

Semi- Annual Meeting of the Board of
Directors of The Dominican Development Group

Official Minutes as recorded by Beth Drew

Diocese of Nebraska

Clarkson Center , Omaha Nebraska

October 21st, 2014

Meeting Minutes

After a brief prayer the semi-annual meeting of the Dominican Development Board was called to order by President David Morrow.

Quorum was established by Bill Kunkle. A word of thanks was extended to the Bylaws Revision Committee for their much appreciated efforts.

Members present: Bishop Julio Holguin, Bishop William Skilton, Bishop Todd Ousley, The Rev. Milton Amparo, Julius Ariail, Karen Carroll, Deacon Beth Drew, Bill Kunkle, David Morrow, Srta. Virginia Norman, Deacon Bob Snow. Visitors present were Julia Ariail and Ellen Snow.

The February meeting minutes were reviewed with no additions or corrections offered. These were approved by general acclamation and filed for the record.

The date of the next meeting to be held in Santo Domingo, Dominican Republic was set to be held February 17, 2014. The Diocesan Convention dates are February 14-16 to be held at the Cathedral Church of the Epiphany.

Bishop Holguin Report

Bishop Holguin gave his report for the first time in English. A written document was distributed for review highlighting the points he wished to cover about the life and ministry of the Dominican Church. Please refer to attached documents.

His first speaking point was on the overwhelming and continued success of “Encounter with Mission” held in April of this year.

In September 2013 graduation for 6 vocational diaconate students and 9 presbyteral took place in the Cathedral of the Epiphany. A total of 5 new students began their studies in September with one hailing from Central Ecuador.

The new priest, Rev. Raul Guillas, has arrived from Central Ecuador and is working in the Buen Pastor Center in San Pedro de Macoris. He is accompanied by his family.

Dedication of the Temple of the Mission San Pedro Apostol to place June 23 in the community of Los Conucos. Pending dedications are San Bernabe in Pizarrete and San Miguel in Dona Ana. They are working on finishing details.

Other churches and buildings under construction and needing support are:

Espiritu Santo, Las Carreras (\$45,000), Espiritu Consolador in Dajabon (\$20,000 to finish and \$50,000 to cover deficit=\$70,000 total), The Bob Stevens Building, Camp at Jarabacoa, completion and equipping level 2 (\$20,000), The Bishop Skilton Center in Boca Chica, for beds and other furniture (\$100,000), Paul and Luck Morrow Retreat center, Santana Bani finishing and equipping (\$80,000), La Encarnacion in La Romana, a new 2 level building with 8 classrooms and equipment (\$125,000). La Romana has exceeded its capacity and still has great demand within the community. Santa Cruz in Santa Fe, San Simon Apostol in San Marcos, and San Pablo and San Lucas in San Isidro have financial support and sponsorship to see them to completion.

In July 2013 The Commission on Sustainability of Province 9 convened a meeting led by the Very Rev. Stacy Sauls in Santo Domingo. Chief topic was the best use of one million dollars approved in the last General Convention awarded in support of the sustainability of the dioceses that comprise Province 9. A consensus was agreed to carry a proposal to

the Executive Council meeting of TEC in October 2013. Confidentially added was that 2 proposals were entertained. 1. The first one million be awarded to the most advanced diocese--Dominican Republic #1 followed by Honduras #2. This would then end further support to those diocese from 815. 2. A diminishing monetary support level to occur over 2-3 years ending in 2016.

At the current time there was no report on the outcome from the October Executive Council meeting. Bishop Ousley extended an e-mail to Bishop Sauls asking for possible resolutions that occurred as a result of that meeting. *** It is noted here that after the lunch break the answer received from Bishop Sauls was that no discussion took place in reference to the triennial grant and no action shall occur until the next meeting.

Virginia Norman added that the sum would only be approximately \$950,000 as funds have already been deducted in the amount of \$50,000 for meeting costs relating to the proposition.

In September, represented the Dominican Republic, along with Bill Kunkle, representing the DDG, at the Consecration of The Rev. Wayne Hougland, Jr. as the 9th Bishop of the Diocese of Western Michigan.

FOCA Report: Please see attached report.

Bishop Skilton raised the concern about the million dollar commitment and subsequent cessation of support thereafter. Questions whether there is an appropriate level of understanding of the consequences of such action.

Bill Kunkle inquired about the variability of the interest rates recorded on the FOCA report as the current rates are lower than recorded. Two reasons were extended. 1. The new

10% government tax law that was discussed at the February meeting has become a reality. 2. Devaluation of 5% exchange rate of the peso over the past 2 years.

The proposed 7 million dollar goal to self-sufficiency will remain a flexible target in light of 815 cuts and decreasing interest amounts.

Bishop Ousley asked if there are projections beyond the 7 million mark. Bishop Holguin answered that over the next 3 years the fund is projected be at 6.5 million and it is most probable that a realistic figure for self sufficiency would be 8 million as they use 80% of the interest for operating costs yearly and invest 20%. He believes it is possible to achieve that goal in 8-10 years--he added that we are a people of faith and we shall move forward.

Statistics of TEC for the past 10 years shows that Iglepidom's growth in the number of baptisms grew by 23%!

Bishop Holguin offered a "gracias, profesora" to Virginia Norman for her assistance in his report en Ingles.

Presidents Report By David Morrow

David re-emphasized the need for improvement in the Endowment Fund. The group looks to revamp the Endowment Committee and formulate ideas the future. It was noted that this has been a "hold" item until the transition from Bob to Bill had been completed. Committee to be recommended at the February meeting.

David commented on the deficit needs of several of the building projects mentioned in Bishop Holguin's report. He notes that these funds are harder to raise but are an inevitability. Possibly consider on future building projects a contingency for overages.

Karen Carroll added that a lack of feedback for the cost of building has been a problem for some teams. This has been due mainly to priests not communicating budgets adequately and we need a better system in place. David Morrow suggested a central Project Director for consistency in budget appraisals to which Bishop Skilton added possibly a local person in a paid position. It was also suggested that Bill Kunkle review budgets before they are released to teams.

Changes discussed were to error on the high side in budget planning. Implement a user fee to the DDG as soon as 2015 to be added to cost of operation budget or a donation to FOCA. Provide a pre-planning budget with real time costs. Karen Carroll offered that Charlie Nakash, TEC Missionary, has recently provided this service and the process is improving.

Bill Kunkle Report

Transition officially occurred in January with Bob Stevens and Bill Kunkle.

Looking for grants for funding of the DDG and for work in the Dominican Republic.

UTO awarded the largest grant ever, \$162,000 for the building of a vocational school in Santa Fe. This grant was requested by the Dominican Republic and Southwest Florida acted as sponsoring diocese.

March-Apr participated in the Mission Encounter Programs with construction and DDG presentations.

May traveled with Bob Stevens to Bogota Columbia to attend the GEMN Conference and gave presentations there.

Officially moved the DDG office from Dayspring to St. Mark's in Tampa at a reasonable cost. The office dedication took place in April.

Retirement Party for Bob Stevens at Dayspring was a great success.

Procedures will be changing with my tenure as director. Many processes have been and will be streamlined for efficiency. The current financial system will be in use until December 31, 2013. At that time the changeover will occur.

Met with the Bishop VonRosenberg. The DDG has relationships with both South Carolina dioceses, we continue to support their many programs. The DDG encourages the continued mission involvement in the many long standing mission programs from South Carolina.

Activities in June and July included construction team work with Tampa, Michigan and Clearwater Deanery teams, continued grant writing, Santo Tomas in particular, and collaboration with bookkeeper to consolidate accounts currently in system in order to streamline that process.

Budget

Please see attached 2013 Approved/Actual Budget attachment

Currently tracking to be over budget to date by approximately \$4,400.00 dollars. Items such as office space rent, utilities, maintenance, and office setup and relocation are the culprits in this overage.

Pension Funding for Bill was discussed as well as ways to obtain it via church pension fund for lay workers. This possibility is being looked at with the Diocese of Southwest

Florida. Bishop Ousley offered employment through the Diocese of Eastern Michigan. This will be explored as a viable option in the near future.

Most costly office expenses are projected to be that of travel due to the increased need for visibility. The need to promote the DDG as a universal entity rather than just a Florida commodity is a necessity. Cross diocesan mission workers are becoming more prevalent and this in turn will lead to an increase in support and numbers as they return home with renewed spirit and a willingness to continue work within the Dominican Republic.

The exploration of an expression of thanks for all contributions--effort and work of Bob Stevens is also being worked on. Bill is also trying to get some form of recognition from Southwest Florida.

Bishop Holguin announced before the lunch break that The Center for Theological Studies in Santo Domingo has been declared by Province 9, THE formal theological seminary center for training. A true honor indeed!

Visitor Claire Adkins joined the afternoon business sessions after the lunch break.

Discussion on budgetary issues continued during business session III.

The budget has operated in the red for the previous two years and the reserve is down to operating expenses for less than a year. The 2014 draft budget was also presented for comment. Please see attachment.

Bishop Ousley was addressed and a 6% figure of total salary was suggested for addition. This sum would figure out to be \$6480.00. A final draft will be presented for approval at the February meeting.

Two copies of "From a Life of Humble Service to The Woman of the Century--The extraordinary Devotion of Virginia Norman", author Vickie Hall Stevens PhD with Susan Guise, were presented to Bishop Holguin and Virginia Norman.

Bill worked with Bob Stevens and Bishop Holguin to submit a grant application for a new church start in Hato Mayor for matching funds of \$100,000 from the Mission Enterprise Grant. An answer is yet to be received.

Bill is formulating a Grant Calendar will explore additional options for program funding as well as DDG organizational funding.

Also presented was a prototype of the new logo for the DDG. The center will continue to be the Dominican Church's shield but a background will show that we are a separate entity.

Two items were presented for motion and vote.

The construction account for Barahona needs to be closed. There are negative funds in the account and the loss would be absorbed by the operating account. Bishop Todd Ousley moved to close said account with a second given by David Morrow. The motion was unanimously passed.

A resolution to allow ACH and Wire transfers has been required by Fifth Third Bank. The motion was put forth by Bishop Todd Ousley and seconded by Karen Carroll. Again the motion was passed unanimously.

Mission Teams Report by Karen Carroll

Karen submitted a detailed written report and is attached to this document. She is happy to report that the teams continue to be about relationship building and not just money and

numbers of people. A decrease in the number of teams in 2013 was attributed to the increased cost of airfare and economic issues in many of the American churches. Karen continues to receive positive comments on the Encounter in Mission and many will return to complete projects in the coming years. Currently there are already 39 teams signed up for 2014.

Karen made the important point that priests need to ensure participation of the church members with the American teams as this is when she gets feedback that the missions are a success.

Patricia is a new assistant in the mission office to assist Karen with her many tasks and duties. As mentioned before Charlie Nakash aids with construction advice to priests and teams. The addition of a \$100.00 dollar fee per team will be included in budgets to help cover the costs in the mission office.

Included in her written report were charts showing 2013 Activity Report, cancellations list, type, location and date of various teams, a breakdown of teams by Deanery.

A verbal report was given on the 2013 Scholarship Program. \$233,000 dollars were requested with \$164,000 received leaving a deficit of \$69,000 dollars. Several discussion points were brought forward to remedy distribution issues and appropriate forwarding of funds. Specificity needs to be stressed by the donors. The addition of an unspecified check box on a response form to the scholarship brochure, and any earmarked funds for a school or child also needs to be indicated on this form and sent back with the donation. The possible addition of a disclaimer statement was suggested in case a school's scholarship's were already covered.

Bishop Holguin added that there are 5 schools that need assistance with scholarships this year.

Some suggestions to increase donations included a report be published on the proficiency of Episcopal School students vs. public school students. Possibly lay administrators to report these results to Karen Carroll's office. A photograph of the entire school of their choice included with the thank you letter for scholarship support. Success stories about past and present students published on web page. We need to communicate to our donors as to how the program is doing and an orientation to success stories is ideal. Social media suggested to be a source to be drawn from for the DDG webpage.

Website/Social Media Report by Julius Ariail

Julias reports that the website has been moved to a new platform and server with help from Sally Thompson. The website link remains the same. There is now a one page DDG fact sheet posted and downloadable for use. A round of applause and accolades were extended to the Ariail's for their work. Julius is currently working on a bookmark with DDG information for members to take along and leave on visitations.

Diocesan Reports

Nebraska-two trips planned in upcoming year, one adult and one youth. One team just returned.

Southwest Florida: Tampa-(Santa Fe) and Santa Cruz, First floor exterior this year
Clearwater-(Pizarette) Construction of pews and VBS
Venice-(Santo Domingo) Renovation on Seminary Kitchen

Western Michigan: Puerta Plata, San Simon-completed second level. Hopefully completed and dedicated with next year's teams.

Eastern Michigan: Puerta Plata, San Simon and San Isidro

Michigan: Two youth teams completed plaster and roof repairs on Cristo Rey and worked at San Simon.

Bishop Holguin mentioned 4 possible places for church projects with a 5th that has been placed on hold due to flooding of the property.

Items Currently in Process

East Carolina Mission Workshop-DDG to give a one day workshop in November on Construction/VBS and Medical missions. This program is modeled (on a much smaller scale) after the "Mission Encounter"

Clean water and Sanitary Latrine Program-Mosovi is the pilot location. Cistern has been built by Food for the Poor , lines are in but not connected so the infrastructure is already in place. Several individual parishes and Diocesan groups are interested in supporting this project. A new well needs to be dug on church property to feed cistern. This would provide non-potable water to community and previously installed system. Solar powered batteries are being looked at with battery back-up to run facility.

Also looking at Jimani for promotion and training, Boca Chica for a chlorinator, and the Camp at Jarabacoa for a Sanitary Latrine- tankless toilet system with a concrete capped sealed pit. \$7500 initial cost for forms, shipping and pickling.

Two school buses were delivered to the D.R. via the DDG. They currently need license plates and approvals.

Group asked to consider nominations for Endowment Committee in February meeting.

Trip to Cuba Convention in February 20-23 with return home on Feb. 25. Details need to be finalized by Mid December. Bishop Skilton emphasized we will be traveling there to attend Convention. Details and information will be forthcoming.

Possible October mid-year meeting to be held in Western Louisiana.

A heartfelt thanks was extended to the Diocese of Nebraska for hosting the DDG.

With no further discussion or business, Deacon Bob Snow moved to adjourn the meeting with a second per Bishop Julio Holguin. The motion was approved by acclamation and the meeting was adjourned at 1453 hours.

Respectfully submitted,

Beth Drew