

Minutes of the February 12, 2018 Meeting of the Board of Directors of The Dominican Development Group - Approved October 15, 2018

Annual Meeting of the Dominican Development Group Monday, February 12, 2018 Diocese of the Dominican Republic Diocesan Office, Santo Domingo, Dominican Republic

The Board of Directors of the Dominican Development Group met from 9 a.m. until 4:15 p.m. on Monday, February 12, 2018, in the Holly Conference Room of the Diocese of the Dominican Republic in Santo Domingo.

Members present:

Bishops of Companion Dioceses –The Rt. Rev. Moisés Quezada (Dominican Republic, First Vice President), and the Rt. Rev. Wendell Gibbs (Michigan, Second Vice President)

Bishop's Designated Representatives - Julia Ariail (Georgia, Secretary), the Rev. Deacon Beth Drew (Western Michigan, President), Katie Forsyth (Eastern Michigan), the Rev. Jeffrey Nelson (Nebraska), Sally Thompson (Southwest Florida), and David Morrow (Northwest Texas, Treasurer)

At-Large Members - The Rev. Hilario Albert (New York), Julius Ariail (Georgia), Karen Carroll (Dominican Republic), John Gruetzmacher (The Episcopal Church in South Carolina), the Rev. Marshall Huey (South Carolina), the Rev. Ed Miller (Virginia), the Rev. Deacon Alexander Romero (Dominican Republic), the Rev. John Schaefer (Nebraska), the Rt. Rev. William Skilton (Dominican Republic)

Executive Director Bill Kunkle (Southwest Florida).

Guests: Tom McGowan (Nebraska), Charlie Nakash (Missionary in the Dominican Republic), Lydia Pendleton (candidate for Mission Coordinator), and Pedro Oliver Santana (Financial Administrator of the Diocese of the Dominican Republic).

Members absent: The Rt. Rev. Skip Adams (The Episcopal Church in South Carolina) or his representative, the Rev. Rick Lindsey; the Rt. Rev. Jacob Owensby (Western Louisiana) or his representative.

At-Large Members absent: Joy Holl (South Carolina), the Rev. Sandy Key (New York), and the Rev. Rhonda Rubinson (New York).

A meeting packet was placed on the table at each board member's seat. The packet included: the agenda, a 2018 committee list, the President's report, the endowment committee's report, the mission team office report, the board of directors list and a collage photo of the 2017 mission teams. Director Bill Kunkle also distributed separately Bishop Quezada's address in Spanish; the Communications Update; the Communications information sheet, "Where do I find...?"; the *Compañeros Dominicanos*, December 2017, issue 44; the minutes of the November 6, 2017 meeting

of the board of directors; the Executive Director's report; the 2017 YTD budget review; and the 2018 proposed budget.

The Rev. Hilario Albert opened the meeting at 9:00 a.m. with a prayer. President Beth Drew called the meeting to order and invited everyone to introduce themselves and tell to which diocese they belonged. One special guest was the new financial administrator of the Dominican Diocese, Pedro Santana, who expressed great interest in working with the DDG in all of its projects. All the guests present are listed above.

Secretary Julia Ariail declared a quorum with a majority of 18 of the 23 members present. The agenda for the meeting is at **Appendix A**.

Minutes

The minutes of the last meeting were emailed to all the board members in November 2017 and again two weeks in advance of the meeting. Bishop Bill Skilton made a motion to approve the minutes. The motion was seconded by the Rev. Hilario Albert and approved unanimously by vote. The November 2017 approved minutes are at **Appendix B**.

Election of Officers

President Beth Drew announced her resignation as president. She will remain on the board of directors as her bishop's representative. She asked for nominations for president. David Morrow nominated the Rev. Ed Miller and Sally Thompson seconded the motion. As no other nominations were put forward, the nominations were closed. The other officers currently serving agreed to be put forward as nominees for their positions. President Drew asked for other nominations. When none were proposed, Sally Thompson made a motion that was seconded by Katie Forsyth to close the nominations. A unanimous vote of the board elected the slate of officers as follows: the Rev. Ed Miller, president; the Rt. Rev. Moisés Quezada, 1st vice president; the Rt. Rev. Wendell Gibbs, 2nd vice president; Julia Ariail, secretary, and David Morrow, treasurer.

President's Report

Because the President's Report was included in the handouts, President Beth Drew did not read the entire report. She told the story of a five-year-old who received money for Christmas and gave part of the money to her grandmother who had gone on a mission trip to the DR. The five-year-old wanted to help the "water people." The Diocese of Western Michigan had installed a water filtration system as their project last year. Beth sees this as an affirmation of what we do in the DR. She also highlighted the renewed vision and success of the La Paloma Campaign. She announced her resignation as president because of new responsibilities in caring for her aging parents but will remain on the board as her bishop's representative. See **Appendix C** for her full report.

Treasurer's Report

David Morrow referred to the Fund for Self-Sufficiency (FOCA) report that had been given by Deacon Alex Romero the previous evening at the meeting of the board at the restaurant. Romero reported that the Diocese has \$9,681,181 in several long-term bonds and other investment accounts as of December 31, 2017. See **Appendix D**.

Totally separate from the large amount of invested funds for the Diocese, Morrow said, “The DDG is broke, as usual.” Director Bill Kunkle will give the 2017 Budget review and 2018 proposed budget in his later report. “The DDG is difficult to fund, but the DDG keeps mission work going. Bill hopes to show the impact of the DDG on the 20th Anniversary next year.”

Bishop Quezada’s Report

Bishop Quezada read from his printed report in Spanish. Bishop Bill Skilton simultaneously translated his speech into English. See **Appendix E in Spanish and English**.

The following is the verbal interpretation of Bishop Quezada’s remarks by Bishop William Skilton as written down at the time by the DDG secretary:

Quoting 2 Corinthians 9:16, “Be reminded of this: He who plants little, reaps little. He who plants much reaps much.” Bishop Quezada welcomed the DDG to Santo Domingo and the Diocesan office. “Your missionary work and support is a blessing,” he said. He is learning about pastoral and administrative responsibilities in his new position. He named a finance committee to work with FOCA and the diocesan budget. He hired Pedro Santana to replace Digna Valdez as financial administrator. The rest of the Diocesan personnel will continue in their positions.

The financial committee will put together a budget and a strategic plan including for the diocesan office. This will include auditors work, courses for the clergy in financial administration, and care of the FOCA funds. This does not mean that we are in danger of not complying with our responsibilities.

Bishop Quezada met with the other Province IX Bishops in Honduras with the Treasurer of The Episcopal Church (TEC). As you know, the General Convention outlined the amount of money the Diocese of the DR is to receive from now until 2021 at the last convention. We should receive \$100,000 in 2018 and \$50,000 in 2019 and 2020.

In order to strengthen our mission, we created a committee on Congregational Development. There will be classes in Santiago and Santana Baní to inform lay folk about evangelism and growth of the church.

In terms of goals, I hope four more missions will attain self-sufficiency. Currently, only five churches are self-sufficient. We hope the classes will help these churches to grow. We also want to construct a medical center for specialties in San Pedro de Macorís. The clinic is in financial trouble, bankrupt, in fact. He also wants to construct a building for offices at Epifania. The children’s program has only 26 students and the building is very old. He wants to repair the building at Cristo Rey in Puerto Plata. The school doesn’t help with the church finances. There is land next to the church. Perhaps we can construct a building to be used as a store for tourists or a cafeteria. These would be used as resources for the church.

We need to make our schools attractive and competitive. The Government schools are newer and much better because they pay their teachers more and have better facilities. We need to offer other alternatives. The schools that are not self-sufficient will be turned over to the government. There is an agreement being crafted, but there is one clause that is a problem – that we must turn over all in

10 years. There are two alternatives: we can contract with teachers or rent the buildings to the government.

We have set up a council for conference centers and the camp. We hope to advertise them to be used by people other than Episcopalians; that is for conferences and other projects. The mission groups provide money when they are in country, but it is not enough to support the facilities. We hope to create other projects to generate money like, for instance, a technological university. This is a long-term vision. We have been in the business of education for many years.

As for a list of priorities, we hope to:

1. Build a new church in Jimani for the community of Boca de Cachón
2. Finish the second floor to the school in Jimaní
3. Buy land in Santana Baní
4. Construct more rooms for couples at the Campamento
5. Construct more rooms for couples at the Kellogg Center in San Pedro de Macorís
6. Construct a church in Pizarrete
7. Construct a church in Dajabon

The Diocese will be working with DDG Director Bill Kunkle to communicate the priorities as well as social and evangelical mission.

Bishop Quezada listed the five churches that were self-sufficient as: San Estaban, Todas las Santos, Annunciation, San Andres, and (name not understood). The three sources of funding for the Diocese are 1. FOCA – 59% 2. Funds invested -11% and 3. Missions, and institutions – 20%. The missions and institutions need to increase their contributions to 30%. The DR economy is vulnerable; stable but vulnerable to world markets. Missions are very poor, but need to move on and be responsible. Our schools are in crisis financially and we need other projects to support the schools.

Discussion - Bishop Skilton commented that, “If the schools don’t have money, they can’t improve.” He also congratulated Tom McGowan for trying to raise the quality of the Episcopal schools in the DR.

Sally Thompson asked about remodeling the Cristo Rey Church and Daycare Center in Puerto Plata. The property is being rented. The Council of Churches is using the land, but it is not really generating money for the church. One alternative is to use the big piece of land to build something else to generate money. “We can’t continue to have money draining the Diocesan budget for schools,” said Bishop Quezada.

Sally Thompson asked, “What about San Matías?”

Bishop Quezada replied, “These are tough times. One problem is administrative. The priest is working hard, but this is one of the schools that may convert to a daycare center.” Sally asked if the Tampa team should continue to repair San Matías. Bishop Quezada replied, “Yes. We are evaluating which schools will best be able to continue.”

Julius Ariail thanked Bishop Quezada for continuing the project to build Espiritu Santo at Las Carreras. The Georgia mission team from St. Anne's in Tifton, Georgia is coming in February. Bishop Quezada said he wants to complete the current projects and evaluate the needs for new churches.

John Gruetzmacher asked, "What are your three most important priorities?"

Bishop Quezada replied, "1. Change the vision of the Clinic in San Pedro de Macorís. Initially four foundations supported it, but now only one for the AIDS work. 2. San Lucas – cubicles for business to generate money to pay the vicar's salary 3. Establish a center for Cursillo in Santo Domingo 4. Buying the land in Bonaó for a retreat center to bring in money is a close fourth."

Rev. Hilario Albert asked, "Aren't the people at the clinic employed by mission teams rather than the diocese?"

Bishop Quezada answered, "All the clinic was organized by the doctors who were at the clinic originally. When they left, the directress hired all the workers. The foundations paid the funds. She said all was okay, but as they got in financial trouble, Bishop Holguín helped them

Rev. Albert said, "I like to learn from failure. What did they do wrong?"

Bishop Quezada said, "When the three foundations stopped paying funds to the clinic, the personnel should have been reduced, but they were not."

Sally Thompson said her church is sending \$3,000 a year. Should she still send the money?

Bishop Quezada answered, "Yes, the clinic needs money to continue. In fact, a much larger project is needed so that in the future the clinic will be a strong institution.

Morning Break at 10:10 – 10:30 a.m.

The meeting resumed at 10:35 a.m.

Mission Team Office Report

Karen Carroll, Mission Teams Coordinator, gave the Mission Team report. Thirty-four teams are already scheduled for 2018 as compared with 45 teams in 2017. Several other teams are deciding on dates and projects.

She described several of the teams, and the work they completed. An optical surgical team from Georgia just completed over 50 cataract operations in January. The surgeons followed the optical team from Georgia who saw over 1,000 patients at the clinic in San Pedro de Macorís. The diocese also hosted language students from the Virginia Theological Seminary.

Karen will retire in July. Lydia Pendleton, our guest today, is applying for Karen's job. Karen's written report can be found at **Appendix F**.

Discussion - Rev. John Schaefer asked why the number of mission teams is down. Karen replied that the increased airfare price is a factor. John asked what efforts we make to attract teams. Karen

replied that we offer two exploratory trips, word of mouth and our publications – *Compañeros Dominicanos* and the website.

Beth Drew said that she often speaks to groups around her diocese in Michigan encouraging teams to come to the DR as do Julia and Julius in Georgia. Bill Kunkle and Karen offer workshops in different dioceses.

Julius Ariail described how he sends regular communications by email to the four team leaders of the Georgia mission teams and puts articles and photos in the Diocesan newsletter before and after each team goes to the DR. He and Julia speak to churches and ECW meetings and anyone else who will invite them to speak.

Karen said that all the teams from last year were contacted about coming back.

Bishop Skilton suggested we have a brochure about mission work in the DR at the General Convention. “This is a success story.”

Bill Kunkle said the Global Episcopal Missionary Network (GEMN) has paid for a booth at the convention and he thinks they would be willing to share if we paid ½ the cost – approximately \$2,000 plus the cost of printing the brochures. Skilton suggested a theme – “Expose yourself to world mission/evangelism and be changed.”

Katie Forsyth asked who we need to talk to at TEC to get Lydia Pendleton appointed as a missionary.

Bill Kunkle said that he had recently been to TEC in New York and they prefer a one-year appointment by a YASCer – Young Adult Service Corps and are not doing long term missionaries like Karen and Charlie now.

Bishop Skilton said this practice was shortsighted. The Diocese of the Dominican Republic moved from dependency to self-sufficiency with the help of these missionaries coordinating mission work.

Bill Kunkle said he agreed. YASC requires Lydia to raise \$10,000; go to a retreat; and participate in an orientation training from TEC. The staff at TEC would prefer a Dominican to take the position.

Katie Forsyth said, “We lose all the institutional knowledge if we do it their way.”

The group concurred. Ed Miller asked Lydia to decide if she wants to come to the DR before we put pressure on TEC.

Bill Kunkle said that Patricia Martin, the Dominican mission’s office assistant, will likely go to seminary next year.

Katie said that if we use a YASCer, we lose the health and life insurance, plus she will not have a pension fund.

Karen said that she thinks we need an US citizen in the position of mission team coordinator for the sake of communication.

David Morrow said we need to “Go where the money is and use the dollars in the TEC budget designated for race relations to support this position.”

Bishop Skilton asked if Lydia would qualify as a Society of Anglican Missionaries and Senders (SAMS) missionary like Cathy Donahue and the former missionaries, Bob and Ellen Snow, before they switched to appointments as TEC missionaries.

Communications Report

Julius Ariail presented the communications report with three printed handouts: The Communications Update, the Where Do I Find it flyer, and the Collage of the 2017 Mission Teams.

The Update describes this year’s projects including the new Where do I find it flyer, the 2017 Mission teams collage, posting online photos from every mission team in 2017, publishing 13 issues of *Companion News*, the DDG’s monthly newsletter and four issues of *Compañeros Dominicanos*. Julius also updated the DDG website throughout the year.

Julius posts daily on DDG social media to focus on the work of mission teams in the DR. His flyers are **Appendix G, Appendix H and Appendix I.**

John Gruetzmacher gave out a flyer on Mission Team Feedback describing the work he and the communications committee did to improve ways to gather feedback from individuals who go on mission trips concerning spiritual experiences and other experiences. In order to improve this feedback, they would like to move from paper to computer for surveys. The committee would like the bishop’s approval to work with the mission coordinator to design a system using Wufoo online forms to have the system in place by 2019. John made a motion to buy a subscription to Wufoo at the non-profit rate of \$86 a year. David Morrow seconded the motion. The vote passed unanimously.

Discussion - Tom McGowan said that Wufoo has educational options that will be useful in his work with the schools. Katie Forsyth said that there is great potential for use by the Missions office. Julius Ariail paid tribute to Bishop Skilton as “Translator Extraordinaire” in the bilingual publication of *Compañeros Dominicanos*. Sally Thompson said it is “neat to see Ruthie Sanchez as a translator too.” Beth Drew said that the photo of the group in prayer in the latest issue is “what we are all about.”

Executive Director’s Report

Executive Director Bill Kunkle read the report he submitted
Bill’s complete written report is **Appendix J.**

Discussion - Following the report, Bill added that the Fall meeting of the board will be Monday, October 15, 2018 following the Annual Convention of the Episcopal Diocese of Southwest Florida, that will be celebrating their 50th anniversary. Bill also announced that he will be having two surgeries in the coming year and will need to take appropriate time off for recovery.

The shipping from Miami is now reduced to approximately 40% of the ordinary charge and priced by pallet size and weight. The next container will be leaving Miami on March 1 and will take 8 days to arrive in Santo Domingo.

Hilario Albert told the group that the Bible Mission Society gives 100 Spanish or English Books of Common Prayer and Bibles free with an authorized signature request by a bishop. The group will have to pay for the shipping.

Bill says that the Episcopal Seminary on the grounds of Epifania Cathedral has given him secure storage space to house the incoming solar panels and tools. Bill will send industrial strength shelves on the next shipment to organize the space. He will institute a check-out system for the tools so that everyone knows where the tools are at any time.

Ed Miller asked, "Who comes on the exploratory trips?"

Bill answered that he advertises the trips to people who are new to the board and to people who are thinking of organizing mission teams, but don't know where they want to work. Tom McGowan said, "The trips are exhausting with an aspect of 'If it is Tuesday, this must be Jalonga.'" He thinks the trips need to be deeper, richer experiences. It is a good introduction to the Diocese of the Dominican Republic for new board members. Bill described his meeting with the UTO people in New York recently. They will be sending people for the Spring and Fall exploratory trips this year.

Bill would like to be able to send a box of the Dominican Wave soap to churches in the companion dioceses to sell for \$10 a bar. The church could send \$5 each to the DDG and keep \$5 each for mission work in their church. Julius Ariail asked if we have worked out a distribution system other than missionaries taking it home. Bill replied, "Not yet."

David Morrow said, "If the bakery project is to work, it must have a specialty and not try to make bread for the school, because that is more than they can handle."

Bishop Quezada said that the proposed Spring 2019 GEMN meeting might be combined with an Encounter, a gathering of mission team leaders and missionaries. There is discussion about where to have the events: either in a large hotel in Santo Domingo or in Boca Chica. The 2018 GEMN meeting is at Virginia Theological Seminary in Alexandria, VA from April 11-13.

David Morrow thanked Bill for his work. In addition, Bill's wife and son have worked at conventions for the DDG.

Julius Ariail photographed the group present including guests.

Lunch

Following lunch, the Membership, Budget, Endowment, and Communication committees met for 45 minutes. The groups reassembled for reports from each committee. The 2018 Committee List can be found at **Appendix K**.

Executive Session

Newly elected President Ed Miller asked Bill Kunkle and the guests to be excused for an executive session of the board. John Schaefer asked the board to look at the 2018 proposed budget. The budget committee wants to recommend a 3% raise for Bill Kunkle amounting to \$2,200 that would raise his salary from \$74,615 to \$76,815 per year. The raise would actually be \$2,500 considering pension and taxes. John Schaefer made the motion to raise Kunkle's salary to this amount, and Bill Skilton seconded the motion. The vote passed unanimously.

Bishop Gibbs expressed concern that the board had not been given a copy of the previous audits. He wants to avoid the chaos that happened with donated funds in Haiti and provide transparency. David Morrow assured him that an annual audit review was being done every year and they have the IRS 990 forms. David has checked them and will make sure the board receives a copy.

Annual Meeting Resumes

When Bill Kunkle and the guests returned, Ed Miller told the group of the vote to raise Kunkle's salary and instructed Bill to email the 2016 review, the latest one currently available, to the board members by the end of February 2018. Bill said the CFO of the Diocese of SW Florida reviews the finances annually. Asked about the check writing process, Bill Kunkle said that checks for less than \$1,000 require 1 signature and the checks for more than \$1,000 require 2 signatures, a policy set up by President Beth Drew.

Committee Reports

Budget Committee

Bishop Bill Skilton, Treasurer David Morrow, the Rev. Hilario Albert, the Rev. John Schaefer, the Rev. Ed Miller and Dcn. Alex Romero met for this committee.

John Schaefer reported for the group. Concerning the DDG 2018 Proposed Budget, Bishop Gibbs made a motion seconded by Katie Forsyth to approve the amended budget reflecting Bill Kunkle's raise. The motion passed unanimously. See the 2017 YTD Budget Review at **Appendix L** and the 2018 Proposed Budget at **Appendix M**.

Membership Committee

Karen Carroll, Julia Ariail and Beth Drew met as members of the Membership Committee. Beth Drew gave the report. She reminded the board that according to our by-laws all recommendations for Bishops' representatives are accepted immediately. At-large members are voted on at the Annual Meeting in February with prior recommendations. Through communication with Bill Kunkle, Bishop Dabney Smith of the Diocese of Southwest Florida asked that his representative be changed to Bishop Michael Garrison replacing Sally Thompson; Bishop Scott Barker of Nebraska asked that his new representative be the Rev. Jeffrey Nelson replacing the Rev. Tar Drazdowski; Bishop Skip Adams of the Episcopal Church of South Carolina asked that his new representative be

the Rev. Jason Roberson replacing the Rev. Richard Lindsey. A representative for the Diocese of Western Louisiana is awaiting a request after the resignation of Richard Campbell.

Tom McGowan had been proposed as an at-large member at the November meeting. Julia Ariail made a motion to accept the recommendation and Bill Skilton seconded the motion. The vote was unanimous.

Secretary Julia Ariail will write to the Rev. Rhonda Rubinson to inquire if she wishes to remain on the board, as she has missed three consecutive meetings.

Ed Miller expressed concern that neither Bishop Dabney Smith nor Director Bill Kunkle had given prior notice of the representative change to long-time board member Sally Thompson that she was to be replaced. He suggested Bill ask Bishop Smith to recommend her as an at-large member. The board currently has 23 members. The by-laws state that we can have 27 but must have prior notice of recommendation before the annual meeting to elect new at-large members. Beth Drew suggested that Bishop Quezada propose more Dominicans to join the board. He agreed to send a list before the next meeting.

In accordance with the bylaws, the committee listed the terms of office for the at-large board members as following:

2019 – (Expires 12/31/2019) Karen Carroll, Joy Holl, the Rev. Sandy Key, and the Rt. Rev. Bill Skilton

2020 – (Expires 12/31/2020) the Rev. Deacon Alex Romero, John Gruetzmacher, Julius Ariail, and the Rev. Ed Miller

2021 – (Expires 12/31/2021) the Rev. Marshall Huey, the Rev. Albert Hilario, and the Rev. Rhonda Rubinson

2022 - (Expires 12/31/2022) the Rev. John Schaefer, and Tom McGowan

“At each annual meeting of the board, one-quarter of the directors shall be elected to replace those directors whose terms are expiring. At-large directors may succeed themselves for one additional term. An at-large director, after rotating off the Board, may be re-elected to the board after one year.”

Bylaws of the DDG Corporation

<http://dominicandevopmentgroup.org/about/bylaws/>

Beth Drew recommended that we re-activate the Bylaws Committee to make recommendations for changes. Julia Ariail, Katie Forsyth, and Beth Drew agreed to serve on the committee and make recommendations at the Fall meeting. Beth and Katie also suggested that we might consider video conferencing for our meetings with a Zoom account.

A list of the 2018 Board of Directors is **Appendix N**.

Endowment Committee

Ed Miller reminded the group that the FOCA report was delivered Sunday night. The balance in US dollars invested for the Diocese of the Dominican Republic in the Dominican Republic Banco Popular is \$9,681,181. See **Appendix D**. The Endowment Committee report is **Appendix O**.

Ed suggested we might consider an annual campaign perhaps for five days conducted in the Fall to increase funding to the Diocese of the Dominican Republic. He said that the La Paloma campaign should be ended because it focused on Bishop Holguín. The new campaign would focus on the new vision of Bishop Quezada.

Julius Ariail asked if the La Paloma campaign video should be archived on the website. Ed Miller said, "Yes."

Bill Kunkle said that David Morrow has suggested small group engagement for the large donors and alumni of the Dominican Episcopal schools who are success stories.

Communications Committee

Julius Ariail, Katie Forsyth, Bill Skilton, John Gruetzmacher, and Sally Thompson met on this committee. Katie Forsyth reported for the group and submitted this written report that is also included as **Appendix P**:

Discussion of the coordination of monthly and quarterly publications

- To collect information for regular communications, all board members will begin to receive regular invitation emails ahead of every new release to contribute.
- Invitation to submit stories for consideration - with some guidelines for submission.

Everything sent out from DDG communications goes through review by the communications committee and through Spanish translation, for *Compañeros*.

We now have 52 followers on Instagram. A 52-person increase in one month.

We must be thinking of mentorship and raising up of folks to take on leadership of communications ministry over time. Pieces could be divvied up - website, publications, photography, Facebook, etc. We can also have multiple users per platform. "I am quite happy to put out the word that I'm not immortal" says our fearless leader, Julius.

We feel that the diocesan website ought to be controlled by the diocese rather than the DDG.

- Language differences, extra burden to get translated from English to Spanish.
- Need to identify an appropriate person within the diocese with the skills to maintain a good quality website.

We are eternally grateful and very conscious of Julius and Julia's workload and time spent on DDG projects.

Education Committee

Tom McGowan and Jeffrey Nelson met for this committee. Tom McGowan submitted this written report that can be viewed at **Appendix Q**:

Using notes for a presentation, Tom McGowan said, "My role continues to be defined in terms of what being "Asesor a La Junta de Educacion" involves and Bishop Quezada's identifying education as a major focus of his episcopate. I anticipate 4-5 visits each year (approx. 2-3 weeks per visit), while continuing to work with the Junta de Educacion and the Bishop by email; I maintain a blog to publicize our work here.

As Bishop has noted in his report -- the Episcopal schools are facing a "challenge" from the government's emphasis on spending for education. It is a challenge in the sense that we need to offer a high quality education to raise enrollments and enable schools not only to operate but also to offer a distinctive and attractive educational opportunity for children. Our improvement efforts might include: bilingual programs, an emphasis on values/civic education, technology, specialty programs (e.g., graphic arts) and instructional best practice in classrooms. Equally important is the raising of scholarships and the revision of ways in which these moneys are distributed.

Currently, an executive committee from the Junta de Educacion is visiting schools to assess their effectiveness and gather information about needs. Roughly 12-13 have been schools visited to date; using an instrument based on MINERD requirements, we have identified schools that look strong and schools have some needs to address.

Sense of school improvement activities are emerging, including: Improving teacher salaries, PR here in the DR, laboratories (e.g., technology, science), bilingual education, teacher professional development, centralization of school leadership in a Diocesan office of education. The possibility of establishing a Dominican Episcopal university has been raised and is in very early stages of conversation.

The Junta is preparing a 5-year strategic plan for presentation to the Bishop. Major work on the document will happen at the next meeting of the Junta de Educacion.

Major priority in our improvement efforts -- teacher professional development. Toward that end we offered a second, more extensive workshop series in December. The team included Dominican educators and presented to the Diocesan educational leadership, then to classroom educators at 4 regional locations. 240 teachers attended. Evaluations reported tremendous satisfaction on part of teachers.

Plans for another workshop series in May/June with dates TBD. Our team would add 2 missionary members and at least 3 Dominican educators. Themes have been identified by teachers at previous sessions.

I very much appreciate the DDG's increasing interest and support for education in the Diocese of the DR. One of my needs -- ongoing, longer term support for workshop mission teams; hope to have DDG support in these efforts, including obtaining grant support," concluded Mr. McGowan.

Discussion - John Schaefer asked if Tom thought education mission team involving teachers on leave would be a good idea. Tom replied that the idea has a lot of merit with perhaps vacation English schools for teachers.

Marshall Huey asked if English will be required as part of the curriculum in the Episcopal schools as they gradually increase to the extended day until 3 p.m. time as well as offering school lunch. Tom replied that all these ideas are under consideration as the ideal. Having a bus and food for the children have positive impacts on the parents' decision to send their children to an Episcopal school where they are required to pay as opposed to the free public school. After school programs teaching English are now offered at the Todas los Santos school where they are hiring English teachers. Tom thinks the best way to compete with the public schools is to offer extra things they can't get at the public schools.

"Unfortunately, the Episcopal schools have lower salaries for the teachers and so are losing the high-quality instructors to the public schools," said Tom.

Marshall Huey suggested repurposing the buildings at the schools that will be closing as housing for students who want to go to a university.

Bishop Quezada said that some groups give university scholarships to people who don't belong to the Episcopal Church. The priests have asked him to suggest that Episcopal students be given first priority. He is trying to understand the process and what the basis of the awards should be: good grades and members of the church.

Old Business

Beth Drew asked if there was any old business that needed attention. None was reported.

Date and Location of Next Meeting

The next meeting of the Board is October 15, 2018, in Tampa, Florida, at St. Marks Episcopal Church following the convention of the Diocese of Southwest Florida in Punta Gorda, Florida, from October 11-13, 2018. This year is the 20th anniversary of the DDG in October. It is also the 50th Anniversary of the Diocese of Southwest Florida. Bill Kunkle thinks we need to invite all former board members. He asked for help to organize a celebration of the 20th Anniversary and perhaps fundraise at the same time. Bill Skilton reminded him that at the 10th Anniversary there were only 90 people. Secretary Julia Ariail and webmaster Julius Ariail will help with advertising the event and communicating invitations.

The Annual meeting of the board will be February 11, 2019, in Santo Domingo following the Convention of the Diocese of the Dominican Republic.

Bill Kunkle showed the group 2 shirts that the board members can purchase with the DDG logo for \$26. He passed around a signup sheet for orders with sizes.

Bill Skilton thanked the Diocese for the dinner at the Cantábrico restaurant on Sunday evening before the annual meeting. He is concerned about having the FOCA report delivered in a busy restaurant where others can overhear our business and the members of the board have difficulty hearing the Spanish and translated English. He made a motion, seconded by Bishop Gibbs, to have the FOCA report included in the regular board meeting. The motion passed unanimously.

Bishop Skilton also made a motion to have members of the board pay for any alcohol at further dinners of the board. Hilario Albert seconded the motion, and it passed unanimously.

Bishop Skilton asked for the business reports prior to the meeting so that he can be prepared to translate them. Simultaneous translation is very difficult.

Beth Drew offered the closing prayer and adjourned the meeting at 4:15 p.m.

Respectfully Submitted,
Julia Ariail, Secretary, Dominican Development Group
February 22, 2018