



THE DOMINICAN DEVELOPMENT GROUP

COMPANIONS IN MISSION

**2019 Mid-Year Meeting of the Board of Directors
Zoom Meeting Electronic Platform
Monday, September 23, 2019**

Invitation to a scheduled Zoom meeting.

Topic: 2019 Mid-Year Board Meeting

Time: Sep 23, 2019 10:00 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/3901534577>

One tap mobile

+16468769923,,3901534577# US (New York)

+16699006833,,3901534577# US (San Jose)

Dial by your location

+1 646 876 9923 US (New York)

+1 669 900 6833 US (San Jose)

Meeting ID: 390 153 4577

Mid-Year Meeting of the Board of Directors
Zoom Meeting
Monday, September 23, 2019
10:00am-12:45

Agenda

- 10:00** **Opening Prayer-** [Rev. Dcn. Beth Drew](#)
- 10:05** **Business Meeting I**
Call to Order
Confirmation of Quorum- [Rev. Jason Roberson](#)
- 10:10** **Introduction & presentation of guests, and new board members**
- 10:15** **Minutes from February 2019 Annual- meeting**
- 10:20** **Reports:** **President’s Report-** [Rev. Ed Miller](#)
Present Official Resolution for Mr. David Morrow and Dr. Bob Stevens
- 10:30** **Bishops Report-** [Rt. Rev. Moises Quesada Mota](#)
- 10:40** **Structural decomposition of DDG-** [Mr. John Gruetzmacher](#)
- 10:55** **Mission Team Office Report-** [Miquea Saintivil](#)
- 11:05** **Break**
- 11:10** **Business Meeting II**
Reports:
- 11:30** **DDG Communications Report-** [Julius & Julia Ariail](#)
- 11:40** **FOCA Report-** [Rev. Dcn. Alex Romero](#)
- 11:50** **Executive Director’s Report-** [Bill Kunkle](#)
- 12:00** **Treasurer’s Report-** [Bill Kunkle & Ed Miller](#)
- 12:10** **Membership Committee-** [Karen Carroll](#)
Proposed new members –
Recognition of Board Members who’s terms end in 2019
- 12:20** **Educational Excellence Committee-** [Mr. Tom McGowan](#)
- 12:30** **Discussion of 2020 Slate of officers-** [Rev. Ed Miller](#)
- 12:40** **Setting of date & time for 2020 Annual Meeting-** [Rt. Rev. Moises Quesada Mota](#)
- 12:45pm** **Closing prayer-** [Rt. Rev. William Skilton](#)



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2019 Mid-year Meeting Quorum checklist and Official Attendance record.

Bishops/Designated Rep:

- | | |
|--|--------------------|
| 1__ Bishop Moises Quezada Mota | Dominican Republic |
| 2__ Bishop Dabney Smith/ Bishop Michael Garrison | SW Florida |
| 3__ Bishop Scott Mayer/ Ricardo Lopez | Northwest Texas |
| 4__ Bishop Scott Benhase/ Julia Arial | Georgia |
| 5__ Bishop Skip Adams/ Fr. Jason Roberson | South Carolina |
| 6__ Bishop Scott Barker/ TBD | Nebraska |
| 7__ Bishop Jake Owensby/ Fr. Seth Donald | Western Louisiana |
| 8__ Bishop Wayne Houglan /Beth Drew | Western Michigan |
| 9__ Bishop Catherine Waynick / Katie Forsyth | Eastern Michigan |
| 10__ Bishop Gibbs/ Eric Travis | Michigan |

At large Members

- | | |
|--------------------------|--------------------|
| 12__ Bishop Bill Skilton | Dominican Republic |
| 13__ Karen Carroll | Dominican Republic |
| 14__ Tom McGowan | Dominican Republic |
| 15__ Alex Romero | Dominican Republic |
| 16__ Rev. Ed Miller | Virginia |
| 17__ Julius Arial | Georgia |
| 18__ Joy Holl | South Carolina |
| 19__ Rev. Sandy Key | New York |
| 20__ Rev. John Schaffer | Nebraska |
| 21__ Rev Hilario Albert | New York |
| 22__ John Gruetzmacher | South Carolina |
| 23__ Marshall Huey | South Carolina |

Executive Director

__ Bill Kunkle DDG/SWFL

Visitors _____



THE DOMINICAN DEVELOPMENT GROUP

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2019 Committee List

Endowment Committee

Rev. Ed Miller - Chair

Rt. Rev Bill Skilton

Rev. Deacon Alex Romero

Rt. Rev Scott Mayer/ _____

Rt. Rev Gibbs/ Eric Travis

Virginia

Dominican Republic

Dominican Republic

Northwest Texas

Michigan

Communications Committee

Mr. Julius Arial - Chair

Rt. Rev Catherine Waynick/ Katie Forsyth

John Gruetzmacher

Rt. Rev Dabney Smith/ Rt. Rev Michael Garrison

Rt. Rev Scott Benhase/ Julia Arial

Georgia

Eastern Michigan

South Carolina

SW Florida

Georgia

Membership Committee

Rt. Rev Moises Quezada Mota - Chair

Ms. Karen Carroll

Rt. Rev Dabney Smith/ Rt. Rev Michael Garrison

Rt. Rev Whyne Houglan/ Rev. Deacon Beth Drew

Rt. Rev Scott Benhase/ Julia Arial

Dominican Republic

Dominican Republic

SW Florida

Western Michigan

Georgia

Educational Excellence Committee

Mr. Thomas McGowan - Chair

Ms. Karen Carroll

Mrs. Joy Holl

Nebraska

Dominican Republic

South Carolina

Budget and Finance Committee

Rt. Rev Scott Mayer/ _____ - Chair

Rev. Sandy Key

Rev Hilario Albert

Rev. Marshall Huey

Rev. John Shaffer

Rt. Rev Bill Skilton

Northwest Texas

Connecticut

New York

South Carolina

Nebraska

Dominican Republic

Awaiting committee decisions:

Rt. Rev Skip Adams/ Jason Roberson

Rt. Rev Scott Barker/ TBD

Rt. Rev Jake Owensby/ Fr. Seth Donald

South Carolina

Nebraska

Western Louisiana

Executive Director Report

September 23, 2019

2019 was a successful year for the Dominican Development Group although a very sad with the passing of David Morrow and Bob Stevens. I am personally still struggling with the loss of two of my closest friends and mentors in this work. The DDG was both founded and formed with the insight and guidance of these great men. There are simply no words we convey my sadness, however the work they were so passionate about will continue and this is their legacy. I am both honored and inspired to continue this important, lifesaving, and life changing work in their name.

We continue to facilitate the mission and purpose of our organization by supporting the many ministries of the Dominican Episcopal Church. I continue working with Bishop Moises and his priorities and goals for the church. Aside from the endowment and locally generated resources, Missionaries and Mission teams continue to be the primary source of the program and infrastructure support for many of the initiatives underway across the Diocese. The DDG assisted every mission team in some capacity in 2019.

IED leadership transition over the past few years and in 2018 we saw Karen Carroll permanently retire from her work as a missionary in the DR. Bishop Moises hired Miquea Saintivil to work in the mission team office and help with the field operations for programs and projects. Patricia Martin was relieved of her duties in the mission team office recently and Bishop Moises plans to hire another person to help in the mission team office. This is of vital importance as the work of the mission team office is directly related to our organizations work in the Dominican Republic. In 2019 we experienced some challenges and shortfalls in the budgeting, timing, communications, and logistics with some of our teams, I hope these changes in staffing will help alleviate some of these issues. There has been a significant increase in my time requirements to help with the logistics of the teams: which keeps me from other DDG duties

Executive Director Travel and workload, for 2019 I have been out of the office for 53 days of interstate or international travel, for DDG business. I have 25 more days of DDG travel planned for 2019. Other days out of the office include 11 holidays and 23 personal days however I worked 21 weekend days which should have been exchanged for days off so that really means I took 2 personal days off. in 2019. There is no one who does the work while I am traveling, I have utilized technology to be able to travel with my work and so even when taking personal days, I typically spend several hours per day to working. Travel is a requirement to continue the development and expansion of projects and programs. I have reduced my work on mission teams to maximize my time in the Dominican Republic by visiting sites of programs and projects for development, meetings and evaluations. Many of my duties must be completed in the evenings or on the weekends and amount to 15-20 hours per week, beyond a normal 40 hours that is

customary. This also results in some of my work not being completed as timely or as thoroughly as I would like.

Other Support: In 2019 we shipped several (3) containers of donations to the DR including Medical equipment, tools, clothing, and other goods. The latest container was shipped in January 2019 contained surgical equipment, eyeglasses, surgery packs for eye surgery. We receive donations that minimize the cost of shipping. I am very happy to report that we received an introduction to another Non-Profit in the Baltimore/ DC area which is affiliated with MLB and the Orioles organization and they are donating an entire shipping container of youth baseball equipment which will be distributed by the IED in communities across the DR. The hope is to have some of the MLB players who are from the DR help distribute this equipment. We have looked forward into MLB for many years and this may be a way of engaging them and possible future support of programming.

Financially: In 2019(through 9-120-2019) the DDG received and transferred some \$543,185.26 in designated support of the development and self-sustainability of the Dominican Episcopal Church. In total this represents thousands of individual donations in support of the programs of the DDG and IED. It is important to note significant portions of the funds transferred to the IED are designated for mission team support.

Budget Summary: The 2019 approved budget was 176,620.00 to date we have received 68,412.98. The 2019 actual expenditures to date total 97,592.87. There are many of the supporting dioceses which make their contributions in the last quarter of the year. In everything we do I work to keep expenses to a minimum. It is very important to mention that the Diocese of the Dominican Republic provides me with the use of an apartment at the seminary which not only saves significant money but also allows me to keep clothing and personal items in country which allow me to utilize my luggage for donations and equipment. I am also authorized to use the diocesan van and Nissan Xterra while in country (when they are available) which is also a significant savings to our organization.

We continue to be very efficient as an organization and make every effort to balance program development and keep operating costs down. It is very difficult to facilitate programming which requires fundraising and then ask the groups to support the DDG as well. The system we have in place works well if we can meet the DDG financial needs. I ask the board to help in this area. I do solicit DDG support when possible and can shift more of my time to fundraising for our organization, however this would limit my time with my many other duties. There is little doubt of the DDG success, we are viewed by many in the wider church as the model to be used by developing dioceses.

At the direction of the Board we are initiating a full professional audit after many conversations and interviews I have been found an excellent local accounting service B2B Sernago and I have been sending him the financial information to begin this process. I would expect to have the audit completed by the end of the year and will distribute to the board for review prior to the Annual Meeting. For the past 6 years we have used Tina Pajerski accounting and bookkeeping service to review monthly, quarterly and annual for the ACS accounting

system. It is my hope to develop the system where Tina and B2B will work directly together to do the annual reviews and 5-year audit in the future.

I am hopeful that we will still be able to hire an office assistant, but we are very limited on resources and am not sure if the board will need to revisit the decision to hire an assistant and the timing for that to happen.

2019 Programs and projects-

Pilgrimage teams (Exploration teams)- These trips have been very popular and serve our mission. The 2019 Spring Pilgrimage coincided with the 2019 GEMN Conference and will traveled east-west path. The specific locations visited vary based on diocesan priorities provided by Bishop. The 2019 Fall Pilgrimage dates are November 14-20 We have several board members signed up for this trip. We still have 3 spaces available. More than 10% of our 2019 mission teams first participated on an exploration team.

GEMN-I have been the SW Florida representative to the **Global Episcopal Mission Network** for 9 years. I was re-elected to the board at the annual conference in Alabama in May of 2017. My trips to the annual conferences have been mostly funded by the Diocese of SW Florida. Expenses exceeding what is covered by the Diocese of Southwest Florida are covered by the DDG. GEMN is an excellent organization and there are real benefits to being on their board. GEMN had its 2019 annual mission conference to Boca Chica April 3-5, which included a mission formation program on April 2nd. This conference included the Stephanie Spellers and Bishop Griselda from Cuba and our Bishop's Skilton and Moises Quezada. I lead a workshop on The DDG model of Healthy missional relationships and best practices for mission team organization. Many of the leaders of the various ministries of the Episcopal Church attended this conference and saw firsthand what mission is like in the DR.

I continue to be very thankful to the entire board for your support and for the opportunity to participate in this ministry.

Respectfully submitted,

Bill Kunkle

JANUARY							FEBRUARY						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
31	1	2	3	4	5	6	28	29	30	31	1	2	3
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31	1	2	3	25	26	27	28	1	2	3
4	5	6	7	8	9	10	4	5	6	7	8	9	10
MARCH							APRIL						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
25	26	27	28	1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30	1	2	3	4	5
1	2	3	4	5	6	7	6	7	8	9	10	11	12
MAY							JUNE						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
29	30	1	2	3	4	5	27	28	29	30	31	1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31	1	2	24	25	26	27	28	29	30
3	4	5	6	7	8	9	1	2	3	4	5	6	7
JULY							AUGUST						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
1	2	3	4	5	6	7	29	30	31	1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31	1	2	3	4	26	27	28	29	30	31	1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
SEPTEMBER							OCTOBER						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
26	27	28	29	30	31	1	30	1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31	1	2	3
30	1	2	3	4	5	6	4	5	6	7	8	9	10
NOVEMBER							DECEMBER						
Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su
28	29	30	31	1	2	3	25	26	27	28	29	30	1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30	1	23	24	25	26	27	28	29
2	3	4	5	6	7	8	30	31	1	2	3	4	5