

Synod of Province II  
Provincial Council Meeting  
Friday, October 23, 2015  
Minutes

Members present: Rosalie Simmonds Ballentine, Vice President (VI),  
Chuck Perfater, Executive Coordinator (NJ)  
Jerry Carroll, Treasurer (ALB)  
Noreen Duncan, Executive Council Lay Representative (NJ)  
Jan Paxton, Provincial Communicator (NJ)  
Bert Jones, Lay Representative (EWR)  
Rev. Gloria Payne-Carter, Clergy Representative (WNY)  
Rt. Rev. William Franklin, Episcopal Representative (WNY)

Members absent: Rt. Rev. Larry Provenzano, President (LI)  
Paul Ambose, Esq., Secretary (NJ)  
Dahn Gandell, Executive Council Clergy Representative (ROC)

1. Meeting was called to order at 9:04 am by Rosalie Simmons Ballentine, Vice-President, presiding. An opening prayer was offered by Bishop Franklin. A quorum was present. Following introductions, the Council moved forward with its agenda.

2. Minutes were accepted with thanks. MSC (Paxton/Carroll)

3. Treasurer's Report

a. Budget Report September 30, 2015

- 1) Chuck noted that Newark is only Diocese not pledging and paying their assessment. Chuck handed out the Asking Analysis (and schedule) for 2016-2018.
- 2) Questions on Youth/Campus Ministry deferred to later in meeting.
- 3) Balance Sheet was presented.
- 4) The PLC Funding Worksheet for 2016 was passed out and Chuck explained the process of the Executive Council support and declining support during the 2016-2018 Triennium.
- 5) Noreen asked if all Provincial Coordinators were paid. Chuck reported that all but one Province has a paid coordinator.

Treasurer's Report was accepted. MSC (Payne-Carter/Franklin)

4. Executive Coordinator Position

a. Chuck has wanted to step down for a while now, and has been agreeable to stay on. And, he gave a history of the position over the last 12 years he has been Provincial Coordinator. Provincial Coordinator is a year to year contract that ends/begins with the Fall meeting of the Provincial Council meeting. Chuck is willing to continue and is willing to step down.

b. There is also the need to address the role/expectations of the Provincial Coordinator. The hope is to have a committee come up with a vision for the role of the Province and then the role of the Provincial Coordinator, including a job description.

b. The job description for the Executive Coordinator, Province II was handed out.

## 5. Reports

a. Executive Council. No report.

b. Provincial Leadership Council. Next PLC meeting is in Charleston, SC in December. They will be addressing the role and future of Provinces. He also mentioned that Bishop Jefferts Schori, Bishop Sauls, and Cn Barlowe (General Convention Secretary) have formed a committee to look at the role of a province. Two members of the PLC were asked to serve on this committee. Jerry shared that he has been asked to serve on the General Convention Task Force to Study Provinces, and their first meeting is Nov 18-21 at the Maritime Institute in Lithicum Heights, Maryland.

c. President Report. In his absence, Rosalie asked Bishop Franklin to report on HOB and the Province II Bishop's retreat.

1) HOB. Air of working together despite differences.

2) Province II Bishops' Retreat. Good gathering and time of sharing. Excellent speaker from Mercer School, Long Island.

d. Diocesan Round-up. No reports.

## 6. Programmatic Planning – Province II

a. PLC agenda. In response to a question from Bert, Chuck gave a brief history of provinces dating back to the 1980s including an assessment of their effectiveness. The success for making things happen is Episcopal support and leadership and a good provincial coordinator/director. About three years ago, a committee was formed to look at Province function and Province II Executive Director position. Two products were the Province Coordinator Job Description and Executive Coordinator. Jan and Chuck, because of their longevity in Provincial affairs, responded to questions from the Council members. It was a good oral history discussion.

After a recess for lunch, the Council shifted the agenda and began the afternoon with General Convention Initiatives and Resolutions.

## 7. General Convention Initiatives & Resolutions.

a. Province II representative to the Executive Council of the General Convention Committee on Anti-Racism (A022(4a)). It was moved that Carla Burns be appointed. MSC (Payne-Carter/Duncan).

b. Provincial member of Advisory Council on Stewardship of Creation (A030(1)). We are to provide any potential nominees to Chuck by November 30. The person should be willing to serve and convene a Regional Consultive Group (RCG) on the Stewardship of Creation.

c. The remaining resolutions on the handout from the General Convention Secretary were commended to Council members for their study.

8. How does Province II plan to operate programmatically?

a. Council developed two lists: Role of Province and Areas of Focus which are attached as handouts.

b. Next step was to assign Areas of Focus to a Role of Province bullet. The thought would be that a Provincial Council member would ultimately be the point person on council for that Provincial Role. Jerry will email a copy of these handouts to Council Members present and Chuck will send to those not present.

9. Next meeting date to be determined using electronic conversation.

10. Rosalie called us into executive session to discuss the Provincial Coordinator position. Council came out of executive session and continued.

11. It was moved to retain Chuck for another year as Provincial Coordinator. MSC (Franklin/Duncan)

12. It was moved to set the Provincial Coordinator annual contract at \$32,000. MSC (Franklin/Duncan).

13. Meeting was adjourned at 2:26 pm and closed with a prayer.

Respectfully submitted,

Jerry Carroll  
Acting Secretary

Handouts:

Agenda

Budget Report YTD September 30, 2015

Balance Sheet September 30, 2015

Province II Asking Analysis – Synod 2015

PLC Funding Worksheet for 2016

Province II Executive Director Job Description

Province II Executive Coordinator Desired Skills

Referred Resolutions to Provinces Memo from General Convention Secretary of 10/20/2015