Attendance: 26

**Bethlehem**

Timothy Alleman

Cathy Bailey

**Central PA**

Audrey Scanlan

Veronica Chappell

Edward Christopher

**Delaware**

Kevin Brown

Patricia Downing

Judith Gregory

John Michael Sophos

Steven Jones

**Easton**

Nathaniel Pierce

Mary Friel

Eddie Vance

Sandra Bjork

**Maryland**

Pamela Cochran

**Northwestern PA**

Geoffery Wild

**Pennsylvania**

Christopher Hart

**Pittsburgh**

Ketlen Solak

**Southern VA**

Helen Sharpe-Williams

**Virginia**

Sharon Nachman

Ellyn Crawford

**Washington**

Glenna Huber

Mathy Milling Downing

Nathan Brown

**West Virginia**

Joshua Saxe

Philip Steptoe

Welcome: At 9:03 AM, Mathy Milling Downing lead us in Morning Prayer. The Reverend Nathaniel Pierce, President of the Provincial Council, confirmed we have a quorum; the meeting was called to order. At 9:25, the Reverend Patty Downing made a motion to accept the *Acceptance of Norms*, Agenda and Review of the Minutes, Steven Jones seconded, the motion carried.

At 9:35 Joanne Fisher, Co-Coordinator of the *Christian* *Formation & Youth Ministry* updated us via Zoom. She noted that nearly 600 youth participated this past summer in EYE 2023 at the University of Maryland College Park (July 4-8th 2023) to worship and learn about God, and enjoy fellowship. The next one is scheduled for April 25th 2025. *Deep Dive* formation hours will be moving to once a quarter; P3 is helping to sponsor formation leaders to attend the FORMA conference at the regional gathering at Claggett either in-person or virtually. She also announced that two youths (16-18 years of age) per Province may attend the 81st General Convention in Louisville, KY.

 At 9:45 The Reverend Patty Downing, who is the chair of the Budget Committee of Executive Council, noted that the 2023-24 budget was balanced by using 5 million dollars from previous year’s surplus. She noted that the 2025-27 budget assumes a two (2) percent growth in diocesan budgets per year. It also assumes growth in the investment holding of DFMS (10% in 2024 and 7.5% in 2025 and 2025). On the expense side, she noted that a 3 percent COLA was approved for staff, that no new positions would be created during the next triennium and that healthcare costs were assumed to grow by only five (5) percent per year. It was noted that these income and expense growth assumptions generated questions.  Bishop Scanlan noted that giving was down across one-third of her parishes, she also noted this seemed consistent with general trends. There will be a series of Listening Sessions on the Church’s budget via Zoom: 11/9 at 7pm, 12/12 at 7pm, and 12/9 at 2pm. All were encouraged to attend at least one of them for more information. Given the new process to amend the budget, the Executive Council will weigh the feedback from those listening sessions, but are not obligated to use it to make changes. The Rev. Downing noted that the budget is the responsibility of the Executive Council. Questions to the Joint Budget Committee will take place during formal hearings.

At 11:07, the Reverend Nathaniel Pierce, President of the Council, reported on the House of Deputies’ Task Force hearing on proposed changes to the Rules of Order for the 2024 General Convention. He, Messrs. Christopher Hart, Eddie Vance, and Nathan Brown testified during the online hearing on September 8. A major change would require all resolutions to be submitted at least 90 days in advance. This would mean that Province III would be unable to submit any proposed resolutions because our Synod will meet some 50 days before the General Convention. Another proposed major change would eliminate all legislative hearings after the Convention actually begins.

At 11:20 Mr. Steven Jones, Secretary of Executive Committee and Coordinator for Environmental Stewardship, noted how we choose to eat can strengthen creation care and that food production accounts for over one-quarter of all greenhouse emissions. How we choose to source food as a church matters, given the potential impact it can have on local farming families and our Chesapeake Bay ecosystem. The Reverend Joshua Saxe noted that Grow Ohio Valley, in Wheeling WV, is engaged with the important work of strengthening farms, and communities. Mr. Jones announced that in 2024, Future Harvest, a regional sustainable agriculture non-profit, and he will be working with Claggett Center’s Executive Director Lisa Marie Ryder and Board Chair, the Reverend Dina van Klaveren, to develop a local food procurement model.

 At 11:44 Mr. Christopher Hart referred everyone to the Executive Summary of the Ordinances of Province III, which reflects new dates, but the substantive changes remain the same as what had been approved.

At 11:55 Mathy Milly Downing presented the United Thank Offering update and the Council recessed for lunch.

At 1:03 Canon Judith Gregory, presented the Treasurer’s report which included the 2023 Statement of Financial Position and the Revenue and Expense Statement, both as of 9/30/2023, the 2024 Proposed Budget to be adopted by Provincial Council, and 2025’s Proposed Provincial Apportionments to be recommended to 2024 Synod. Regarding apportionments, she noted that one diocese has not paid on their pledge. In addition, their apportionment was calculated using the previous diocesan report and therefore is the same apportionment for 2023 as 2022. Since preparing the memo dated October 10, 2023, one diocese has paid and the other has promised to pay asap. The total amount of these two dioceses is $20,900 in support. The line labeled Special Programs is support for two ministries: $1,300 for the donation we made to the Documentary on the Philadelphia 11’s ordination to the priesthood and is $3,000 for the cross-diocesan ministries grant requested by EDOW and MD.

The Council passed the following four Resolutions:

 **Resolution #1**

*Resolved*, That the Provincial Council of Province III, meeting in Martinsburg, WV, on Monday, November 6, 2023, receives the Province III financial report for January 1, 2023, through October 30, 2023, as submitted by the Treasurer.

**Canon Gregory made the motion, The Rev. Pierce seconded: motion carries.**

**Resolution #2**

*Resolved*, That the Provincial Council of Province III, meeting in Martinsburg, WV, on Monday, November 6, 2023, approves the recommendation of the Executive Committee and hereby adopts this policy: The annual cost of living adjustment adopted by the Social Security Administration shall be applied each year to the compensation of Province III staff persons.

**Evelyn Crawford made the motion, The Rev. Joshua Saxe seconded: motion carries.**

**Resolution #3**

*Resolved*, That the Provincial Council of Province III, meeting in Martinsburg, WV, on Monday, November 6, 2023, approves the proposed budget 2024 for Province III as recommended by the Executive Committee (to be reviewed by the Province III Synod as per Ordinance VI, Sec. 1).

Explanatory Notes

a) Yes, this budget projects a deficit of some $20,000 if all budgeted funds are spent.

b) The COLA adjustment in this budget for compensated staff in 2024 is 3.2%, the same COLA as adopted by the Social Security Administration for 2024.

**Canon Gregory made the motion, Timothy Alleman seconded motion: carries.**

**Resolution #4**

*Resolved*, That the Provincial Council of Province III, meeting in Martinsburg, WV, on Monday, November 6, 2023, recommends to the Province III Synod, scheduled to meet on May 6, 2024, the figure of 0.35% (0.0035) for calculating the **2025** apportionment from each Diocese to support the **2025** budget of Province III (as per Ordinance VI, Sec. 2). [This percentage has remained the same since 2019.]

**Canon Gregory made the motion, Veronica Chappell seconded: motion carries.**

At 1:18 the Reverend Dr. Ted Christopher presented the Campus Ministry Update, noting that The Episcopal Church Young Adult and Campus Ministries (YACM) has grants available to help parishes and dioceses expand their outreach to young adults. There are four grant programs representing $140,000 for 2024-2025. These grants are largely intended to provide funding for Episcopal ministry seeking a new relationship with young adults on and off college campuses. The upcoming grant application deadline is November 13, 2023. He announced YACM’s collaboration with The Vinery, a new initiative which seeks to be an incubator for congregations ministering with young adults and other members of local universities. EDOW has partnered with The Vinery.

At 1:43 Sharon Nachman presented the Altar Guild update.

At 1:46 Executive Committee reports were presented:

The Reverend Nathaniel Pierce presented the president’s remarks concerning elections for five slots. There is an opening for Treasurer as Canon Gregory’s term ends. President Pierce, the Reverend Glenna Huber and Eddie Vance serve on the Nominations Committee. President Pierce announced that Julia Ayala Harris, President of the House of Deputies, will attend and speak at the Province III Synod on May 5-6, 2024.

The Rt. Reverend Kevin Brown presented the vice-president’s remarks noting that our Province’s bishops will be attending a Lenten Retreat at Dalesford Abbey in February 2024.

The Reverend Patty Downing noted that Matthew Taylor could not attend council due to the cessation of flights out of Israel due to the conflict; she confirmed that he is well. She commented on the Executive Council’s shifting meeting venue from Quito, Equador to Panama then Zoom. She updated us as to mission within and mission without. The position of canon for mission within the church will, because of budget cuts, be eliminated.

She noted that TEC is looking into how it operates and it expenses such as properties like the headquarters at 815 Second Avenue.

Dr. Pamela Cochran presented the Provincial Coordinator Report.

There being no further business the meeting was adjourned with a prayer by the Rev. Nathaniel Pierce at 2:12pm.