pittsfield. Assessed value has been lowered from ~\$500k to \$250K. Don will talk to the assessor about an even lower value based on our market experience.

At the 8/22/17 meeting of REAC the committee recommended a new NLT sales price of \$75,000. The possibility of auctioning off the building for NLT \$75,000 was discussed if we get no interest at reduced list prices. Consider properly draining the plumbing before winter.

41 and 39 Oakland Street, Springfield (St. Barnabas & All Saints) – We entered an agreement with the Drama Studio in which they will cover the occupancy costs and repairs through June 30, 2017. Under our agreement we expect that the DS will enter a purchase and sale agreement with all contingencies met by August 1, and close by October 1, 2017. The agreement was extended until 9/30/17.

At the meeting of REAC on May 4 it was decided to set the NLT sales price for both properties combined at \$295,000. The rectory is appraised at \$144,000. The church was appraised at \$350,000. Here are the details of the agreement we reached with the Drama Studio:

- The Studio will purchase the 39-41 Oakland properties for \$325,000, with purchase and sale agreement on August 1st and closing on October 1st.
- The Studio will give the Episcopal Diocese of Western Massachusetts credit for a \$50,000 in-kind donation to The Drama Studio with appropriate recognition in the building, once renovations are complete, and will extend invitations for representatives of the Episcopal Diocese of

Western Massachusetts to participate in future media and donor recognition events including the campaign announcement and both the ground breaking and ribbon cutting ceremonies at the new facility. We would also extend invitation to Diocesan representatives for all future donor recognition events.

- In regards to the recognition within the building we discussed one possibility is to convert the chancel area into a classroom or library and name the area in honor of the Diocese. We understand that the Diocese would like Paul Robbins Associates (Paul is a public relations consultant and uncle of three former DS students) to advise on recognition publicity.
- In a separate letter agreement, the Studio will outline a commitment that if the Studio should sell the property within five years, the Diocese will receive 50% of the sale price over \$325,000 up to maximum of \$425,000. Stated another way, the Diocese will share 50% of any gain of up to \$100,000 over the \$325,000 sale price.

St. Andrew's Episcopal Church, Turners Falls- The bishop's office is acting as agent for the parish for this sale. The parish merged with St. James, Greenfield this property is going on the market. We will handle the marketing and negotiations. We received an appraisal and a broker's opinion of value. At the meeting of REAC on May 4 it was decided to list the property at \$149,900 and to set the NLT sales price at \$100,000. Subsequently, we accepted a cash offer at full list price. The buyer is waiting for a zoning change, which is expected to go through in September at which time the sale will go through.

Grace, Chicopee- The bishop's office is acting as agent for the parish for this sale. The parish merged with St. Christopher's in Chicopee. The property was listed at \$299K in early July. There have been six showings and no offers. We received a commercial appraisal which valued the property at \$245K. REAC approved a NLT sales price of \$180,000 at the 8/22/17 meeting. We will reduce the price for \$274,900 today, and then to \$249,900 soon after Labor Day if necessary.

Sutton/No. Grafton- The churches in Sutton and North Grafton have merged. The bishop's office is acting as agent for the parish for this sale. They will be selling one of the church buildings. They are early in the process and expect to decide which building will be sold by the end of this year. Appraisals have been ordered.

Submitted by Steve Abdo

Notes on the Income Statement of the Administrative Offices of the Diocese of Western MA through June 2017

Revenues

- Revenues through mid year are two percent (\$27,000) above what was projected.
- Assessment income is almost exactly on target.
- Investment income is \$6000 higher than expected.
- We received an unbudgeted payment from Cathedral of the Beloved of \$3,000. We also have income \$6700 over budget for Walking Together. We received a \$3000 gift to be used for Creation Care efforts. The Vets Ministry raised \$3000 in donations.
- Revenue projection for year end is holding up.

Mission with the Larger Church/World-

- This category is over budget by \$11,000. The bulk of the variance is due to timing on spending for Global Mission grants of \$2600 and extra spending on the urban ministry in Worcester, Walking Together. Their program expenses have increased by \$6700. No problem though, because we have grant money and a matching grant which is used to fully fund this outstanding ministry.

Mission with Congregations

- In total, this area of the budget is \$54,000 under projection through six months..
- The Ministry Development Initiative spending at midyear is \$32,000 under budget. We had expected to have disbursed most of those funds by this time. We needed to so a second round and grants were distributed in July which will use up that surplus.
- College Scholarships are going out more slowly than planned and are \$5200 under budget.
- The Christian Formation portion of the budget is showing a surplus of \$17,250. We have not spent the money on program that we had budgeted for.
- Personnel expenses are right on budget.

Leadership Development and Clergy Support

- This area of the budget is under projection by \$17,730.
- \$9000 of that is due to Retiree Benefits coming in \$9000 under budget. We had a retiree who received a large benefit pass away.
- Personnel expenses are \$2700 under budget.
- We're \$3900 under budget for Safe Church Training and for Clergy Kid's scholarships.
- Note that many of the variances are due to timing and will align with budget by year end.

Submitted by Steve Abdow, August 25, 2017

Episcopal Oversight

- This area of the budget is under projection by \$6000.
- While operational expenses are over budget by \$4000 (small amounts across the category), personnel expenses are \$10,000 under budget because of a change in personnel in the office of the bishop's executive assistant which we were not expecting at the time the 2017 budget was created and adopted.

Administration and Finance

- This area of the budget is over by \$8000.
- We incurred an extra \$2000 in audit expense because of extra work the accountants needed to do.
- We commissioned a consultant to do a salary range survey for clergy and lay employees of the diocese which cost an unexpected \$3500.
- We only budgeted \$1200 for interest expense. We use a line of credit for cash flow instead of making extra withdrawals from investments. We had budget \$1200 for the year based on previous years experience. So far we have spent \$2400 on this line. I will look into it.
- We switched phone and internet providers and those numbers are coming in a little over budget, too.
- Personnel expenses are under budget by \$1500.

Agency Function

- Expenses at mid year were are \$1000 under budget.

Surplus/Deficit

We are showing a surplus of \$35,000 after two quarters in 2017 against a budgeted deficit of \$52,000 for a variance of \$87,000. I do expect this gap to narrow by \$30,000 in the next couple months. Some of the savings are real, like retirees' benefits and the personnel expense in the bishop's office. We have money budgeted for Christian Formation that we have not planned to spend yet. Bottom line is that we have plenty of resources to put to use as needed.

The Episcopal Diocese of Western Massachusetts
Unaudited Activity Statement - Diocesan Ops w/o Audit Aje's
2017 Summary Statement as of June 30, 2017

01 - Operations Unrestricted

	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	YTD Actual as of 6/30/2017	2017 Budget as of 6/30/2017	Variance YTD to Budget YTD	2017 Annual Budget
REVENUES										
Assessment for Common Ministry	\$93,254	\$92,855	\$92,855	\$92,855	\$92,606	\$92,606	\$557,031	\$555,816	\$1,215	\$1,111,633
Use of Investment - actual distribution received at end of qtr	\$500	\$0	\$341,558	\$0	\$0	\$345,843	\$687,901	\$681,053	\$6,848	\$1,362,106
Other Investment Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Program Income	\$6,040	\$5,787	\$13,159	\$6,120	\$16,267	\$10,188	\$57,561	\$44,446	\$13,115	\$87,695
Other Income and Gifts	\$10,672	\$14,646	\$830	\$14,928	(\$3,660)	\$1,443	\$38,860	\$33,236	\$5,623	\$66,475
Interest Income	\$85	\$74	\$35	\$23	\$34	\$40	\$290	\$0	\$290	\$0
TOTAL REVENUES	\$110,551	\$113,363	\$448,437	\$113,925	\$105,247	\$450,119	\$1,341,643	\$1,314,552	\$27,091	\$2,627,909
**based on 1/12th Annual Budget for Distribution	\$0	\$0	\$0	\$0	\$0	\$0	\$0			
	\$110,551	\$113,363	\$448,437	\$113,925	\$105,247	\$450,119	\$1,341,643	\$1,314,552	\$27,091	\$2,627,909
EXPENSES										
WIDER CHURCH - Mission With The Larger Church	\$51,311	\$58,598	\$48,757	\$51,176	\$48,821	\$49,378	\$308,041	\$297,227	\$10,814	\$592,174
CONGREGATIONAL DEVELOPMENT: Mission with Congregations	\$42,734	\$32,220	\$64,265	\$31,991	\$40,577	\$31,213	\$243,000	\$294,962	(\$51,962)	\$506,227
LEADERSHIP DEVELOPMENT & CLERGY SUPPORT	\$28,344	\$24,521	\$39,191	\$22,150	\$41,141	\$24,431	\$179,778	\$189,698	(\$9,921)	\$387,010
EPISCOPAL OVERSIGHT: Mission and Ministry of the Bishop	\$40,656	\$39,156	\$44,300	\$43,807	\$43,481	\$39,731	\$251,131	\$253,676	(\$2,545)	\$517,578
ADMINISTRATION & FINANCE: Support of Diocesan Operations	\$35,463	\$37,487	\$38,558	\$38,636	\$35,235	\$58,750	\$244,130	\$236,564	\$7,565	\$453,147
DIOCESAN AGENCY: Agency functions provided to Congregations	\$14,336	\$14,031	\$15,959	\$14,262	\$14,038	\$13,928	\$86,555	\$87,369	(\$815)	\$175,496
TOTAL EXPENSES	\$212,845	\$206,014	\$251,031	\$202,022	\$223,293	\$217,430	\$1,312,634	\$1,359,497	(\$46,862)	\$2,631,632
NET SURPLUS/(DEFICIT)	(\$102,294)	(\$92,651)	\$197,406	(\$88,096)	(\$118,045)	\$232,689	\$29,008	(\$44,945)	\$73,953	(\$3,723)

The Episcopal Diocese of Western Massachusetts
Unaudited Comparative Balance Sheet - All Funds

as of June 30, 2017

	OPERATIONS	AGENCY	FTF	EMWM	2017 All Funds 6/30/2017	2016 All Funds 12/31/2016	Variance \$
Assets							
Cash and Other Non-Property Assets							
Cash and Cash Equivalents	\$514,346.76	\$0.00	\$0.00	\$236,735.58	\$751,082.34	\$896,505.03	(\$145,422.69)
Accounts Receivable - Common Ministry	\$20,983.00	\$0.00	\$0.00	\$0.00	\$20,983.00	\$23,113.00	(\$2,130.00)
Accounts Receivable, other	\$1,403.40	\$792.00	\$0.00	\$0.00	\$2,195.40	\$21,369.92	(\$19,174.52)
Due From/To Funds	(\$310,363.59)	\$113,435.93	\$0.00	\$196,927.66	\$0.00	\$0.00	\$0.00
Distribution Receivable	\$381,738.57	\$0.00	\$0.00	\$0.00	\$381,738.57	\$374,666.12	\$7,072.45
Other Assets	\$32,642.80	\$12,713.67	\$0.00	\$3,352.54	\$48,709.01	\$18,109.91	\$30,599.10
Interest in net assets of the Trustees/Diocese of WMA	\$31,909,400.41	\$0.00	\$0.00	\$0.00	\$31,909,400.41	\$29,892,692.06	\$2,016,708.35
Bishop's Investments	\$229,099.50	\$0.00	\$0.00	\$0.00	\$229,099.50	\$224,752.44	\$4,347.06
Total Cash and Other Non-Property Assets	\$32,779,250.85	\$126,941.60	\$0.00	\$437,015.78	\$33,343,208.23	\$31,451,208.48	\$1,891,999.75
Property & Equipment used in Operations							
Buildings and Improvements	\$126,183.29	\$0.00	\$0.00	\$1,175,000.44	\$1,301,183.73	\$1,300,388.73	\$795.00
Equipment	\$49,554.40	\$0.00	\$0.00	\$0.00	\$49,554.40	\$39,789.40	\$9,765.00
Furniture and Fixtures	\$22,098.88	\$0.00	\$0.00	\$0.00	\$22,098.88	\$22,098.88	\$0.00
Vehicle	\$31,155.00	\$0.00	\$0.00	\$0.00	\$31,155.00	\$31,155.00	\$0.00
Accumulated Depreciation	(\$103,848.09)	\$0.00	\$0.00	\$0.00	(\$103,848.09)	(\$96,670.29)	(\$7,177.80)
Total Property & Equipment used in Operations	\$125,143.48	\$0.00	\$0.00	\$1,175,000.44	\$1,300,143.92	\$1,296,761.72	\$3,382.20
Property & Equipment to be disposed of by sale	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00	(\$100,000.00)
Mortgage on 166 Holden Street	\$0.00	\$0.00	\$0.00	\$289,805.95	\$289,805.95	\$295,446.03	(\$5,640.08)
Total Assets	\$32,904,394.33	\$126,941.60	\$0.00	\$1,901,822.17	\$34,933,158.10	\$33,143,416.23	\$1,789,741.87
Liabilities and Net Assets							
Liabilities							
Accounts Payable and Accrued Expenses	\$40,130.33	\$0.00	\$0.00	\$5,976.60	\$46,106.93	\$35,534.48	\$10,572.45
Refundable Advances	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	\$35,827.30	(\$5,827.30)
Grant Reserves	\$4,657.04	\$0.00	\$0.00	\$0.00	\$4,657.04	\$0.00	\$4,657.04
Agency Obligations	\$0.00	\$126,941.60	\$0.00	(\$1,138.50)	\$125,803.10	\$133,421.47	(\$7,618.37)
Amounts Held on Behalf of Others	\$30,316.05	\$0.00	\$0.00	\$0.00	\$30,316.05	\$31,730.14	(\$1,414.09)

The Episcopal Diocese of Western Massachusetts
Unaudited Comparative Balance Sheet - All Funds
as of June 30, 2017

		OPERATIONS	AGENCY	FTF	EMWM	2017 All Funds 6/30/2017	2016 All Funds 12/31/2016	Variance \$
Line of Credit		\$250,000.00	\$0.00	\$0.00	\$0.00	\$250,000.00	\$0.00	\$250,000.00
Retirement Benefit Obligations		\$107,231.20	\$0.00	\$0.00	\$0.00	\$107,231.20	\$107,231.20	\$0.00
Other Postretirement Benefit Obligations		\$1,909,182.00	\$0.00	\$0.00	\$0.00	\$1,909,182.00	\$1,909,182.00	\$0.00
Amounts Pd by Agent on Behalf of Resale Activity		\$0.00	\$0.00	\$0.00	(\$32,373.32)	(\$32,373.32)	\$0.00	(\$32,373.32)
Total Liabilities		\$2,371,516.62	\$126,941.60	\$0.00	(\$27,535.22)	\$2,470,923.00	\$2,252,926.59	\$217,996.41
Net Assets								
01-3000-99	Net Assets	\$8,561,813.66	\$0.00	\$0.00	\$0.00	\$8,561,813.66	\$7,943,821.21	\$617,992.45
02-3000-99	Net Assets	\$17,877,723.59	\$0.00	\$0.00	\$0.00	\$17,877,723.59	\$16,951,276.36	\$926,447.23
03-3000-99	Net Assets	\$4,093,340.46	\$0.00	\$0.00	\$0.00	\$4,093,340.46	\$4,093,340.46	\$0.00
06-3000-99	Net Assets	\$0.00	\$0.00	\$0.00	\$1,929,357.39	\$1,929,357.39	\$1,902,051.61	\$27,305.78
Total Net Assets		\$30,532,877.71	\$0.00	\$0.00	\$1,929,357.39	\$32,462,235.10	\$30,890,489.64	\$1,571,745.46
Total Liabilities and Net Assets		\$32,904,394.33	\$126,941.60	\$0.00	\$1,901,822.17	\$34,933,158.10	\$33,143,416.23	\$1,789,741.87
BEGINNING BALANCE WITH CURRENT YEAR ADJUSTMENTS		\$28,988,438.03	\$0.00	\$0.00	\$1,902,051.61	\$30,890,489.64	\$30,475,797.77	\$414,691.87
NET SURPLUS/(DEFICIT)		\$1,544,439.68	\$0.00	\$0.00	\$27,305.78	\$1,571,745.46	\$414,691.87	\$1,157,053.59
ENDING NET ASSETS		\$30,532,877.71	\$0.00	\$0.00	\$1,929,357.39	\$32,462,235.10	\$30,890,489.64	\$1,571,745.46

The Episcopal Diocese of Western Massachusetts
Unaudited Activity Statement - Diocesan Ops w/o Audit Aje's
YTD JUNE 2017 LEVEL 3 (Ops-Agency only)

		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	YTD Actual as of 6/30/2017	2017 Budget as of 6/30/2017	Variance YTD to Budget YTD	2017 Annual Budget	% of ANNUAL BUDGET USED
01 - Operations Unrestricted												
REVENUES												
Assessment for Common Ministry												
01-4000-99	Common Ministry - Parishes and Missions											
999 - Default		\$93,254.00	\$92,855.00	\$92,855.00	\$92,855.00	\$92,606.00	\$92,606.00	\$557,031.00	\$555,816.48	\$1,214.52	\$1,111,633.00	50.1%
Total Assessment for Common Ministry		\$93,254.00	\$92,855.00	\$92,855.00	\$92,855.00	\$92,606.00	\$92,606.00	\$557,031.00	\$555,816.48	\$1,214.52	\$1,111,633.00	50.1%
Use of Investment - Trustees												
01-5100-99	Use of Investment - Spending Rule											
999 - Default		\$0.00	\$0.00	\$341,557.84	\$0.00	\$0.00	\$345,842.70	\$687,400.54	\$681,052.98	\$6,347.56	\$1,362,106.00	50.5%
01-5200-30	Use of Investment - Additional Draw											
323 - Ministry with Girls		\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$500.00	\$0.00	0.0%
Total Use of Investment - Trustees		\$500.00	\$0.00	\$341,557.84	\$0.00	\$0.00	\$345,842.70	\$687,900.54	\$681,052.98	\$6,847.56	\$1,362,106.00	50.5%
Program Income												
01-4500-20	Program Income											
201 - Diocesan Convention		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0.0%
227 - Social Justice		\$0.00	\$0.00	\$0.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	\$200.00	\$0.00	0.0%
01-4500-30	Program Income											
310 - CITN-Pittsfield		\$0.00	\$0.00	\$0.00	\$0.00	\$2,916.00	\$0.00	\$2,916.00	\$0.00	\$2,916.00	\$0.00	0.0%
315 - Youth Ministry		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$800.00	\$800.00	\$2,999.88	(\$2,199.88)	\$6,000.00	13.3%
01-4500-40	Program Income											
103 - Parish Leadership Developmen		\$0.00	\$0.00	\$3,345.00	\$0.00	(\$30.00)	\$0.00	\$3,315.00	\$3,000.00	\$315.00	\$3,000.00	110.5%
124 - Clergy Conferences		\$0.00	\$0.00	\$4,379.62	\$0.00	\$3,149.24	\$0.00	\$7,528.86	\$6,200.00	\$1,328.86	\$6,200.00	121.4%
126 - Safe Church		\$0.00	\$0.00	(\$40.00)	\$0.00	\$615.00	\$540.00	\$1,115.00	\$1,799.92	(\$684.92)	\$3,600.00	31.0%
130 - Diaconate Formation		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,850.00	\$1,850.00	\$0.00	\$1,850.00	\$0.00	0.0%
01-4500-50	Program Income											
012 - Province of N.E.		\$0.00	\$0.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$2,700.00	\$0.00	\$2,700.00	\$0.00	0.0%
059 - Walking Together Ministry		\$6,039.95	\$5,787.37	\$5,474.33	\$6,119.98	\$6,716.93	\$6,997.53	\$37,136.09	\$30,446.28	\$6,689.81	\$60,895.00	61.0%
Total Program Income		\$6,039.95	\$5,787.37	\$13,158.95	\$6,119.98	\$16,267.17	\$10,187.53	\$57,560.95	\$44,446.08	\$13,114.87	\$87,695.00	65.6%
Other Income and Gifts												
01-4100-99	Bequests & Estate Gifts											
999 - Default		\$5,000.00	\$0.00	\$0.00	\$0.00	(\$5,000.00)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.0%
01-4200-30	Other Income and Gifts											
325 - Episcopal Church Women		\$89.80	\$0.00	\$0.00	\$127.47	\$0.00	\$0.00	\$217.27	\$0.00	\$217.27	\$0.00	0.0%
01-4200-50	Other Income and Gifts											
037 - Creation Care		\$3,000.00	\$4,500.00	\$0.00	\$4,500.00	\$0.00	\$0.00	\$12,000.00	\$9,000.00	\$3,000.00	\$18,000.00	66.7%
050 - Veteran's Ministry		\$1,417.80	\$9,354.95	\$30.00	\$9,500.00	\$540.47	\$0.00	\$20,843.22	\$18,000.00	\$2,843.22	\$36,000.00	57.9%
01-4200-99	Other Income and Gifts											
999 - Default		\$164.82	\$191.51	\$0.00	\$0.17	\$0.00	\$642.57	\$999.07	\$0.00	\$999.07	\$0.00	0.0%
01-4700-20	Accounting Services											
235 - Archive Project		\$100.00	\$60.00	\$80.00	\$80.00	\$80.00	\$80.00	\$480.00	\$637.45	(\$157.45)	\$1,275.00	37.6%

The Episcopal Diocese of Western Massachusetts
Unaudited Activity Statement - Diocesan Ops w/o Audit Aje's
YTD JUNE 2017 LEVEL 3 (Ops-Agency only)

		JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	YTD Actual as of 6/30/2017	2017 Budget as of 6/30/2017	Variance YTD to Budget YTD	2017 Annual Budget	% of ANNUAL BUDGET USED
01-4700-30	Accounting Services											
399 - CongDev Canon Personnel E		\$450.00	\$270.00	\$360.00	\$360.00	\$360.00	\$360.00	\$2,160.00	\$2,799.88	(\$639.88)	\$5,600.00	38.6%
01-4700-40	Accounting Services											
199 - LeadershipDev Canon Personne		\$450.00	\$270.00	\$360.00	\$360.00	\$360.00	\$360.00	\$2,160.00	\$2,799.88	(\$639.88)	\$5,600.00	38.6%
Total Other Income and Gifts		\$10,672.42	\$14,646.46	\$830.00	\$14,927.64	(\$3,659.53)	\$1,442.57	\$38,859.56	\$33,237.21	\$5,622.35	\$66,475.00	58.5%
Interest Income												
01-4300-99	Interest Income											
999 - Default		\$85.07	\$73.73	\$34.90	\$22.86	\$33.62	\$40.18	\$290.36	\$0.00	\$290.36	\$0.00	0.0%
Total Interest Income		\$85.07	\$73.73	\$34.90	\$22.86	\$33.62	\$40.18	\$290.36	\$0.00	\$290.36	\$0.00	0.0%
TOTAL REVENUES		\$110,551.44	\$113,362.56	\$448,436.69	\$113,925.48	\$105,247.26	\$450,118.98	\$1,341,642.41	\$1,314,552.75	\$27,089.66	\$2,627,909.00	51.1%

EXPENSES

WIDER CHURCH - Mission With The Larger Church/World												
Operational Expenses												
001 - Nat'l Church Apportionment		\$27,453.19	\$27,453.24	\$27,453.24	\$27,453.24	\$27,453.24	\$27,453.24	\$164,719.39	\$164,719.39	\$0.00	\$329,452.00	50.0%
010 - General Convention		\$1,249.55	\$1,249.55	\$1,249.55	\$1,249.55	\$1,249.55	\$1,249.55	\$7,497.30	\$7,499.70	(\$2.40)	\$15,000.00	50.0%
012 - Province of N.E.		\$812.42	\$812.42	\$812.42	\$812.42	\$1,001.12	\$3,782.42	\$8,033.22	\$4,874.28	\$3,158.94	\$9,749.00	82.4%
020 - Ecumenical Officer		\$0.00	\$0.00	\$0.00	\$0.00	\$1,929.01	\$0.00	\$1,929.01	\$1,624.98	\$304.03	\$1,750.00	110.2%
021 - Interfaith Council		\$350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$350.00	\$300.00	\$50.00	\$300.00	116.7%
026 - Mass Council of Churches		\$1,041.67	\$1,041.67	\$1,041.67	\$1,041.67	\$1,041.67	\$1,041.67	\$6,250.02	\$6,249.72	\$0.30	\$12,500.00	50.0%
028 - Berkshire Organizing Project		\$625.00	\$0.00	\$0.00	\$625.00	\$0.00	\$0.00	\$1,250.00	\$1,250.00	\$0.00	\$2,500.00	50.0%
030 - Global Mission		\$50.56	\$12,800.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$15,850.56	\$12,999.98	\$2,850.58	\$25,500.00	62.2%
033 - Anglican Communion Partner		\$208.37	\$208.37	\$208.37	\$208.37	\$208.37	\$208.37	\$1,250.22	\$0.00	\$1,250.22	\$0.00	0.0%
035 - Millenium Development Goal		\$4,594.50	\$0.00	\$0.00	\$4,594.50	\$0.00	\$0.00	\$9,189.00	\$9,189.00	\$0.00	\$18,378.00	50.0%
037 - Creation Care		\$2,681.26	\$2,736.31	\$2,872.50	\$3,462.44	\$2,486.31	\$2,675.32	\$16,914.14	\$17,514.74	(\$600.60)	\$35,031.00	48.3%
050 - Veteran's Ministry		\$6,176.14	\$6,537.49	\$6,645.16	\$5,608.76	\$6,735.15	\$5,969.65	\$37,672.35	\$40,557.69	(\$2,885.34)	\$81,119.00	46.4%
059 - Walking Together Ministry		\$6,068.26	\$5,759.06	\$5,474.33	\$6,119.98	\$6,716.93	\$6,997.53	\$37,136.09	\$30,447.36	\$6,688.73	\$60,895.00	61.0%
Total Operational Expenses		\$51,310.92	\$58,598.11	\$48,757.24	\$51,175.93	\$48,821.35	\$49,377.75	\$308,041.30	\$297,226.84	\$10,814.46	\$592,174.00	52.0%
TOTAL WIDER CHURCH - Mission with the Larger Church/World		\$51,310.92	\$58,598.11	\$48,757.24	\$51,175.93	\$48,821.35	\$49,377.75	\$308,041.30	\$297,226.84	\$10,814.46	\$592,174.00	52.0%

CONGREGATIONAL DEVELOPMENT: Mission with Congregations												
OPERATIONAL EXPENSES												
301 - Spec. Assist. Congreg.		\$0.00	\$0.00	\$458.27	\$0.00	\$87.50	\$587.00	\$1,132.77	\$2,499.84	(\$1,367.07)	\$5,000.00	22.7%
303 - Diocesan Conf for Cong. Dev		\$0.00	\$0.00	\$457.11	\$0.00	\$0.00	\$0.00	\$457.11	\$0.00	\$457.11	\$0.00	0.0%
310 - CITN-Pittsfield		\$839.66	\$839.67	\$839.68	\$1,119.57	\$1,119.56	\$1,119.56	\$5,877.70	\$0.00	\$5,877.70	\$0.00	0.0%
312 - Deanery Programs		\$0.00	\$0.00	\$90.00	\$1.39	\$0.00	\$547.61	\$639.00	\$1,149.95	(\$510.95)	\$2,300.00	27.8%
313 - Ministry Development Initiativ		\$340.00	\$0.00	\$31,182.00	\$500.00	\$10,000.00	\$0.00	\$42,022.00	\$73,250.00	(\$31,228.00)	\$85,000.00	49.4%
314 - Bement/Waterfield Edu. Grant		\$14,900.00	\$4,350.00	\$700.00	\$0.00	\$51.08	\$1,730.00	\$21,731.08	\$26,960.00	(\$5,228.92)	\$42,500.00	51.1%
315 - Youth Ministry		\$1,547.35	\$1,547.35	\$3,302.35	\$2,244.35	\$2,047.35	\$1,547.35	\$12,236.10	\$14,261.59	(\$2,025.49)	\$34,524.00	35.4%

The Episcopal Diocese of Western Massachusetts
Unaudited Activity Statement - Diocesan Ops w/o Audit Aje's
YTD JUNE 2017 LEVEL 3 (Ops-Agency only)

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	YTD Actual as of 6/30/2017	2017 Budget as of 6/30/2017	Variance YTD to Budget YTD	2017 Annual Budget	% of ANNUAL BUDGET USED
324 - Christian Formation Missione	\$8,503.95	\$8,705.07	\$8,623.95	\$10,693.95	\$8,776.78	\$8,753.95	\$54,057.65	\$73,406.68	(\$19,349.03)	\$130,026.00	41.6%
325 - Episcopal Church Women	\$0.00	\$0.00	\$262.20	\$0.00	\$0.00	\$0.00	\$262.20	\$0.00	\$262.20	\$0.00	0.0%
TOTAL CONGREGATIONAL EXPENSES	\$26,130.96	\$15,442.09	\$45,915.56	\$14,559.26	\$22,082.27	\$14,285.47	\$138,415.61	\$191,528.06	(\$53,112.45)	\$299,350.00	46.2%
PERSONNEL EXPENSES											
391 - CongDev Canon Business Exp	\$459.46	\$685.78	\$2,149.74	\$1,340.47	\$2,363.26	\$835.55	\$7,834.26	\$4,696.69	\$3,137.57	\$9,394.00	83.4%
399 - CongDev Canon Personnel E	\$16,143.90	\$16,091.66	\$16,199.97	\$16,091.64	\$16,131.75	\$16,091.64	\$96,750.56	\$98,737.42	(\$1,986.86)	\$197,483.00	49.0%
TOTAL PERSONNEL EXPENSES	\$16,603.36	\$16,777.44	\$18,349.71	\$17,432.11	\$18,495.01	\$16,927.19	\$104,584.82	\$103,434.11	\$1,150.71	\$206,877.00	50.6%
TOTAL CONGREGATIONAL DEV: Mission with Congregations	\$42,734.32	\$32,219.53	\$64,265.27	\$31,991.37	\$40,577.28	\$31,212.66	\$243,000.43	\$294,962.17	(\$51,961.74)	\$506,227.00	48.0%
LEADERSHIP DEVELOPMENT & CLERGY SUPPORT											
OPERATIONAL EXPENSES											
103 - Parish Leadership Developmen	\$0.00	\$107.51	\$9,332.82	(\$175.00)	\$0.00	\$0.00	\$9,265.33	\$8,250.00	\$1,015.33	\$8,250.00	112.3%
110 - Clergy Children Educ. Grant	\$1,500.00	\$0.00	\$0.00	\$0.00	\$375.00	\$0.00	\$1,875.00	\$3,749.82	(\$1,874.82)	\$7,500.00	25.0%
120 - Comm. on Ministry	\$2,469.37	\$1,121.00	\$84.00	\$9.00	\$0.00	\$81.83	\$3,765.20	\$1,249.92	\$2,515.28	\$2,500.00	150.6%
121 - Seminarian Assistance	\$0.00	\$256.00	\$0.00	\$0.00	\$0.00	\$0.00	\$256.00	\$0.00	\$256.00	\$25,000.00	1.0%
122 - Continuing Educ. Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$3,000.00	33.3%
123 - Sabbatical Grants	\$1,327.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,327.25	\$1,999.92	(\$672.67)	\$4,000.00	33.2%
124 - Clergy Conferences	\$93.48	\$57.51	\$48.48	\$0.00	\$17,494.48	\$19.79	\$17,713.74	\$17,900.00	(\$186.26)	\$20,900.00	84.8%
125 - Transition Ministry	\$300.00	\$253.59	\$1,465.11	\$13.00	\$153.00	\$249.38	\$2,434.08	\$2,524.97	(\$90.89)	\$4,750.00	51.2%
126 - Safe Church	\$0.00	\$0.00	\$0.00	\$0.00	\$225.42	\$52.43	\$277.85	\$2,224.85	(\$1,947.00)	\$4,450.00	6.2%
127 - Fresh Start Program	\$348.09	\$363.46	\$228.20	\$50.83	\$430.41	\$38.80	\$1,459.79	\$824.91	\$634.88	\$3,650.00	40.0%
128 - Strategic Leadership Dvlpmn	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	(\$1,500.00)	\$1,500.00	0.0%
129 - Education for Ministry	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	\$125.00	\$199.99	(\$74.99)	\$2,150.00	5.8%
130 - Diaconate Formation	\$0.00	\$0.00	\$4,404.00	\$0.00	\$100.00	\$140.00	\$4,644.00	\$4,000.00	\$644.00	\$4,000.00	116.1%
140 - Retiree Benefits	\$7,336.32	\$7,336.32	\$7,336.32	\$7,336.32	\$7,336.32	\$7,336.32	\$44,017.92	\$53,082.29	(\$9,064.37)	\$106,169.00	41.5%
TOTAL OPERATIONAL EXPENSES	\$13,374.51	\$9,495.39	\$22,898.93	\$7,234.15	\$26,114.63	\$9,043.55	\$88,161.16	\$97,506.67	(\$9,345.51)	\$197,819.00	44.6%
PERSONNEL EXPENSES											
191 - LeadershipDev Canon Busines	\$405.37	\$514.47	\$1,672.07	\$403.83	\$474.29	\$876.30	\$4,346.33	\$2,774.85	\$1,571.48	\$10,350.00	42.0%
199 - LeadershipDev Canon Personne	\$14,563.84	\$14,511.58	\$14,619.89	\$14,511.56	\$14,551.66	\$14,511.56	\$87,270.09	\$89,416.83	(\$2,146.74)	\$178,841.00	48.8%
TOTAL PERSONNEL EXPENSES	\$14,969.21	\$15,026.05	\$16,291.96	\$14,915.39	\$15,025.95	\$15,387.86	\$91,616.42	\$92,191.68	(\$575.26)	\$189,191.00	48.4%
TOTAL LEADERSHIP DEVELOPMENT & CLERGY SUPPORT	\$28,343.72	\$24,521.44	\$39,190.89	\$22,149.54	\$41,140.58	\$24,431.41	\$179,777.58	\$189,698.35	(\$9,920.77)	\$387,010.00	46.5%
EPISCOPAL OVERSIGHT: Mission and Ministry of the Bishop											
OPERATIONAL EXPENSES											
201 - Diocesan Convention	\$733.86	\$733.86	\$733.86	\$977.22	\$733.86	\$795.36	\$4,708.02	\$4,212.31	\$495.71	\$29,675.00	15.9%
202 - Diocesan Council	\$567.00	\$63.13	\$154.15	\$23.27	\$0.00	\$0.00	\$807.55	\$624.96	\$182.59	\$1,250.00	64.6%
203 - Special Clergy Gatherings	\$0.00	\$0.00	\$729.46	\$0.00	\$454.96	\$1,270.55	\$2,454.97	\$300.00	\$2,154.97	\$1,300.00	188.8%
204 - Standing Committee	\$567.00	\$0.00	\$163.98	\$0.00	\$14.50	\$0.00	\$745.48	\$0.00	\$745.48	\$0.00	0.0%
205 - Chancellor's Conference	\$0.00	\$3,385.86	\$0.00	\$0.00	\$2,179.69	\$0.00	\$5,565.55	\$2,250.00	\$3,315.55	\$2,250.00	247.4%
206 - Title IV	\$0.00	\$0.00	\$18.19	\$262.50	\$0.00	\$0.00	\$280.69	\$999.98	(\$719.29)	\$2,000.00	14.0%

The Episcopal Diocese of Western Massachusetts
Unaudited Activity Statement - Diocesan Ops w/o Audit Aje's
YTD JUNE 2017 LEVEL 3 (Ops-Agency only)

	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	YTD Actual as of 6/30/2017	2017 Budget as of 6/30/2017	Variance YTD to Budget YTD	2017 Annual Budget	% of ANNUAL BUDGET USED
220 - Stewardship	\$1,324.90	\$262.38	\$2,251.84	\$491.24	\$2,687.89	\$169.00	\$7,187.25	\$7,399.96	(\$212.71)	\$7,800.00	92.1%
225 - Special Projects	\$0.00	\$223.47	\$0.00	\$0.00	\$0.00	\$0.00	\$223.47	\$0.00	\$223.47	\$0.00	0.0%
227 - Social Justice	\$50.00	\$247.00	(\$10.00)	\$0.00	\$360.00	\$62.37	\$709.37	\$1,249.92	(\$540.55)	\$2,500.00	28.4%
235 - Archive Project	\$563.73	\$507.11	\$519.00	\$507.11	\$507.11	\$648.85	\$3,252.91	\$3,996.73	(\$743.82)	\$7,919.00	41.1%
270 - Communications	\$12,643.83	\$7,841.42	\$7,425.58	\$14,222.86	\$8,523.08	\$7,493.68	\$58,150.45	\$56,231.55	\$1,918.90	\$112,468.00	51.7%
275 - Bishop Wanderings	\$0.00	\$0.00	\$700.00	\$0.00	\$0.00	\$182.04	\$882.04	\$1,500.00	(\$617.96)	\$3,000.00	29.4%
TOTAL OPERATIONAL EXPENSES	\$16,450.32	\$13,264.23	\$12,686.06	\$16,484.20	\$15,461.09	\$10,621.85	\$84,967.75	\$78,765.41	\$6,202.34	\$170,162.00	49.9%
PERSONNEL EXPENSES											
291 - Bishop Business Expenses	\$1,331.75	\$2,030.28	\$8,659.79	\$4,360.61	\$2,574.55	\$5,676.74	\$24,633.72	\$15,079.34	\$9,554.38	\$28,660.00	86.0%
299 - Bishop Personnel Expenses	\$22,874.31	\$23,861.66	\$22,954.57	\$22,961.80	\$25,445.02	\$23,431.99	\$141,529.35	\$159,830.98	(\$18,301.63)	\$318,756.00	44.4%
TOTAL PERSONNEL EXPENSES	\$24,206.06	\$25,891.94	\$31,614.36	\$27,322.41	\$28,019.57	\$29,108.73	\$166,163.07	\$174,910.32	(\$8,747.25)	\$347,416.00	47.8%
TOTAL EPISCOPAL OVERSIGHT: Mission & Ministry of the Bishop	\$40,656.38	\$39,156.17	\$44,300.42	\$43,806.61	\$43,480.66	\$39,730.58	\$251,130.82	\$253,675.73	(\$2,544.91)	\$517,578.00	48.5%
ADMINISTRATION & FINANCE: Support of Diocesan Operations											
OPERATIONAL EXPENSES											
400 - General Operation Expenses	\$3,076.98	\$2,898.51	\$3,668.77	\$4,388.67	\$1,739.14	\$3,160.08	\$18,932.15	\$16,147.20	\$2,784.95	\$32,296.00	58.6%
420 - General Property Expenses	\$8,612.76	\$8,980.29	\$9,431.38	\$10,214.57	\$9,486.90	\$8,860.43	\$55,586.33	\$56,332.66	(\$746.33)	\$112,170.00	49.6%
430 - Financial Management Expense	\$4,315.30	\$6,204.65	\$5,229.58	\$5,030.23	\$5,050.30	\$27,219.84	\$53,049.90	\$45,548.93	\$7,500.97	\$71,600.00	74.1%
TOTAL OPERATIONAL EXPENSES	\$16,005.04	\$18,083.45	\$18,329.73	\$19,633.47	\$16,276.34	\$39,240.35	\$127,568.38	\$118,028.79	\$9,539.59	\$216,066.00	59.0%
PERSONNEL EXPENSES											
491 - Finance Business Expenses	\$648.38	\$526.77	\$1,629.47	\$447.39	\$185.61	\$763.13	\$4,200.75	\$5,744.61	(\$1,543.86)	\$11,490.00	36.6%
499 - Finance Personnel Expenses	\$18,809.92	\$18,877.27	\$18,598.92	\$18,555.39	\$18,772.94	\$18,746.19	\$112,360.63	\$112,790.93	(\$430.30)	\$225,591.00	49.8%
TOTAL PERSONNEL EXPENSES	\$19,458.30	\$19,404.04	\$20,228.39	\$19,002.78	\$18,958.55	\$19,509.32	\$116,561.38	\$118,535.54	(\$1,974.16)	\$237,081.00	49.2%
TOTAL ADMINISTRATION & FINANCE: Support of Diocesan Ops	\$35,463.34	\$37,487.49	\$38,558.12	\$38,636.25	\$35,234.89	\$58,749.67	\$244,129.76	\$236,564.33	\$7,565.43	\$453,147.00	53.9%
DIOCESAN AGENCY: Agency functions provided to Congregations											
OPERATIONAL EXPENSES											
700 - Agency Administrative Cost	\$1,066.95	\$761.45	\$2,559.55	\$992.61	\$768.45	\$658.34	\$6,807.35	\$6,390.66	\$416.69	\$12,782.00	53.3%
Total OPERATIONAL EXPENSES	\$1,066.95	\$761.45	\$2,559.55	\$992.61	\$768.45	\$658.34	\$6,807.35	\$6,390.66	\$416.69	\$12,782.00	53.3%
PERSONNEL EXPENSES											
791 - Agency Business Expenses	\$0.00	\$0.00	\$130.00	\$0.00	\$0.00	\$0.00	\$130.00	\$849.86	(\$719.86)	\$2,450.00	5.3%
799 - Agency Personnel Expenses	\$13,269.52	\$13,269.54	\$13,269.54	\$13,269.54	\$13,269.54	\$13,269.54	\$79,617.22	\$80,128.70	(\$511.48)	\$160,264.00	49.7%
Total PERSONNEL EXPENSES	\$13,269.52	\$13,269.54	\$13,399.54	\$13,269.54	\$13,269.54	\$13,269.54	\$79,747.22	\$80,978.56	(\$1,231.34)	\$162,714.00	49.0%
Total DIOCESAN AGENCY: Agency functions	\$14,336.47	\$14,030.99	\$15,959.09	\$14,262.15	\$14,037.99	\$13,927.88	\$86,554.57	\$87,369.22	(\$814.65)	\$175,496.00	49.3%
TOTAL EXPENSES	\$212,845.15	\$206,013.73	\$251,031.03	\$202,021.85	\$223,292.75	\$217,429.95	\$1,312,634.46	\$1,359,496.64	(\$46,862.18)	\$2,631,632.00	49.9%

2017 Assessments Billing: Parish Support for Common Ministry

			Assessment	Assessment	Unpaid	Prior Year(s)	Jul-2017	# Months	
			Billing	Fulfilled	2017	Outstanding	AR Aging	Outstanding	
			as of	as of	Balance	Balance	Balance	as of	
ROW#	pays by EFT		Jul-2017	Jul-2017				Jul-2017	
2.)	St. David's, Agawam		\$ 6,381.00	\$ 6,381.00	\$ -	\$ -	\$ -	0.0	
3.)	Grace Church, Amherst		\$ 36,955.00	\$ 36,955.00	\$ -	\$ -	\$ -	0.0	
4.)	St. John's, Ashfield		\$ 3,504.00	\$ 3,504.00	\$ -	\$ -	\$ -	0.0	
5.)	St. John's, Athol		\$ 3,671.00	\$ 3,146.00	\$ 525	\$ -	\$ 525	1.0	
6.)	St. Thomas', Auburn		\$ 2,701.00	\$ 2,701.00	\$ -	\$ -	\$ -	0.0	
7.)	St. Andrew's, Blackinton (N.Adams)		\$ 489.00	\$ 489.00	\$ -	\$ -	\$ -	0.0	
8.)	Grace Church, Chicopee		\$ 4,112.00	\$ 4,112.00	\$ -	\$ -	\$ -	0.0	
9.)	Good Shepherd, Clinton		\$ 11,163.00	\$ 11,163.00	\$ -	\$ -	\$ -	0.0	
10.)	Grace Church, Dalton			\$ -					
11.)	St. Philip's, Easthampton		\$ 4,922.00	\$ 4,922.00	\$ -	\$ -	\$ -	0.0	
12.)	St. Mark's, East Longmeadow		\$ 12,136.00	\$ 12,136.00	\$ -	\$ -	\$ -	0.0	
13.)	St. Christopher's, Fairview (Chicopee)		\$ 4,503.00	\$ 4,503.00	\$ -	\$ -	\$ -	0.0	
14.)	Christ Church, Fitchburg		\$ 36,903.00	\$ 36,903.00	\$ -	\$ -	\$ -	0.0	
16.)	St. Paul's, Gardner		\$ 4,780.00	\$ 4,780.00	\$ -	\$ -	\$ -	0.0	
17.)	St. James', Great Barrington		\$ -	\$ -					
18.)	St. James', Greenfield		\$ 13,065.00	\$ 11,199.00	\$ 1,866	\$ -	\$ 1,866	1.0	
19.)	St. Francis, Holden		\$ 25,227.00	\$ 25,227.00	\$ -	\$ -	\$ -	0.0	
20.)	St. Paul's, Holyoke		\$ 13,711.00	\$ 13,711.00	\$ -	\$ -	\$ -	0.0	
21.)	St. Luke's, Lanesboro		\$ 1,832.00	\$ 1,832.00	\$ -	\$ -	\$ -	0.0	
22.)	St. George's, Lee			\$ -					
23.)	St. Helena's, Lenox		\$ 3,907.00	\$ 3,907.00	\$ -	\$ -	\$ -	0.0	
24.)	Trinity, Lenox		\$ 16,638.00	\$ 16,638.00	\$ -	\$ -	\$ -	0.0	
25.)	All Saints, Leominster			\$ -					
26.)	St. Mark's, Leominster		\$ 10,056.00	\$ 10,056.00	\$ -	\$ -	\$ -	0.0	
27.)	St. Andrew's, Longmeadow		\$ 24,212.00	\$ 24,212.00	\$ -	\$ -	\$ -	0.0	
28.)	Trinity, Milford		\$ 15,901.00	\$ 15,901.00	\$ -	\$ -	\$ -	0.0	
29.)	St. John's, Millville		\$ 1,466.00	\$ 1,466.00	\$ -	\$ -	\$ -	0.0	
31.)	St. John's, Northampton		\$ 19,540.00	\$ 19,540.00	\$ -	\$ -	\$ -	0.0	
32.)	Nativity, Northborough		\$ 21,135.00	\$ 21,135.00	\$ -	\$ -	\$ -	0.0	
33.)	Christ Memorial, North Brookfield		\$ 3,072.00	\$ 3,072.00	\$ -	\$ -	\$ -	0.0	
34.)	St. Andrew's, North Grafton		\$ 7,456.00	\$ 7,456.00	\$ -	\$ -	\$ -	0.0	
35.)	Grace Church, Oxford		\$ 5,332.00	\$ 2,282.00	\$ 3,050	\$ -	\$ 3,040	4.0	
36.)	St. Martin's, Pittsfield		\$ -	\$ -					
37.)	St. Stephens', Pittsfield		\$ 33,295.00	\$ 33,295.00	\$ -	\$ -	\$ -	0.0	
38.)	Christ Church, Rochdale		\$ 6,468.00	\$ 5,545.00	\$ 923	\$ -	\$ 923	1.0	
39.)	Christ Church, Sheffield		\$ 5,715.00	\$ 5,715.00	\$ -	\$ -	\$ -	0.0	
	Trinity, Shelburne Falls *			\$ -	\$ -	\$ -	\$ -		
40.)	Trinity, Shrewsbury		\$ 6,654.00	\$ 6,654.00	\$ -	\$ -	\$ -	0.0	

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Council Norms (DRAFT)

August 24, 2017

Submitted by Janet Walsh Young, Heather Blais, and Steve Abdow

1. Start and end on time
2. Come prepared. Allow adequate time to review meeting materials in advance.
3. Prayer time is sacred & important
4. Practice active listening. Give space for all to talk. We will hold honest, non-repetitive collaborative discussion
5. Use mutual invitation.
6. Use respectful conversation and respectful listening/appreciative inquiry. "What I hear you saying is..."
7. Cell phone use should be limited to purposes of the meeting. Other necessary cell phone use should be done outside of the meeting space
8. No side conversations or parking lot conversations. Respect confidentiality.
9. Respect differences of opinion and recognize that not all votes need to pass unanimously. Once a vote has been made they whole team will respect the decision publicly

2017 Human Resources Committee Report

The Human Resources Committee functions as a committee of Diocesan Council. The work of the committee is to formulate HR policies and guidelines relative to compensation and benefits for the use of clergy and lay parish leaders. The committee members are from congregations of varying sizes and bring experience in the field of HR to the work of the committee.

The primary focus of the committee work this year was to review diocesan compensation guidelines. The last full evaluation was done in 1999 when formal guidelines were first established. As a result, the committee recommended that the Diocese commission an independent consultant to conduct a market study. The purpose of the study was to assess clergy and lay position salaries to ensure that the guidelines remain competitive and appropriate for all positions. The consulting firm, Insight Performance, was chosen to conduct the market study which was completed in July 2017.

In summary, the major work of the committee this year included:

- 1) The committee reviewed and discussed the final report from Insight Performance. Their study compared data from a number of sources to include Employer's Associations of Massachusetts, Connecticut and Rhode Island, national data, the other New England dioceses' and the Church Pension Fund. As a result of the study, the consultant recommends that the Diocese implement new clergy and lay salary ranges to better align staff positions with current market findings.
- 2) There was a unanimous vote by the committee that the proposed new lay and clergy salary ranges be adopted for use by the parishes of the Diocese.
- 3) Recommendation for parishes to budget 2.5%-3% merit increase for 2018 to recognize good performance of both lay and ordained employees. It is further recommended that parishes closely review the new salary range data when making compensation decisions.

Clergy and Lay Compensation guidelines will be distributed to parishes in mid-October as a part of the annual budget mailing to Treasurers and will also be available on the diocesan website

www.diocesewma.org

The committee reviewed an analysis of clergy compensation trends in our Diocese. The data makes a comparison of compa ratios from our clergy group as a whole. **(The compa ratio is a comparison of the actual salary paid to the midpoint for the appropriate salary range.)** Our reporting indicates that all clergy are being paid within or above the appropriate salary range.

The committee also completed an analysis of clergy compensation by gender. The figures listed below indicate the comparison in compa ratios for male and female clergy for the years 2012-2017 as follows:

<u>Year</u>	<u>Compa Ratio</u>	<u>Compa Ratio</u>
	<u>Male clergy</u>	<u>Female Clergy</u>
2012	1.04	1.10
2013	1.09	1.06
2014	1.10	1.05
2015	1.12	1.00
2016	1.12	1.07
2017	1.13	1.08

We will continue to provide and track this information to maintain the awareness of differences that may exist between male and female clergy and to strive for equal compensation.

Committee Members:

Pat Turley, *Committee Chair*

Jim Craig, Moira Miller, Diane Fernau

Staff to Committee:

Steve Abdow, Susan Olbon

The Episcopal Diocese of Western Massachusetts

Memorandum

To: Delegates to Diocesan Convention
From: Steven P. Abdow, Canon for Mission Resources
Subject: Plan for Use of Diocesan Mission Resources in 2018
Date: September 2, 2017

On behalf of Bishop Fisher and Diocesan Council I am pleased to present the proposed budget for 2018. On day of Diocesan Convention I will be available to answer any questions you have about this plan. Additionally, I invite you to contact me directly with any questions or comments. I can be reached at sabdow@diocesewma.org or 413-417-2414.

The Bishop and his leadership team have identified the following goals for the Episcopacy at this time:

- Developing and supporting transformational lay and clergy leaders
- Engaging congregations in processes of honest, healthy self-assessment and renewal
- Encouraging inter-diocesan, ecumenical, and interfaith partnerships in congregations and the Bishop's office
- Providing opportunities for clergy to gather for support and networking
- Committing to Social Justice issues (moving from idea to ministry to a movement)
- Encouraging and supporting new initiatives in ministry

Our objective is to present a budget that is aligned with our goals and mission which best utilizes our available resources. 53% of the budget is for payroll and personnel related expenses. The work of the bishop's office is relational and highly dependent on personnel, and we feel that this ratio is appropriate to accomplish the mission.

Services provided by the Administrative Offices of the Diocese to the congregations are payroll and benefits administration, transition ministry support, Congregational development coaching and direction. The ministry of the bishop includes parish visitations, confirmations, ordinations, and representation at the house of Bishops and other communion wide work. Included in the budget is the cost of the diocese convention, clergy conferences, and diocesan wide leadership development events.

30% of the budget goes back out for outreach and to support ministries outside the diocese. Attached to this document you will find detail on the Diocese Outreach and Ministry budget for 2018 consisting of projects and programs that are outreach to our congregations, our communities, and our world.

Highlights:

- \$276,000 on veterans ministry, urban ministry, creation care, an outdoor congregation in Pittsfield, and social justice ministry
- \$27,500 for international outreach
- \$19,000 to Episcopal Relief and Development for support of Sustainable Development Goals
- \$27,500 to support other Christian, Ecumenical, and Interfaith organizations
- \$80,000 in grants to our congregations for Ministry Development Initiatives.
- \$50,000 for Leadership and Stewardship development for lay and ordained leaders
- \$65,000 in scholarship money for church members, seminarians, and clergy kids.
- \$50,000 on programming for Christian Formation for young people and adults
- \$343,000 to support The Episcopal Church

REVENUES

We are blessed in this diocese with 100% fulfillment by our congregations of their Support of our Common Ministry, and with substantial invested funds wisely managed by the Trustees for the Diocese. Our assessment rates are below the average as compared to other Dioceses in the Episcopal Church.

- Income from Assessments (Support from congregations for our Common Ministry) is projected to be slightly higher than in 2017 at \$1,119,000. This year's support is expected to be at its highest level since before 2014.
- Investment income is projected to continue to increase to \$1.4 million in 2018.
- Other sources of income are an additional draw from investments of \$72,000 for Walking Together (to match the Mission Enterprise Zone grant of \$100,000) and a total contribution in 2018 of \$54,000 from Bishop's Funds for Vets Ministry and Creation Care. The contribution from Bishop's Funds is the same as last year.

Fanning the Flames will enter its final year. The budget for 2018 is separate from the Diocesan Budget presented at Convention. Draft budget for FTF in 2018 is \$296,000.

Note: the FTF investment strategy is to spend \$1,000,000 of invested funds over the 5% regular distribution over three years (through 2018) strategically as investments to "fan the flames where the Holy Spirit is blowing." My forecast is for that by the end of 2018 we will have spent \$860,000.

EXPENSES

Mission in the World

This section of the budget includes our contributions to outside organizations that are doing mission beyond our congregations both locally and throughout the world.

- Apportionment to TEC is up \$13,000 to \$342,831. It is calculated at 15% of revenues.

- Budget for Sustainable Development Goals (formerly Millennium Development Goals) has been maintained at 0.7% of income or \$18,872. This all goes to ER&D, same as the past few years.
- Our pledge to support the work of Province One remains the same at \$9749.
- Donation to Berkshire Organizing Project continued at \$2500.
- Vets Ministry budget is level at \$82,000. Creation Care budget is level at \$35,000.
- We have budgeted \$87,000 for Cathedral of the Beloved, an outdoor, ecumenical ministry in Pittsfield.
- Walking Together (Worcester Urban Ministry) is included in the budget at \$72,000. This was started through a Mission Enterprise Zone grant from The Episcopal Church. That grant required a \$100,000 match by the Diocese, to which Council committed. The ministry will be funded in 2018 by the balance of the matching grant. The money for the match comes out of the assets of closed churches, primarily the former St. John's church in Worcester.

Congregational Development

This portion of the budget funds that work that we do that directly supports congregations in our diocese such as Christian Formation and leadership development events.

- Ministry Development Initiatives is budgeted at \$80,000. Included in that figure is \$5000 in matching grants of up to \$500 to congregations for investments in their websites.
- The Christian Formation budget is \$98,695. We fund PT staff positions out of that total with the remaining \$48,500 going for program and retreat expenses for young people and adults.

Leadership Development and Clergy Support

These resources fund our clergy transition process, retiree benefits, clergy and lay leadership training and diocesan clergy conferences.

- We have budgeted for \$67,000 in Ministry Development, including Diaconate formation, Clergy Conferences, Commission on Ministry, Parish Leadership Day Education for Ministry, and more.
- Transition ministry expense budget in 2018 is \$4750, \$3500 of which is for the transition ministry conferences.
- Safe Church training is budgeted at \$4400 in 2018.

Ministry of the Bishop

The business of the Bishop is funded in this section. This includes travel expenses to House of Bishop and other greater Church meetings, parish visitations, costs for our annual Convention, and the communications ministry.

- A big change in this section of the budget is that wages and benefits are expected to be almost \$20,000 lower due to changes in staffing.
- \$15,000 is budgeted for Stewardship development efforts.
- Abundant Times has been cut to three issues per year so we can cap the budget for printing and mailing at \$16,500 and maintain the outstanding quality.
- Our communications budget in 2018 is \$117,633 up 10% from 2017. We continue to invest in Communications. It is a major function of the Bishop's Office, and our work stands out in the Church.

Admin and Finance

The administration and finance section includes the cost to rent the office, accounting and legal fees, office equipment and supplies, telephone, computer, internet, etc. The Agency Function of the bishop's office provides full payroll services, complete benefits administration, and oversight of the property and casualty insurance program for the congregations and programs of the diocese.

- 2018 legal budget has been set at \$42,000.
- Our budget for administrative operations in 2018 is under \$215K and is at its lowest number in several years.

Personnel

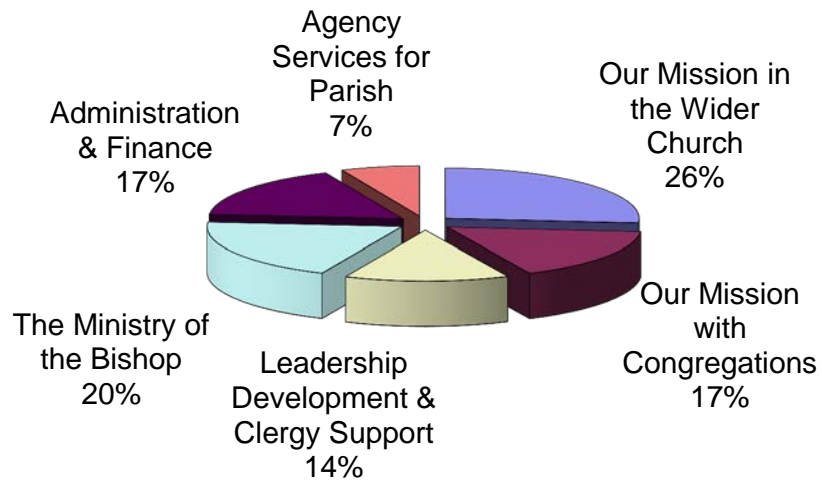
- The continuing education budget for exec staff is \$2000 per person.
- This budget draft includes an estimated salary increase budget of 2.25% and no increase for medical insurance premiums.

Forecasted surplus for the year is \$1684.

Members of Diocesan Council: The Rt. Rev. Doug Fisher, the Rev. Janet Zimmerman and Mr. John Cheek (Berkshire Corridor), Ms. Janet Walsh Young, the Rev. Heather Blais, Ms. Donna Christian, and the Rev. Derrick Fetz (Valley Corridor), Mr. Dan Mylott, the Rev. Jose Reyes and the Rev. Jesse Abell (Worcester Corridor), the Rev. Nancy Webb Stroud (Vice President of Council), the Rev. William (Mac) Murray (Secretary to Convention), Mr. Frank Minasian (Trustee Representative)

Members of the Budget and Financial Planning Committee: Wayne Gass, Treasurer (All Saints, South Hadley), Kitty Dougherty (Grace Church, Amherst), Mick Kalber (Holy Trinity, Southbridge), Al Symonds (St. Stephen's, Pittsfield), Mr. Dan Mylott (Christ Church, Fitchburg), the Rev. Dave Woesnner (St. Michael's on the Heights, Worcester), Kendra Macleod (St. Paul's, Stockbridge), Steve Abdow (Assistant Treasurer), and Esther Barker (Accounting Manager)

The Diocesan Budget



Attachments:

- Diocesan Outreach and Ministry Budget
- 2018 Assessments: *Parish Support for Common Ministry*
- Proposed 2018 Budget in a One-Page Summary
- Proposed 2018 Diocesan Operating Budget
-

One Page Summary of the Proposed 2018 Budget

	2015	2016	2017	2018	% of Budget
	Actual	Actual	Budget	Proposed Budget	
OPERATING REVENUES					
Assessment for Common Ministry	1,099,464	1,099,709	1,111,633	1,118,904	41.5%
Use of Investments -- Spending Rule	1,321,507	1,361,059	1,362,106	1,397,037	51.8%
Program Income	36,428	107,585	87,695	112,710	4.2%
Other Income and Gifts	14,687	57,065	66,475	66,720	2.5%
<u>Interest Income</u>	<u>439</u>	<u>579</u>	<u>0</u>	<u>600</u>	0.0%
TOTAL REVENUES FOR DIOCESAN OPERATIONS	2,472,525	2,625,997	2,627,909	2,695,971	100.0%
OPERATING EXPENSES					
Our Mission in the Wider Church	447,991	592,499	592,174	712,742	26.4%
Our Mission with Congregations	467,342	504,544	506,227	447,158	16.6%
Leadership Development and Clergy Support	364,015	372,537	386,211	367,801	13.6%
The Ministry of the Bishop's Office	519,581	539,132	518,376	531,095	19.7%
Administrative and Financial Support	442,836	446,628	453,147	459,337	17.0%
<u>Agency for Parish Services</u>	<u>175,149</u>	<u>176,017</u>	<u>175,495</u>	<u>176,154</u>	6.5%
TOTAL OPERATING EXPENSE:	2,416,914	2,631,357	2,631,630	2,694,287	99.9%
OPERATING INCOME AND EXPENSE					
Operating Income	2,472,525	2,625,997	2,627,909	2,695,971	
<u>Operating Expense</u>	<u>2,416,914</u>	<u>2,631,357</u>	<u>2,631,630</u>	<u>2,694,287</u>	
OPERATING INCOME LESS OPERATING EXPENSE	55,611	(5,360)	(3,721)	1,684	

2018 Budget for Outreach and Diocesan Ministry

	2016 Budget	2017 Budget	2018 Proposed Budget	% of 2018 budget
<u>TOTAL DIOCESAN INCOME AND GIFTS:</u>	<u>\$2,618,967</u>	<u>\$2,627,909</u>	<u>\$2,695,972</u>	
<u>EXPENSES FOR OUTREACH</u>				
<u>APPORTIONMENT TO THE EPISCOPAL CHURCH</u>	\$320,678	\$329,452	\$342,831	12.72%
<u>SUSTAINABLE DEVELOPMENT GOALS: All goes to ER&D</u>	\$17,489	\$18,378	\$18,872	0.70%
<u>ECUMENICAL RELATIONS</u>				
Province One	\$9,769	\$9,749	\$9,749	
Interfaith Council	\$275	\$300	\$300	
Mass Council of Churches	\$12,500	\$12,500	\$15,000	
Berkshire Organizing Project	\$5,000	\$2,500	\$2,500	
SUBTOTAL ECUMENICAL RELATIONS:	\$27,544	\$25,049	\$27,549	1.02%
<u>GLOBAL MISSION GRANTS:</u> Diocesan Global Mission Grants fund short-term mission trips, supports our long-term missionaries, various projects from diocesan congregations, and our companion diocese of Kumasi in Ghana.	\$25,484	\$25,500	\$25,000	0.93%
<u>VETERAN'S MINISTRY</u> http://www.buildingbridgeswma.com/	\$67,877	\$81,119	\$82,462	3.06%
<u>WALKING TOGETHER</u> A Ministry of Presence in Southeast Worcester	\$60,212	\$60,895	\$71,710	2.66%
<u>CREATION CARE</u> https://www.diocesewma.org/vision-ministry-statements/creation-care/	\$36,690	\$35,031	\$35,288	1.31%
<u>CATHEDRAL OF THE BELOVED</u> An outdoor community founded in the radical tradition of Jesus, creating a space where people can come to know the joy and freedom of being God's	\$74,000	\$67,000	\$87,280	3.24%
<u>GRANTS TO PARISHES</u>				
Ministry Development Grants	\$82,500	\$85,000	\$80,000	
College Scholarships (Bement Waterfield)	\$42,565	\$42,500	\$42,500	
Seminarian Assistance	\$25,000	\$25,000	\$12,500	
Continuing Education Grants	\$5,500	\$3,000	\$4,000	
Sabbatical Grants	\$7,500	\$4,000	\$5,000	
SUBTOTAL GRANTS TO PARISHES	\$163,065	\$159,500	\$144,000	5.34%
	\$719,038.50	\$734,923.64	\$834,991.89	30.97%

The Episcopal Diocese of Western Massachusetts

Proposed 2018 Budget

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed Budget
<hr/>				
<u>REVENUES</u>				
 <u>Assessment for Common Ministry</u>	\$1,099,464	\$1,099,709	\$1,111,633	\$1,118,904
<u>Use of Investment</u>	\$1,321,507	\$1,361,059	\$1,362,106	\$1,397,037
<u>Program Income</u>	\$36,428	\$107,585	\$87,695	\$112,710
<u>Other Income and Gifts</u>	\$14,687	\$57,065	\$66,475	\$66,720
<u>Interest Income</u>	\$439	\$579	\$0	\$600
 <u>TOTAL DIOCESAN INCOME AND GIFTS:</u>	<u>\$2,472,525</u>	<u>\$2,625,998</u>	<u>\$2,627,909</u>	<u>\$2,695,972</u>

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed Budget
<u>EXPENSES</u>				
<u>WIDER CHURCH - Mission in the World</u>				
<u>WIDER CHURCH OPERATIONAL EXPENSES</u>				
<u>THE EPISCOPAL CHURCH APPORTIONMENT:</u>	\$304,845	\$320,678	\$329,452	\$342,831
<u>GENERAL CONVENTION:</u>	\$13,204	\$14,000	\$15,000	\$15,000
<u>LAMBETH CONFERENCE:</u>	\$0	\$0	\$0	\$2,000
<u>SUSTAINABLE DEVELOPMENT GOALS:</u>	\$17,250	\$17,489	\$18,378	\$18,872
<u>ANGLICAN COMMUNION PARTNERS:</u>	\$2,500	\$2,500	\$0	\$2,500
<u>ECUMENICAL RELATIONS</u>				
Ecumenical Officer	\$1,933	\$2,117	\$1,750	\$2,250
Province One	\$11,598	\$9,769	\$9,749	\$9,749
Interfaith Council	\$350	\$350	\$300	\$300
Mass Council of Churches	\$12,500	\$12,500	\$12,500	\$15,000
Berkshire Organizing Project	\$5,000	\$5,630	\$2,500	\$2,500
SUBTOTAL ECUMENICAL RELATIONS:	\$31,381	\$30,366	\$26,799	\$29,799
<u>EPISCOPAL RELIEF AND DEVELOPMENT</u>	\$0	\$0	\$0	\$0
<u>GLOBAL MISSION:</u>	\$21,999	\$25,484	\$25,500	\$25,000
<u>VETERAN'S MINISTRY</u>	\$27,490	\$86,097	\$81,119	\$82,462
<u>WALKING TOGETHER</u>	\$0	\$60,497	\$60,895	\$71,710
<u>CATHEDRAL OF THE BELOVED</u>	\$0	\$775	\$0	\$87,280
<u>CREATION CARE</u>	\$29,322	\$34,613	\$35,031	\$35,288
<u>TOTAL WIDER CHURCH OPERATIONAL EXPENSES:</u>	\$447,991	\$592,499	\$592,174	\$712,742
			\$276,740	

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed Budget
<u>CONGREGATIONAL DEVELOPMENT: Mission with Congregations</u>				
<u>CONGREGATIONAL DEVELOPMENT PROGRAMS</u>				
Special Assistance to Congregations	\$6,050	\$2,123	\$5,000	\$5,000
Hispanic Ministry	\$10,796	\$0	\$0	\$12,000
Parish Leadership Day (moved to Clergy support Section)				
ECBF Recasting Assets	\$21,128	\$0		
SUBTOTAL CONGREGATIONAL DEV. PROGRAMS:	\$37,974	\$2,123	\$5,000	\$17,000
<u>GRANTS</u>				
Ministry Development Grants	\$86,375	\$77,251	\$85,000	\$80,000
Deanery	\$92	\$84	\$2,300	\$2,600
College Scholarships (Bement Waterfield)	\$34,659	\$38,886	\$42,500	\$42,500
Ministry with Girls	\$500	\$500	\$0	\$0
SUBTOTAL CONGREGATIONAL GRANTS:	\$121,626	\$116,721	\$129,800	\$125,100
<u>MISSION OPERATIONAL EXPENSES</u>				
Christian Formation Ministry	\$40,260	\$60,804	\$130,027	\$65,760
CITN-Pittsfield (formerly known as Servant Leadership)	\$73,531	\$74,169	\$0	\$0
Episcopal Church Women	\$0	\$2,007	\$0	\$0
Diocesan Altar Guild	\$0	\$0	\$0	\$0
Youth Ministry	\$0	\$40,021	\$34,524	\$32,934
Health Ministry		\$1,307		\$0
SUBTOTAL CONGREGATIONAL MISSION EXPENSES:	\$113,791	\$178,308	\$164,551	\$98,695
<u>CONGREGATIONAL DEVELOPMENT PERSONNEL EXPENSES</u>				
Wages and Benefits	\$179,608	\$194,292	\$197,482	\$196,271
Business Expense	\$8,824	\$13,100	\$9,394	\$10,093
SUBTOTAL CONGREGATIONAL DEV. PERSONNEL EXPS:	\$188,432	\$207,393	\$206,876	\$206,364
<u>TOTAL CONGREGATIONAL DEVELOPMENT:</u>	\$461,823	\$504,544	\$506,227	\$447,158
Mission with Congregations				

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed Budget
<u>LEADERSHIP DEVELOPMENT & CLERGY SUPPORT</u>				
<u>MINISTRY DEVELOPMENT OPERATIONAL EXPENSES</u>				
Parish Leadership Day	\$5,519	\$6,316	\$8,250	\$9,950
Commision on Ministry	\$7,664	\$6,602	\$2,500	\$4,500
Diaconate Formation	\$0	\$2,362	\$4,000	\$3,600
Education for Ministry	\$2,503	\$2,619	\$2,150	\$4,900
Seminarian Assistance	\$12,500	\$9,312	\$25,000	\$12,500
Continuing Education Grants	\$2,160	\$4,534	\$3,000	\$4,000
Sabbatical Grants	\$2,910	\$6,668	\$4,000	\$5,000
Clergy Conferences	\$20,674	\$19,921	\$20,900	\$20,900
Strategic Leadership Development	\$287	\$1,402	\$1,500	\$6,500
Fresh Start	\$3,615	\$4,353	\$3,650	\$3,950
David Allen Seminars	\$745	\$0	\$0	\$0
Planning For Tomorrow	\$0	\$0	\$0	\$0
SUBTOTAL MINISTRY DEVELOPMENT EXPENSES:	\$58,577	\$64,089	\$74,950	\$75,800
<u>CLERGY SUPPORT:</u>				
Deployment	\$8,079	\$4,202	\$4,750	\$4,750
Prevention and Safe Church Training	\$5,026	\$4,024	\$4,450	\$4,450
Clergy Children Educational Grants	\$8,625	\$5,250	\$7,500	\$6,000
SUBTOTAL CLERGY SUPPORT EXPENSES:	\$21,730	\$13,476	\$16,700	\$15,200
<u>RETIRED CLERGY and LAY SUPPORT</u>				
Retired Clergy Benefits	\$43,654	\$44,953	\$45,635	\$37,832
Lay Retirees Benefits	\$64,658	\$61,510	\$60,534	\$50,204
SUBTOTAL RETIRED CLERGY and LAY SUPPORT EXPENSES:	\$108,312	\$106,463	\$106,169	\$88,036
SUBTOTAL LEADERSHIP DEV./SUPPORT OPERATIONAL EXPENSES:	\$188,619	\$184,027	\$197,819	\$179,036
<u>LEADERSHIP DEV./CLERGY SUPPORT PERSONNEL EXPENSES</u>				
Wages and Benefits	\$171,355	\$176,060	\$178,842	\$177,666
Business Expense	\$9,560	\$12,449	\$9,550	\$11,099
SUBTOTAL LEADERSHIP DEV./SUPPORT PERSONNEL EXPENSES:	\$180,915	\$188,509	\$188,392	\$188,765
<u>TOTAL LEADERSHIP DEVELOPMENT & CLERGY SUPPORT EXPENSES:</u>	\$369,534	\$372,537	\$386,211	\$367,801

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed Budget
<u>EPISCOPAL OVERSIGHT: Mission and Ministry of the Bishop</u>				
<u>GOVERNANCE</u>				
Diocesan Council	\$222	\$1,392	\$1,250	\$1,400
Standing Committee	\$0	\$15	\$0	\$500
Chancellor's Conference	\$2,359	\$1,937	\$2,250	\$3,250
Title IV Disciplinary Committee	\$1,401	\$1,084	\$2,000	\$2,000
SUBTOTAL GOVERNANCE EXPENSES:	\$3,982	\$4,428	\$5,500	\$7,150
<u>BISHOP'S MISSION</u>				
Diocesan Convention	\$27,334	\$44,053	\$30,475	\$42,465
Diocesan-wide Conferences	\$0	\$0	\$0	\$0
Stewardship	\$22,869	\$22,642	\$7,800	\$14,700
Special Projects	\$25,000	\$0	\$0	\$0
Communications	\$114,041	\$112,695	\$112,468	\$117,633
Corridor Walks	\$5,746	\$619	\$3,000	\$3,000
SUBTOTAL BISHOP'S MISSION EXPENSES:	\$194,990	\$180,009	\$153,743	\$177,798
<u>BISHOP'S MINISTRY</u>				
Parish Visitations	\$0	\$0	\$0	\$0
Clergy/Spouse Gatherings	\$1,637	\$2,925	\$1,300	\$0
Social Justice	\$7,074	\$3,191	\$2,500	\$3,750
SUBTOTAL BISHOP'S MINISTRY EXPENSES:	\$8,711	\$6,116	\$3,800	\$3,750
<u>ARCHIVE PROJECT:</u>	\$7,369	\$7,687	\$7,919	\$6,931
SUBTOTAL BISHOP'S OVERSIGHT OPERATIONAL EXPENSES:	\$215,052	\$198,240	\$170,962	\$195,628
<u>EPISCOPAL OVERSIGHT and BISHOP'S MINISTRY PERSONNEL EXPENSES</u>				
Wages and Benefits	\$272,017	\$296,723	\$318,754	\$298,958
Business Expense	\$32,512	\$44,169	\$28,660	\$36,508
SUBTOTAL BISHOP'S PERSONNEL EXPENSES:	\$304,529	\$340,892	\$347,414	\$335,466
<u>TOTAL EPISCOPAL OVERSIGHT - Mission & Ministry of the Bishop:</u>	\$519,581	\$539,132	\$518,376	\$531,095

	2015 Actual	2016 Actual	2017 Budget	2018 Proposed Budget
<u>ADMINISTRATION & FINANCE: Support of Diocesan Operations</u>				
<u>ADMINISTRATION OPERATIONS</u>				
Financial Management	\$10,446	\$9,981	\$10,100	\$10,100
Accounting/Legal	\$72,042	\$69,436	\$61,500	\$61,500
Property - Plant	\$109,250	\$110,338	\$112,170	\$111,902
General Operations	\$25,823	\$26,432	\$32,296	\$30,630
SUBTOTAL ADMINISTRATION OPERATIONS:	<u>\$217,561</u>	<u>\$216,187</u>	<u>\$216,066</u>	<u>\$214,132</u>
<u>ADMINISTRATION PERSONNEL</u>				
Wages and Benefits	\$215,206	\$220,189	\$225,591	\$235,609
Business Expenses	\$10,069	\$10,253	\$11,490	\$9,595
SUBTOTAL ADMINISTRATION PERSONNEL EXPENSES:	<u>\$225,275</u>	<u>\$230,442</u>	<u>\$237,081</u>	<u>\$245,204</u>
<u>TOTAL ADMINISTRATION & FINANCE EXPENSE:</u> Support of Diocesan Operations	<u>\$442,836</u>	<u>\$446,628</u>	<u>\$453,147</u>	<u>\$459,337</u>
<u>DIOCESAN AGENCY: Benefits Administration for Congregations</u>				
<u>AGENCY OPERATIONAL EXPENSES</u>	<u>\$11,536</u>	<u>\$14,078</u>	<u>\$12,782</u>	<u>\$10,214</u>
<u>AGENCY PERSONNEL EXPENSES</u>				
Wages and Benefits	\$161,259	\$160,113	\$160,263	\$163,440
Business Expenses	\$2,354	\$1,826	\$2,450	\$2,500
SUBTOTAL AGENCY PERSONNEL EXPENSES:	<u>\$163,613</u>	<u>\$161,939</u>	<u>\$162,713</u>	<u>\$165,940</u>
<u>TOTAL DIOCESAN AGENCY EXPENSES:</u>	<u>\$175,149</u>	<u>\$176,017</u>	<u>\$175,495</u>	<u>\$176,154</u>
<u>TOTAL DIOCESAN EXPENSES</u>	<u>\$2,416,914</u>	<u>\$2,631,358</u>	<u>\$2,631,630</u>	<u>\$2,694,287</u>
NET SURPLUS/(DEFICIT)	<u><u>\$55,611</u></u>	<u><u>(\$5,360)</u></u>	<u><u>(\$3,720)</u></u>	<u><u>\$1,684</u></u>

**Assessments for Common Ministry
to Support the 2018 Diocesan Operating Budget**

	2014 Total Operating Income	2015 Total Operating Income	2016 Total Operating Income	Average Operating Income 2014-2016	2018 Support for Common Ministry
St. David's, Agawam	122,506	129,212	113,085	121,601	10,706
Grace Church, Amherst	530,851	525,077	543,102	533,010	64,374
St. John's, Ashfield	76,677	76,506	87,422	80,202	6,359
St. John's, Athol	70,205	84,506	99,697	84,803	6,842
St. Thomas', Auburn	64,848	63,169	70,174	66,064	4,941
St. Andrew's, Blackinton	11,037	11,037	7,375	9,816	663
Good Shepherd, Clinton	213,405	175,856	220,544	203,268	20,650
St. Philip's, Easthampton	103,528	109,147	92,475	101,717	8,618
St. Mark's, East Longmeadow	206,212	218,551	237,094	220,619	22,982
Christ Church, Fitchburg	534,213	552,101	491,914	526,076	63,455
St. Paul's, Gardner	92,132	102,727	90,106	94,988	7,911
Grace in the Berkshires	205,674	212,905	272,686	230,422	24,281
St. Francis, Holden	372,787	372,534	338,634	361,318	41,625
St. Paul's, Holyoke	219,695	254,958	230,224	234,959	24,882
St. Luke's, Lanesboro	40,638	52,944	50,915	48,166	3,251
St. Helena's, Lenox	100,348	71,439	72,277	81,355	6,480
Trinity, Lenox	261,619	282,368	271,514	271,834	29,768
St. Mark's, Leominster	172,139	183,395	197,299	184,278	18,324
St. Andrew's, Longmeadow	368,635	367,457	358,689	364,927	42,103
Trinity, Milford	246,914	253,889	261,827	254,210	27,433
St. John's, Millville	35,394	35,540	33,255	34,730	2,344
All Saint's Berkshire County	188,496	221,633	233,263	214,464	22,166
St. John's, Northampton	309,784	306,699	307,460	307,981	34,557
Nativity, Northborough	310,249	341,143	333,727	328,373	37,259
Christ Memorial, North Brookfield	66,860	72,306	64,545	67,904	5,121
Grace Church, Oxford	110,933	117,335	89,113	105,794	8,815
St. Stephens', Pittsfield	494,117	476,807	454,970	475,298	56,727
Christ Church, Rochdale	132,873	112,814	103,218	116,302	10,149
Christ Church, Sheffield	106,276	113,816	129,739	116,610	10,182
Trinity, Shrewsbury	141,541	107,217	175,822	141,527	13,087

**Assessments for Common Ministry
to Support the 2018 Diocesan Operating Budget**

Holy Trinity, Southbridge	104,384	123,393	103,779	110,519	9,542
All Saints, South Hadley	211,940	244,750	225,217	227,302	23,868
Southwick Community Episcopal Church	231,649	205,154	188,389	208,397	21,363
Christ Church Cathedral, Springfield	605,751	604,766	595,876	602,131	73,532
St. Peter's, Springfield	106,945	105,049	83,718	98,571	8,111
St. Paul's, Stockbridge	154,120	176,267	160,753	163,713	15,805
Trinity, Ware	149,137	111,346	124,356	128,280	11,407
Reconciliation, Webster	111,315	116,631	113,823	113,923	9,899
St. Stephen's, Westborough	213,041	213,559	215,774	214,125	22,122
Atonement, Westfield	222,711	231,057	236,833	230,200	24,252
Good Shepherd, West Springfield	83,671	36,542	62,632	60,948	1,200
Trinity, Whitinsville	95,465	94,716	100,844	97,008	8,123
Epiphany, Wilbraham	147,301	158,449	154,471	153,407	14,542
St. John's, Williamstown	465,358	441,932	428,712	445,334	52,757
All Saints, Worcester	613,240	665,820	720,299	666,453	82,055
St. Luke's, Worcester	191,531	195,324	223,991	203,615	20,729
St. Mark's, Worcester	45,994	53,255	46,637	48,629	3,282
St. Matthew's, Worcester	161,465	168,118	188,544	172,709	16,907
St. Michael's, Worcester	167,772	166,616	190,456	174,948	17,181
Grace Church, Chicopee	79,657	76,805	66,423	74,295	
St. Christopher's, Fairview	87,717	109,933	87,613	95,088	
St. Andrew's, North Grafton	135,126	162,895	134,794	144,272	
St. John's, Sutton	158,809	135,375	127,725	140,636	
St. James', Greenfield	205,761	218,889	229,910	218,187	
St. Andrew's, Turner's Falls	46,113	44,599	53,116	47,943	
Holy Spirit, Sutton and N. Grafton*					20,181
Trinity, Chicopee*					10,387
Church of Sts. James and Andrew, Greenfield*					22,660
TOTALS	10,706,559	10,866,328	10,896,850	10,823,246	1,125,958

*NOTE: These three parishes have emerged as new congregations out of the merger of St. John's, Sutton and St. Andrew's, North Grafton; Grace, Chicopee and St. Christopher's, Fairview; and St. Andrew's, Turners Falls and St. James, Greenfield

Guidelines for Memorial Gardens in The Episcopal Diocese of Western Massachusetts

It is intended that a Memorial Garden as a whole shall be a living, perpetual memorial to the glory of God and to all those buried in it. The Diocese has adopted the following Guidelines to honor the purpose of a Memorial Garden, while safeguarding the fiduciary duties to the Parishioners in future generations. These Guidelines apply to all Memorial Gardens on Church properties throughout the Diocese. A Parish which establishes a Memorial Garden may adopt additional guidelines or policies consistent with these Guidelines.

1. A copy of these Diocesan Guidelines should be provided to anyone who is considering placing cremains in a Memorial Garden.
2. The Parish may develop and maintain written policies with respect to the Memorial Garden, which are consistent with and subject to the Diocesan Guidelines. The Parish policies should be available to all parishioners and should be provided to anyone considering placing cremains in a Memorial Garden. Parish or Diocesan Policies may be changed, from time to time.
3. Under Church and Diocesan Canons, Parish property cannot be encumbered, such as through a deed restriction, easement, or statement that a specific use, such as a Memorial Garden, will continue for any stated time or in perpetuity, without the prior written consent of the Bishop and the Standing Committee. In light of the impossibility of guaranteeing the continuing existence of a Memorial Garden, such approval has not been granted to date, and is unlikely in the future.
4. The Parish may not guarantee or represent that the Memorial Garden will be maintained for any specific period of time or for perpetuity. The use of the Memorial Garden is only by the revocable permission and license by the Parish.
5. Consistent with number 4 above, a fund or gift to support a Memorial Garden, by any name, is not an endowment or permanently restricted fund. It is a Vestry-designated Fund, the use of which may be changed by the Vestry.
6. The Memorial Garden is available for the human cremated remains of those who were members or former members of the congregation and their families, or who had other recognized connections with the congregation. The Rector and/or Vestry will resolve questions about use of the Memorial Garden, and may make limited exceptions to this policy.
7. Memorial Gardens are not cemeteries. For that reason, containers, including biodegradable containers, may not be buried in the Memorial Garden. Cremated remains may be buried (without containers), scattered, or otherwise placed so that they will be permitted to return to nature over time.

8. Specific sites shall remain unmarked. The location for each placement of cremains will be determined by the Rector or Priest-in-Charge.
9. Care should be taken to record at the time of placement in the Memorial Garden, and to ask the families to maintain on a current basis, contact information for families of those whose cremains are placed in a Memorial Garden.
10. If a Memorial Garden must be closed or relocated, the decision will be made with pastoral sensitivity for those families affected. Arrangements will be made for the relocation of representative soil from the Memorial Garden to a suitable location identified by the Parish.
11. A Parish may establish a fee in exchange for the right to bury, scatter, or otherwise place cremains in the Memorial Garden. Such a fee for services is not a tax-deductible contribution, and is separate from any memorial gifts to the Church, which may be tax deductible. Parishes are encouraged to make accommodations for use of the Memorial Garden by eligible persons or families who cannot afford to pay the established fee.
12. Burial rites shall be in accordance with the worship and practice of The Episcopal Church as set forth in authorized worship resources and in consultation with the Rector or Priest-in-Charge of the Parish.

Minutes of the Episcopal Missions of Western Massachusetts
July 27, 2017 Special Meeting via Teleconference

In Attendance:

Mr. John Cheek
Ms. Donna Christian
The Rev. Derrick Fetz
Mr. Wayne Gass
Mr. Frank Minasian
The Rev. William Murray, Secretary
The Rev. José Reyes
The Rev. Nancy Webb Stroud
Ms. Janet Walsh Young
The Rev. Janet Zimmerman
Canon Steven Abdow

8:40 a.m. – Meeting called to order by the Rev. Nancy Stroud, VP of Council

The minutes of the 4/27/17 EMWM meeting and the minutes of the 6/8/17 EMWM special meeting via teleconference were unanimously approved.

Vote: To approve, endorse and adopt the Agreement for the Merger by and between Grace Episcopal Church, Chicopee and Episcopal Missions of Western Massachusetts in the form attached to the original minutes of this meeting.

Approved unanimously

Vote: To transfer the investments previously for the benefit of the St. Andrew's, Turners Falls, which are listed below, and held by the Trustees for the Diocese to St. James Episcopal Church, Greenfield, d/b/a the Episcopal Church of Saints James and Andrew, Greenfield; and

To authorize any duly elected Officer of the Diocesan Council of The Episcopal Diocese of Western Massachusetts, acting alone, to execute such Authorizations or Certificates as may be required to evidence this Vote.

<u>Fund Name</u>	<u>Trustee #</u>
St. Andrew's Endowment	E05201
Raymond McClary Endowment	E05202
Eva Schwilling Memorial	E05203
John & Irene Casley Memorial	E05204
Burgess Endowment	E05205
Hammond Fund	E05206
Richard O. Guy Memorial Fund	E05207

Organ Fund
Thornton Fund

E05208
E05209

Approved unanimously

8:48 a.m. – Meeting Adjourned

Respectfully Submitted,
Steve Abdow, Assistant Treasurer
Mac Murray, Secretary

EPISCOPAL MISSIONS OF WESTERN MASSACHUSETTS BOARD OF DIRECTORS

CERTIFICATE OF VOTE

The undersigned duly elected Officer of Episcopal Missions of Western Massachusetts (the "Corporation") does hereby certify that at a duly called meeting of the Board of Directors of the Corporation held on _____, 2017, at which a quorum was at all times present and voting, the following votes were adopted:

VOTED: To rescind the vote of June 8, 2017 which approved the sale of the property located at 133 Dalton Ave, Pittsfield, Massachusetts, known as St. Martin's Church, for a gross sales price of not less than \$99,000;

To approve the sale of the property located at 133 Dalton Ave, Pittsfield, Massachusetts, known as St. Martin's Church, for a gross sales price of not less than \$75,000;

To authorize the President, the Treasurer or the Assistant Treasurer, or any one of them acting alone, to execute such deeds, agreements, assignments and other documents which, in their sole judgment, are necessary or appropriate to carry out these votes.

I further certify that the duly elected President, Treasurer and Assistant Treasurer of the Corporation are, respectively, the Rt. Rev. Douglas J. Fisher, Wayne Gass, and Steven P. Abdow; and

I further certify that as of the date hereof, said votes are unchanged and remain in full force and effect.

Executed as a sealed instrument under the penalties of perjury, this ____ day of _____, 2017.

Signature_____

Print Name:

Office:

Episcopal Missions of Western Massachusetts

COMMONWEALTH OF MASSACHUSETTS

Hampden, ss. _____, 2017

On this ____ day of _____, 2017, before me, the undersigned Notary Public, personally appeared _____, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

_____, Notary Public

My commission expires:

**EPISCOPAL MISSIONS OF WESTERN MASSACHUSETTS
BOARD OF DIRECTORS
CERTIFICATE OF VOTE**

The undersigned duly elected Officer of Episcopal Missions of Western Massachusetts (the "Corporation") does hereby certify that at a duly called meeting of the Board of Directors of the Corporation held on _____, 2017, at which a quorum was at all times present and voting, the following votes were adopted:

VOTED: To approve the sale of the property located at 156 Springfield Street, Chicopee, Massachusetts, known as Grace Church, for a gross sales price of not less than \$180,000;

To authorize the President, the Treasurer or the Assistant Treasurer, or any one of them acting alone, to execute such deeds, agreements, assignments and other documents which, in their sole judgment, are necessary or appropriate to carry out these votes.

I further certify that the duly elected President, Treasurer and Assistant Treasurer of the Corporation are, respectively, the Rt. Rev. Douglas J. Fisher, Wayne Gass, and Steven P. Abdow; and

I further certify that as of the date hereof, said votes are unchanged and remain in full force and effect.

Executed as a sealed instrument under the penalties of perjury, this _____ day of _____, 2017.

Signature_____

Print Name:

Office:

Episcopal Missions of Western Massachusetts

COMMONWEALTH OF MASSACHUSETTS

Hampden, ss. _____, 2017

On this ____ day of _____, 2017, before me, the undersigned Notary Public, personally appeared _____, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

_____, Notary Public

My commission expires:

**EPISCOPAL MISSIONS OF WESTERN MASSACHUSETTS
BOARD OF DIRECTORS
CERTIFICATE OF VOTE**

The undersigned duly elected Officer of Episcopal Missions of Western Massachusetts (the "Corporation") does hereby certify that at a duly called meeting of the Board of Directors of the Corporation held on _____, 2017, at which a quorum was at all times present and voting, the following votes were adopted:

VOTED: To approve the gift of the property located at 13 Monterey Road, Otis, Massachusetts, known as St. Paul's Chapel, for a zero consideration, and;

To approve the gift of the property located at the corner of Monterey Road and West Center Road, identified as Parcel 10B-6, and;

To authorize the President, the Treasurer or the Assistant Treasurer, or any one of them acting alone, to execute such deeds, agreements, assignments and other documents which, in their sole judgment, are necessary or appropriate to carry out these votes.

I further certify that the duly elected President, Treasurer and Assistant Treasurer of the Corporation are, respectively, the Rt. Rev. Douglas J. Fisher, Wayne Gass, and Steven P. Abdow; and

I further certify that as of the date hereof, said votes are unchanged and remain in full force and effect.

Executed as a sealed instrument under the penalties of perjury, this _____ day of _____, 2017.

Signature_____

Print Name:

Office:

Episcopal Missions of Western Massachusetts

COMMONWEALTH OF MASSACHUSETTS

Hampden, ss. _____, 2017

On this ____ day of _____, 2017, before me, the undersigned Notary Public, personally appeared _____, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he/she signed it voluntarily for its stated purpose.

, Notary Public
My commission expires:

The Rev. Joseph Farnes
August 29, 2017
Report for Diocesan Council
Fanning the Flames

In Pittsfield, we have two particular events to share with Diocesan Council: one, that St Stephen's was part of the first (hopefully annual!) LGBT Pride event; two, that I was invited to speak at the "Live Out Loud" Conference in North Adams at MCLA to talk about LGBT Spirituality and Pastoral Care.

Berkshire County has never had an LGBT Pride event. It boasts the "Live Out Loud" Conference (more on that later) as well as strong groups for seniors and youth, but it has long been a dream of St Stephen's and others to get a Pride event going. Northampton has an annual parade and festival, but we've long wanted something focused on Berkshire County, and the tragic events of the last year (especially the Orlando nightclub shooting) added special impetus to building community here. I represented St Stephen's during the planning meetings and demonstrated that communities of faith care about building community in Berkshire County. While I was unavailable the day of the LGBT event due to a prior commitment (the perils of missing a meeting when they pick a date!), I am particularly grateful that the Rev. Cricket Cooper of St Stephen's could be present and that the Rev. Sam Smith of St. Paul's was able to give a speech. What a great way to bring the parishes of the Berkshires together!

The other event was my invitation to lead two sessions at the "Live Out Loud" LGBT Conference in North Adams at MCLA. One session was on LGBT Spirituality (one of the fuller sessions) and another on pastoral care of LGBT people. The fact that the session on LGBT spirituality drew a large crowd is a strong indicator that many LGBT people are hungry for spirituality and spiritual questions; given the challenges of the

social and political climate these days, people long for deeper roots to answer questions of meaning, hope, and faith. We would do well to deepen our own roots in Christ, Scripture, and our traditions to meet the needs of the world for more than buzzwords, hashtags, and easy answers. The world longs for spiritual nourishment and disciplines that will help people grow in faith, hope, and love for the long-haul, and the Church has been given those gifts by the Spirit.

While I did not have as many attendees at the LGBT pastoral care workshop, the class consisted mostly of straight allies, which means that congregations are paying attention to the needs of LGBT people. I encouraged them to work past stereotypes of LGBT people and to be aware of their own traditions positives (and negatives) toward LGBT people. The Catholics and Methodists in the class, for example, have official policies and theologies that might be antagonistic toward LGBT people but yet still be very welcoming, safe, encouraging places on a parish level if they work hard for it.

That said, we have a lot of work to do. Many of the Protestant congregations in Pittsfield and beyond are beginning to think more ecumenically. Generally it is due to diminished financial resources and fewer active parishioners, but there is also an awareness that we really do have need of one another. I was delighted today to have lunch with the Methodist and Baptist clergy for mutual prayer and encouragement and to hear them say how glad they are I am here in the Berkshires (they also wished I could be here for longer!). The freedom that “Fanning the Flames” has given me to adapt to the constant changes in Berkshire County has helped me to build connections with other churches and to be a sign of hope and vitality. We have had the breathing room to ask questions of ourselves, of each other, and of the Holy Spirit, looking for not just a way out of our problems but a way deeper into the Gospel and the communion we share in the Spirit.

African Ministry ~ August 2017

It has been seven months since my installation as Diocesan Missioner to the Worcester African Community (WAC). The WAC ministry has been making assiduous efforts to reach out into the heart of the larger African community to spread words of awareness to Africans who are Anglicans but do to know that the Episcopal Church is part of the Anglican Communion.

Thankfully, we are succeeding in getting the word out. New members have begun to emerge and come regularly to church. Our community now consists of not only of Liberians, but Ghanaians, Ugandans, Nigerians and Jamaicans.

In collaboration with the African Diaspora Guild at All Saints Episcopal Church, Worcester, we were successful in having an outdoor multi-cultural festival for the first time at the St. Matthew parish on July 2, 2017. Over 150 people gathered on St. Matthew's front lawn in their native dress to eat food from the various countries, mostly African.

A Board of Advisors for the WAC has been formed to help in enhancing the work of our ministry by planning future programs and giving appropriate guidance and advice to the Missioner as may be necessary. The Advisory will have its inaugural meeting in September.

I accompanied my wife, Dr. Deborah Harmon Hines, when she was invited to be the Commencement Speaker for Cuttington University, the only Episcopal University in Liberia, on August 4, 2017. This gave me the opportunity to see first-hand how hymnal, prayer books, bibles, chalices, processional crosses, linens and vestments donated by the Diocese of Western Massachusetts were being used. On August 6, our entire Liberian family attended the St. Thomas Episcopal Church in New Kru Town, Bushrod Island. During the service, the church, through the priest and vestry, expressed thanks and appreciation to the Diocese of Western Massachusetts for the materials sent to them from the Diocese of Western Massachusetts. Debbie and I were honored by a traditional gowning ceremony for my hard work during my assignment in that church and the gifts from Diocese of Western Massachusetts.

The Rev. Mother Meredyth Ward have been following up with my work. We meet almost weekly to discuss my ministry and brainstorm of ways to reach out. She has been very helpful in giving advice and supervision.

We are confident and very optimistic that the African Community will make significant impact in enriching the membership and liturgy of the church through cultural diversity. Our first year of work has primarily been a period of preparation for a real work to begin.

With my appointment, as co-chaplain to the 2017 Diocesan Convention, we have planned a worship experience that will reflect the diversity of the diocese. This will include music from the Latino culture, prayers in different languages, African drumming and flags of different countries in the procession for the first time to represent the diversity in the Diocese.

I have also been called to supply to churches where I have had the opportunity to tell them about my ministry and work as Diocesan Missioner.

In September, I will be traveling to Alabama to attend the CREDO conference at Beckwith Conference Center in Fairhope Alabama.

Faithfully, John Edgar Freeman +

Report to Board September 2017

There have been a number of changes at Walking Together this summer. First of all, we have been blessed to have Krys DeMello as a paid staff member. She opens each morning, getting coffee and snacks out and doors open by 8:30 each day. She has made it possible for us to be open on Mondays as well. She keeps track of our supplies and her organizational skills keep our supply closet MUCH neater!

We have also been blessed with having the Rev. Deacon Julie Butcher assigned to Walking Together. Julie is joining us one morning a week (usually Fridays), is at Laundry Love each month, and comes with me on Sundays. Her skills as a chaplain and her empathy and willingness to learn are wonderful assets. She has preached once, and while she needs more practice, she has a good message to share. She joins in in the coffee hour/Sunday Forum presentations that are part of our work as well.

We had a student intern for ten weeks this summer. Jacqueline Galvinhill is now a senior at Holy Cross. She is considering ordained ministry in the Episcopal Church. Jackie is a calm presence, and is very willing to take on the tasks we presented. She is very thoughtful, and was eager to make connections between what she saw in Main South and her classroom reflections. She arranged for a group of 16 Holy Cross students and professors to come at the end of August for a tour of the neighborhood and conversation with staff, volunteers and guests at the storefront. They are part of a group doing internships in Worcester. One or more may come to work with us at Walking Together.

Holly and Liz collaborated on an activities afternoon for four weeks. On Wednesdays we opened in the afternoon from 1:30-3:30 for playtime for kids and crafts for moms. We laughed that we doubled in size each week for the first three weeks: one parent and child in week one, two in week two, and three parents and four kids the third week. It is well worth repeating.

We continue to be very busy each morning. While the numbers vary from day to day, we have somewhere on the order of 35 visitors daily. Some come just for coffee, others stay to charge cell phones or talk or rest their feet. We are becoming aware of the cost of some of the things we offer. We've moved from individual creamers to powdered creamer, and have sugar bowls rather than packets. We've also limited snacks to two per person per day. It's easy to have "mission creep" take over—we receive something as a gift and then we start to provide from our funding. We are grateful for all the gifts we receive, but we can't supply everything out of our budget.

We've had a number of visitors from the clergy this summer. LyAnna Johnson is the United Methodist pastor who is starting a Simple Church fellowship in Worcester. She spent a chaotic morning with us at the storefront, and was completely unfazed. She is willing to help us plug holes in coverage, since she worked in a similar ministry in Houston a couple of years ago. The morning she joined us we called the WPD several

times because a severely mentally ill man was causing problems. I have since filed a no trespass order.

We have also had visits from Marty Kelly and Sam Moffat, chaplains at Holy Cross. They are interested in making connections between their students and our work, especially with Laundry Love. Marty is the staff liaison with the Pax Christi chapter on campus, and they will be joining us at least once a quarter.

Walking Together was represented at the Opioid Vigil at Worcester City Hall last week. We brought our banner and a number of vigil lights, and I gave the benediction at the end of the event. Some of our group were interviewed by the Telegram and Gazette, and we were featured prominently in their article the next morning.

Over the course of the summer I preached in several different parishes. Many of them gave gifts to the ministry, either cash or in supplies. While September is quiet, I am booked every weekend in October and November. December is pretty open right now, but I have an engagement to speak in January to the regional assembly of the women's group that meets at the Masonic Home. (I keep forgetting their name...). They are eager to hear more about Laundry Love and Walking Together.

Our ESL classes will begin on September 13th. We will meet each Wednesday evening from 6-8. Julie will be opening some of the nights, and I will cover others. Dianne Wilson, who is a regular volunteer at both Walking Together and Laundry Love, hopes to be able to join us in January. She has some surgery scheduled for her foot at the end of the month, and will need to be strictly off her feet from 3-4 months.

One of the members of our Tuesday night 12 step meetings has been trained as a facilitator for a support group for single fathers. He will be starting a group at Walking Together on Sunday evenings. I've met with him and his supervisor, and they are eager to begin soon. If they get critical mass signed up, they will begin this month.

After a conversation with ECOW (Episcopal Church of Worcester) Clergy about celebrating patronal feasts, I realized that Walking Together needs a feast day. Since a large portion of our initial funding came from St. John's Church, I'd like to claim St. John's day, December 27th, as "our" feast day. We will be celebrating it with a party for friends, neighbors, benefactors, church folk and whoever else shows up on the afternoon of Saturday, December 30th, tentatively from 3-6 pm. I hope you can join us.

I have registered for a Spanish class at Quinsigamond Community College for the fall semester. It is time to get more fluent. I will also be attending the Episcopal Recovery Ministries meeting in Phoenix which begin on October 5th. Since I will be away for our next board meeting, we should discuss whether to change the date, hold it without me (Steve and/or other volunteers could make a report from their perspective in addition to what I write), or wait until November to meet again.

Meredyth

The Rev. Meredyth Wessman Ward
Urban Missioner