



The 155th Convention Journal

For the Convention held on November 7, 2020

Resumed on December 12, 2020

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Diocesan Staff

As of December 31, 2020

The Rt. Rev. Martyn Minns, Interim Bishop of Pittsburgh
Ms. Bonnie Catalano, Executive Assistant to the Bishop
Ms. Janet Cummings, Finance Assistant
Mrs. Sarah Kwolek, Director of Stewardship & Partnership
The Rev. Cn. Joanne Martin, Canon for Prayer & Worship
Mrs. Kristen Parise, Director of Communications
The Rev. Cn. Tracey Russell, Canon for Discipleship
The Rev. Cn. Karen Stevenson, Canon for Mission
Mr. Nick Storm, Interim Director of Administration

Leadership Bodies

Reflecting elections held on December 12, 2020

Standing Committee

Key: (20##) = Year term ends

The Rev. Dr. David Grissom, President (2021)	Mrs. Monique Magness (2023)
Mr. Doug Wicker, Secretary (2021)	The Rev. Herb Bailey (2024)
The Rev. Elaine Storm (2022)	Mr. Wick Stephens (2024)
Mr. Kirk Botula (2022)	Mr. Andy Fletcher, Chancellor (N/A)
The Rev. Cn. Dr. Andrea Millard (2023)	The Rt. Rev. Martyn Minns, Interim Bishop (N/A)

Board of Trustees¹

Key: (20## - #) = Yr. term ends–No. of Terms

Mr. Thomas Hay (2021-1)	Mr. Jack Walsh (2023-1)
Mr. Derek Herrington, President (2022-2)	Mr. Bill Messmer (2023-1)
Mrs. Winifred Sherman (2022-2)	Mr. Alan Komm (2023-1)
Mrs. Susan Hovanec (2023-1)	Mr. Nick Storm, Interim Dir. of Administration
Mrs. Delia Bianchin (2023-1)	(N/A)
Mr. John Kearns (2023-2)	

¹ Mrs. Diane Edelstein and Mrs. Carly Taylor resigned Q1 2021 prior to completing their terms ending 2022.

Diocesan Council

Key: (20##-#) = Yr. term ends–No. of Terms

President: Mr. Tim Moore

District 1

Mrs. Anna Brychik (2021-1)
The Rev. Glenn Crytzer (2022-1)
LAY VACANCY (2023)

District 2

LAY VACANCY (2021)
CLERGY VACANCY (2022)
Mr. Kirk Haberman (2023-1)

District 3

The Rev. John Bailey (2021-2)
Mr. Tom Miller (2022-1)
Mr. Bill Klingensmith (2023-1)

District 4

Mr. Tim Moore (2021-2)
The Rev. Douglas Blakelock (2022-1)
Mrs. Mardiann Vincent (2023-1)

District 6

LAY VACANCY (2021)
Dr. Leslie Thyberg (2022-1)
The Rev. Jonathan Millard (2023-1)

District 8

Mr. Gary Bookhammer (2021-1)
Mr. Dan Oliver (2022-2)
The Rev. Dn. Carolyn Nunnally (2023-1)

District 9

LAY VACANCY (2021)
The Rev. Michael McGhee (2022-1)
The Rev. Michael Arnold (2023-1)

District 10

The Rev. Eric Rodes (2021-1)
The Rev. Regis Turocy, DHCE, PT (2022-1)
The Rev. Keith Almond (2023-1)

Ex Officio Council Membership

Mr. Andy Fletcher, Chancellor of the Diocese
The Rev. Dr. David Grissom, Standing Committee
President
Mr. Derek Herrington, Board of Trustees
President
VACANT, Secretary of Convention

Non-Members

The Rt. Rev. Martyn Minns, Interim Bishop
Mr. Nick Storm, Interim Director of
Administration
Mrs. Kristen Parise, Director of Communications
Ms. Bonnie Catalano, Secretary to Council

Growth Fund Representatives

The Rev. Glenn Crytzer
Mrs. Anna Brychik

Churches in Union with the Diocese

Churches in Union as of 155th Annual Convention

Sorted alphabetically by city with year organized in parenthesis

AMBRIDGE, Church of the Savior (1984)
BEAVER, New Life Fellowship (2019)
BLOOMFIELD, Seeds of Hope Anglican Church (2008)
BRIDGEVILLE, St. Elizabeth Anglican Mission (2011)
BROWNSVILLE, Christ Church Anglican (1813)
BUTLER, St. Peter's Anglican Church (1824)
CHARLEROI, St. Mary's Anglican Church (1896)
CORAOPOLIS, Charis 247 (2008)
CRANBERRY TOWNSHIP, All Saints Anglican Church (2010)
EAST END, Jonah's Call (2008)
EDGEWORTH, Grace Anglican Church (2017)
ELIZABETH, Church of the Transfiguration (1904)
FOX CHAPEL, Christ Church Fox Chapel (1943)
FRANKLIN, TN, St. John's Anglican Church (2010)
GEORGETOWN, St. Luke's Anglican Church (1814)
GIBSONIA, St. Thomas Anglican Church, Inc. (1948)
GLENSHAW, Church of Our Saviour (1890)
GREENSBURG, Christ's Church (1832)
GROVE CITY, Grace Anglican Church (2008)
HOMER CITY, Harvest Anglican Church (2009)
HOPEWELL TOWNSHIP, Prince of Peace Church (1987)
JOHNSTOWN, St. Matthew's Anglican Church (2008)
LEECHBURG, Holy Innocents Anglican Church (1884)
LIGONIER, Epiphany Anglican Fellowship (2008)
MONONGAHELA, True Vine Anglican Church (1860)
MONROEVILLE, St. Martin's Anglican Church (1954)
MOUNT WASHINGTON, Grace-on-the Mount Anglican Church (1851)
MURRYSVILLE, St. Alban's Anglican Church (1970)
NASHVILLE, TN, Church of the Redeemer (2004)
NATRONA HEIGHTS, Christ Our Hope (1896)
NEW BRIGHTON, Christ Anglican Church (1850)
NORTH FAYETTE, Mosaic Church (2011)
OAKLAND, Church of the Ascension (1889)
PATTON, Trinity Anglican Church (1896)
PENN HILLS, Reconciliation Anglican Church (2018)
PITTSBURGH, Incarnation Church (Anglican) (2012)
SEWICKLEY, St. Stephen's Church (1861)
SOMERSET, Somerset Anglican Fellowship (2008)
SOUTH HILLS, The Anglican Parish of Christ the Redeemer (1950)
UNIONTOWN, St. Peter's Parish Church (1838)
UPTOWN, Shepherd's Heart Fellowship (2001)
WASHINGTON, Trinity Church (1844)
WHEATON, IL, All Souls' Anglican Church (2004)

Mission Fellowships & Mission Fellowships-in-Formation

FORT COLLINS, CO, St. Thomas Church

HARRISBURG, Good Shepherd Anglican Mission

NASHVILLE, TN, Church of the Epiphany

NORTH BOROUGHS, Redeemer

O'HARA TOWNSHIP, Word of Light Fellowship

STATE COLLEGE, Incarnation Anglican Church

WEST CHICAGO, IL, New Jerusalem Church

WHEATON, IL, Church of the Great Shepherd

Houses of Prayer

MCDONALD, Hineni House

Churches and Mission Fellowships No Longer in Union

Churches closed as of 155th Annual Convention

LAKE VILLA, IL, Holy Cross

ELBURN, IL, Hope Church

KANSAS CITY, MO, Church of the Apostles

BEAVER FALLS, St. Andrew's

WAYNESBURG, St. George's

BEDFORD, Bedford Fellowship

TEMPLETON, St. Mary's

Clergy in Good Standing with the Diocese

Sorted by year canonically resident

Bishops

1992 (The Most. Rev.) Robert William Duncan
2019 David Lee Hicks

Priests

1960	John Milton Leggett	2001	John Paul Bailey
1971	John Guest, Litt D.	2001	John Paul Chaney
1972	Andrew Joseph Tibus	2001	Lawrence Christopher Deihle
1979	Stephen Follmer Noll, Ph.D.	2001	Gordon Griffith Green
1979	Edward "Ted" Manning Wood	2001	Susanna Rhoads Scott
1984	John Hayes Park	2001	Karen Elizabeth Woods, D.Min
1985	John Kendal Hervey, D.Min.	2002	Ronald Jack Baillie
1985	Lawrence Knotts	2002	Daniel Francis Crawford, Ph.D.
1986	Peter Erling Ostrander, Ph.D.	2002	James Caddell Morehead III, Ph.D.
1986	Joseph Anthony Vitunic, Jr	2003	Deborah Lynn Carr
1989	Arnold William Klukas, Ph.D.	2003	John Alexander Macdonald, DMiss
1990	Gary Dean Miller	2003	Jay Frank Slocum
1990	Florence "Ann" Paton, Ph.D.	2004	Douglas Richard Blakelock
1990	Eric Jon Taylor, D.Min.	2004	Donald William Bushyager
1995	Geoffrey Whitman Chapman	2004	David Harold Grissom, D.Min.
1995	John "Jack" Stanley Gabig, Ph.D.	2004	Marc Ray Jacobson
1996	John Mark Heidengren	2004	Jeffrey Dean Mead
1996	David Douglas Wilson, D.Min.	2004	Jonathan N. Millard
1997	Karen B. Stevenson	2004	David Blaine Rucker
1997	Paul Allyn Sutcliffe, Jr.	2004	Douglas Roland Sherman, Jr.
1998	Dennett Harden Buettner, D.Min.	2005	Robert Samuel Hanna
1998	Michael Dean Wurschmidt	2005	James Loughlin Vreeland
1999	Colleen Michelle Klingensmith	2006	James Wayne Chester
1999	Joseph Richard Martin	2006	William Ticknor Henry D.Min.
1999	Gaea Atiyah Thompson	2006	Samuel Robert Jampetro, IV
2000	Donald A. Cox	2006	Terrence Elmer Johnson
2000	Ira Chauncey Houck, Jr	2006	Paul Martin Johnston
2000	Langdon "Lang" Pegram MD	2006	Ethan James Magness
2000	Henry Laurence Thompson, III	2006	Peggy Sue Means

2006 Michael Baba Yemba
 2007 Scott Thomas Homer
 2007 Elaine Emma Storm
 2008 Aaron Edward Carpenter, DNP
 2008 Harold Dean Hicks, Jr.
 2008 Joshua Miller
 2009 John Corbett
 2009 Andrew John DeFusco
 2009 Michael Vincent McGhee
 2009 Ann Radebaugh Tefft
 2010 James "Kua" Wilson Kuahiwi Apple
 2010 Charles Otto Ellenbaum
 2010 Constance Keck Hughes
 2010 George John Kacena
 2010 Mary Lou Kator
 2010 David P. Kletzing Ph.D
 2010 George Byron Koch, D.Min
 2010 Heather Ann Martinez
 2010 Richard Harry McGinnis
 2010 James "Jamey" Perry Russell
 2010 Teresa "Tracey" Lynn Russell
 2010 William McDonald Starke
 2010 Rebecca Ann Teguns
 2011 Livingston Tallmadge Merchant, Jr
 2011 Joel Alan Scandrett, Ph.D
 2011 Regis H. Turocy, DHCE, PT
 2011 Jeffrey Scott Wylie
 2012 Gerald "Keith" Almond
 2012 Kenneth Dean Bengé
 2012 Philip Bottomley
 2012 Glenn Paul Crytzer
 2012 Kirsten H. Gardner, Ph.D.
 2012 Justin Michael Helton
 2012 Thomas "Bryan" Jarrell, II
 2012 Robert "Thomas" McKenzie
 2012 Thomas Arthur Russell, Ph.D.
 2012 Jonathan Edward Warren, Ph.D.
 2012 Lutitia "Tish" Harrison Warren
 2013 William A. Eaton

2013 Andrew Kelly Gross
 2013 Summer Joy Gross
 2013 Stephen James Palmer
 2014 Michael Niebauer
 2014 Eric Michael Rodes
 2014 Lauren Mara Scharf
 2014 Alex Shuttleworth
 2015 Diana M. Gorgos
 2015 James Calvin McCaskill
 2015 Karl J. Petterson
 2015 Chance Andrew Perdue
 2015 Ardath Louise Smith
 2015 Porter Case Taylor
 2016 Travis James Bott, Ph.D.
 2016 Margaret "Peg" Guilbert Bowman
 2016 Sharon Sue Hobby
 2016 Benjamin Ryan Hughes
 2016 David William Ketter, III
 2016 Claire Layne Megles
 2016 Suzanne Cheryl Perkins
 2016 Robert R. Richard
 2016 Seth Jared Zimmerman
 2017 Mark Woodbridge Brown
 2017 Ethan Taylor Harrison
 2017 Justin Daniel Hogg
 2017 Julie Esther Cate Kelly-Stump
 2017 Frances Celeste Jacobowitz Metcalf
 2017 Andrea Mueller Millard, D.Min.
 2018 Tracey Turner Corso, DMD
 2018 Stefanie Renée Rowinski
 2018 Donald Raymond Shepson, III, Ph.D.
 2018 Joshua Turner
 2019 James M. Arcadi, Ph.D.
 2019 Christopher Michael Hill
 2019 Ralph Clinton "Clint" Kerley
 2019 Todd Michael Murden
 2019 Daniel Aaron Porter
 2019 Peter Paul Snezek
 2019 Andrew Unger

2019 Benjamin James Wulpi
2020 Myron Julian Manasterski

2020 Aaron Glen Prosser

Deacons

1987 Jeane T. Steele
1988 Ruth Wick Manson
1988 Elizabeth Steiner Huff Rodewald
1993 Marion Janice Kush
1998 Mark Philip Stevenson, Ph.D
1999 Laura Deeds Wicker
2000 Andrea Jackson Buettner
2002 Dennis Monte Wilson
2004 Judith Lynn Howells
2004 Tara Leigh-Anne Jernigan, D.Min.
2006 Donald Lee Bowers
2006 Diane "Dee" Brooks Scott
2006 Harry Lee Walter
2007 Byron Robert Johnson
2008 Marybeth Marshall Carey
2008 Wendell "Tom" Carroll Turney
2008 Kathy Lynn Walzer
2010 Judith Anne Davis
2011 Catherine Lynne Dunn

2011 Carolyn Donkin Nunnally
2011 Gretchen Worden Peske
2012 Nancy Kari Scammacca Lewis
2015 Nancy Cain McCombe
2015 Barbara L. Stang McMillen
2016 Michael Joseph Brigode
2016 Terry Lee Smolick
2017 Joanne Paulette Martin
2018 Brian Edward Goodwin
2019 Mary Juno Baker
2019 James Larry Fisher, Jr
2019 Robert Lewis
2019 Elizabeth Cain Smith
2019 Joy Unger
2020 Michael Wayne Arnold
2020 Herb N. Bailey II
2020 Jacilyn Perez Goodwin
2020 Eric Michael Phillips
2020 Linda Diane Elliott Schlafer, Ph.D.

Letters Dimissory

November 2019 to December 2020

Accepted

James M Arcadi	11/05/2019	Diocese of Quincy
Mary Juno Baker	11/05/2019	Diocese of Quincy
Peter Paul Snezek	11/05/2019	Diocese of Quincy
Daniel Aaron Porter	11/11/2019	Anglican Diocese of the Rocky Mountains
Fawn Corbin	12/6/2019	International Diocese of the ACNA
Thomas Corbin	12/6/2019	International Diocese of the ACNA
Myron Julian Manasterski	8/7/2020	Gulf Atlantic Diocese
Aaron Glen Prosser	8/31/2020	San Joaquin

Issued

Lloyd Phillip Whistler "Whis" Hays	2/5/2020	Churches for the Sake of Others
John Thomas Cruikshank	3/3/2020	Diocese of Fort Worth
Ellis English Brust	6/19/2020	Episcopal Diocese of Central Florida
Cynthia P. Brust	6/19/2020	Episcopal Diocese of Central Florida
Porter Case Taylor	7/2/2020	Episcopal Diocese of Central Florida
Nancy Henderson Phillips	9/29/2020	Anglican Diocese of New England
Chance Andrew Perdue	11/9/2020	Anglican Diocese of South Carolina

Clergy Deaths

Carl Neely	5/6/2020
David St. Clair	9/22/2020

Clergy Suspended for Life

Paul Cooper	October 2020
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Ordinations

Order of Deacons

<i>Ordinand(s)</i>	<i>Date</i>	<i>Location</i>	<i>Presided By</i>
Herb N. Bailey II	6/6/2020	Prince of Peace, Hopewell	Bishop James L. Hobby, Jr.
Eric Michael Phillips	6/6/2020	Grace Anglican Church, Grove City	Bishop James L. Hobby, Jr.
Linda Diane Elliott Schlafer, Ph.D.	6/6/2020	Mosaic Church, North Fayette	Bishop James L. Hobby, Jr.
Michael Wayne Arnold, Jacilyn Perez Goodwin	8/29/2020	New Hope Academy, Nashville, TN	Bishop James L. Hobby, Jr.

Order of Priests

<i>Ordinand(s)</i>	<i>Date</i>	<i>Location</i>	<i>Presided By</i>
Todd Michael Murden	2/15/2020	St. Stephen's, Sewickley	Bishop James L. Hobby, Jr.

Approved Minutes of the 154th Convention

Friday, November 1st, A.D. 2019

The One Hundred Fifty-Fourth Annual Convention of the Anglican Diocese of Pittsburgh began on Friday, November 1st, 2019 at St. Stephen's Church, Sewickley. The Convention's Opening Eucharist was celebrated in the Nave, the Rt. Rev. James Lafayette Hobby, Jr., Bishop of the Anglican Diocese of Pittsburgh, preaching. A celebration dinner followed in Grace Commons.

Saturday, November 2nd, A.D. 2019

Registration of Convention deputies began on Saturday, November 2nd at 8:00 a.m. At 9:00 a.m. the Rev. John Bailey led Convention in Morning Prayer in Grace Commons, the Rev. Cn. Karen Stevenson preaching, following which Convention was called to order and business began with the Organization of Convention in Grace Commons.

Saturday Business Sessions

Roll Call/Certification of Quorum

Mrs. Shannon Sims, Acting Secretary, stated that a quorum was present as defined by Article V Section 1 of the Constitution. It was moved that a roll call be suspended. The motion was seconded and passed by voice vote.

Election of Secretary of Convention

The Bishop called upon the Rev. Paul Cooper, Vice-President of Diocesan Council, to nominate a Secretary of Convention. On behalf of Diocesan Council, the Rev. Cooper nominated Mrs. Shannon Sims as Secretary of Convention. There were no other nominations. Mrs. Sims was elected unanimously by voice vote.

Appointment of Judge of Elections

The Bishop appointed Mr. Maywood Carey (All Saints, Cranberry Township) as Judge of Elections.

Annual Reporting Delinquencies

The Rev. Cn. Donald Bushyager, Director of Administration and Finance read Annual Congregational Report delinquencies: there were no delinquencies. Pursuant to Canon IV Section 2B, any parish failing to submit an annual congregational (parochial) report shall not be entitled to seat in the Convention.

Audit Delinquencies

The Rev. Bushyager read Audit delinquencies: Prince of Peace, Hopewell; Church of Our Saviour, Glenshaw; Holy Innocents, Leechburg; Somerset Anglican Fellowship, Somerset; Grace-on-the-Mount, Mt. Washington; Church of the Redeemer, Nashville TN; St. John's, Franklin TN; Christ

Church, Brownsville; St. Elizabeth, Bridgeville; St. George's, Waynesburg. Pursuant to Canon XI Section 5, a parish that is delinquent in filing a financial audit with the diocesan office for the previous year is determined to be delinquent, and any and all lay deputies of such delinquent parish shall be entitled to seats with voice but without vote.

Notwithstanding the foregoing report, the Rev. Cooper moved that the lay deputies from those congregations delinquent in providing audits to the diocesan office be granted seat, voice, and vote at Convention. The motion was seconded and passed by voice vote. All congregations were seated.

Recognition of Guests

The Bishop recognized representatives of guests.

Admission of New Parishes

The Rev. John Paul Chaney, President of the Standing Committee, introduced the admission of new parishes.

The Rev. Chaney moved to accept All Souls, Wheaton, IL as a Congregation in Good Standing in the Anglican Diocese of Pittsburgh. The motion was seconded and passed by voice vote.

The Rev. John Paul Chaney moved to accept Holy Cross, Lake Villa, IL as a Mission Fellowship in the Anglican Diocese of Pittsburgh. The motion was seconded and passed by voice vote.

Approval of Minutes of the 153rd Annual Convention

The Bishop asked for a motion to approve the Minutes of the 2018 Convention ([Pre-Convention Journal](#), pp. 9-12).

The Very Rev. Cn. John Park (Grace, Mt. Washington) offered an amendment: modify the recognition of the Rev. Jeffrey Wylie as President of the Standing Committee ([Pre-Convention Journal](#), p. 10). The Rev. Cn. John Fierro, now deceased, was President of the Standing Committee in 2018 but resigned in the fall of 2018 due to illness. The recognition of the Rev. Wylie will be amended to "on behalf of the Rev. Cn. John Fierro."

The Rev. Park offered an amendment: in the election results of district caucuses, change the title of "Mr." to "The Rev. Dn." Tom Turney ([Pre-Convention Journal](#), p. 11).

Mrs. Susan Park (Grace, Mt. Washington) offered an amendment: in the election results of district caucuses, reflect the full name of The Rev. Dn. Nancy Cain McCombe ([Pre-Convention Journal](#), p. 12). The name was inadvertently truncated in the formatting of the [Pre-Convention Journal](#).

The Rev. Jeffrey Wiley (Christ's Church, Greensburg) moved to approve the Minutes as amended. The motion was seconded and passed by voice vote.

Nominating Committee Report

The Rev. Cooper reported that the Nominating Committee had duly received names as shown on the election ballot to put into nomination. The following names were put forward for election:

1. Array (2 clergy, 1 lay): Mr. Doug Wicker, The Rev. John Bailey, The Rev. Eric Rodes
2. Board of Trustees (1 lay): Mrs. Diane Edelstein
3. Committee on Canons (1 clergy, 1 lay): The Rev. David Rucker, Mrs. Delia Bianchin
4. Standing Committee (1 clergy, 1 lay): The Rev. Cn. Dr. Andrea Millard, Mrs. Monique Magness

The Bishop asked for nominations from the floor. There were no additional nominations from the floor. The Bishop declared that the nominations were closed.

The Rev. Cooper moved that as all nominations were unopposed, the nominees be elected by voice vote. The motion was seconded and passed unanimously. All nominees were elected by voice vote.

Report of the Director of Administration and Finance on Budgets, Godly Share, Stewardship

The Rev. Bushyager reported financial highlights and drew attention to the proposed 2020 Budget. The Rev. Bushyager clarified that the proposed budget for 2020 is presented with the understanding that required adjustments will be made as the year proceeds with the relocation of the diocesan office and the finalization of lease arrangements. The Rev. Bushyager noted a decrease in expenses for liability insurance: the diocesan insurance program was renegotiated, with coverage for Directors and Officers insurance premiums substantially reduced.

The Rev. Bushyager reported that the diocese has experienced major change in the way it functions, and the restructured budget reflects expenses related to the change and related growth. A transfer from budget reserves will cover the expenses to meet new growth areas.

The Rev. Eric Rodes (Redeemer, Canonsburg) asked what the infusion income of \$7,550.00 represents. The Rev. Bushyager explained that if a congregation needs an unbudgeted cash infusion for a salary, it can make an appeal. Once the congregation has grown in three or so years, it can then plan the salary expense as part of its regular budget. The original \$111,000.00 infusion income will come from monies the diocese will attempt to raise over and above the budget by asking congregations to consider making a plus-1 commitment of 1% to take on these initiatives.

The Rev. Dn. Dr. Tara Jernigan asked where the current budget provides for deacon formation. The Bishop explained that leadership development provides a missional side route of discipleship for those considering a call to the diaconate.

The Rev. Bushyager presented the Clergy Compensation Guide for 2020. The guide now includes information from Christianity Today, which is provided as a guide based on congregation size, degree, and other factors. Compensation has been adjusted on average 2% higher from 2019, and it provides the minimum total compensation for a first-year person in a position. The Rev. Bushyager invited vestries to contact him on clergy compensation packages to produce proper figures for their particular circumstances. Guidelines for supply clergy rates were increased by 7%.

The Rev. Bushyager also referred those present to the 2020 Godly Share Schedule, confirming that godly share figures will be verified in the coming months through correspondence with congregations. Godly shares are calculated at 10% of the 2018 income figure provided in the parochial report. Every congregation will receive a request to approve or adjust that number. Mr. Richard Martin, Chair of the Finance Committee, moved that the 2020 Budget be adopted by Convention. No second was needed as the motion came from a committee of Council. The motion passed by voice vote.

Report of the Committee for Constitution and Canons

Mr. Alan Komm, Vice-Chair of the Committee for Constitution and Canons, brought greetings from the Rev. David Rucker, Chair, who was called away during the weekend. Mr. Komm reported the proposed constitutional changes to be accomplished during the 2018 and 2019 annual meetings of the diocese. The work of the committee represents the ongoing task to update the diocesan Constitutions and Canons and to conform them to the constitution and canons of the Anglican Church in North America. These changes are intended to ensure conformity with the provincial Constitution and Canons, align our documents with current practice, and streamline them for clarity and adaptability.

Proposed changes 1, 3, and 4 are concerned with diocesan membership in the Anglican Church in North America and participation by the diocese in meetings and assemblies of the province. Proposed changes 2 and 7 concern the Standing Committee. Currently, formation and function of the Standing Committee is provided for in the Constitution. The proposed changes are intended to separate the establishment of the Standing Committee, which is a matter for the Constitution, from the functioning of the Standing Committee, which can change over time and is a matter for the canons.

Proposed changes 5 and 6 are purely administrative. Change 5 conforms the canon to actual practice within the diocese. Change 6 renumbers the Canons after inserting a new canon addressing the functioning of the Standing Committee.

Amendment to the Constitution requires an affirmative vote by two successive Conventions. Proposed Changes 1, 2, and 3 were approved by the 2018 Convention and will be presented for a

second vote at the 2019 Convention. Mr. Komm introduced proposed changes to the following articles of the Constitution:

Article I: Faith and Order by Constitution and Provincial Membership by Canon

Article IX: Standing Committee

Article XII: Deputies to Extra-Diocesan Conventions or Synods

Mr. Komm moved that the three changes be adopted at their second reading. A discussion of the proposed changes followed. The Rev. John Cruikshank (St. Peter's, Uniontown) moved to accept the proposed changes to Article I. The motion was seconded and passed by voice vote.

The Rev. Cruikshank moved to accept the proposed changes to Article IX. The motion was seconded and passed by voice vote.

The Rev. Cruikshank moved to accept the proposed changes to Article XII. The motion was seconded and passed by voice vote.

In addition to the three Constitutional changes, four changes were proposed to the Canons.

Change 4 to Canon 1: Provincial Membership is offered to make the diocesan canons conform to provincial canons. Mr. Komm moved to adopt Change 4. Discussion followed.

Mr. Patrick Roddy (Canonsburg, Redeemer) suggested the removal of "the" from the third line of Section 5a. The Rev. Paul Sutcliffe (St. Elizabeth's Anglican Mission) offered the amendment of removing "the" from the line. The proposal was seconded.

The Rev. Stephen Noll (non-parochial) asked for a clarification of the language "within the Anglican communion." The Bishop affirmed that the diocese may need to consider its meaning. The Rev. Jonathan Millard (Ascension, Oakland) offered that the language addresses our standing within the ACNA and asked if Convention might consider removing "within the Anglican Communion" from the title. A proposal to remove the language was moved and seconded.

Change 5 to Canon III: Of Deputies is offered to align the certification of deputies with current practice. Mr. Komm moved to adopt Change 5. The motion was seconded and passed by voice vote.

Change 6 to the canons allows for the renumbering of the canons required by the addition of a Canon VII: Of the Standing Committee. Mr. Komm moved to adopt Change 6. The motion was seconded and passed by voice vote.

Change 7, the addition of Canon VII: Of the Standing Committee, is offered to clarify the purpose of the Standing Committee. The new canon appropriately moves wording from the Constitution to the Canons. Mr. Komm moved to adopt Change 7. The motion was seconded and passed by voice vote.

Report of the Chancellor

Mr. Andy Fletcher, Chancellor of the Diocese, reported on activities of the past year. Mr. Fletcher reported that the diocese reached a settlement with The Episcopal Diocese over congregational properties. Mr. Fletcher is available to help congregations with guidance at the diocesan and provincial level with matters beyond the routine oversight of vestries.

Report of the Bishop

The Bishop thanked the diocesan staff for their work on Convention and Gathering and reported that over the past year, the diocesan staff has continued to discuss convictions and culture within the diocese, considering the dispositions within a culture that lead to growth: inner dispositions of being healthy, humble, and inquisitive; a relational disposition of high-heartedness that is gracious, generous, optimistic, and fun; and work dispositions of being trustworthy, competent, and cooperative.

The Bishop reported on current challenges and initiatives. Firstly, there exists a need for deeper discipleship that is focused on fully forming disciples of Jesus in a hostile or apathetic culture and on taking people into the scriptures. The Bishop discussed discipleship projects currently under development, including a camp program, where children and youth can come for a week in the summer for discipleship and community to engage with the gospel, as well as a retooling of the adult weekend. Secondly, one quarter of our clergy will retire within the next few years, and so a pipeline is needed. The diocese is working to develop a farm team with students in ministry. Thirdly, we are dealing with plateaued congregations. A vast majority of congregations are either declining or plateaued, sometimes beating the curve, as a surrounding town declines. The Bishop encouraged congregations to consider the New Initiatives fund, which will twilight over time, with their vestries.

Report of the Judge of Elections on District Caucuses

Mr. Carey announced the results of elections in District Caucuses.

District 1 "Ohio Valley"

Council – The Rev. Glenn Crytzer
District Chair – The Rev. Dennett Buettner
District Vice-Chair – The Rev. Dn. Tom Turney

District 2 "Northlands"

Council – Mr. Matthew Lines
District Chair – The Rev. David Hicks
District Vice-Chair – Mr. Don Shepson

District 3 "Allegheny Valley"

Council – Mr. Tom Miller
District Chair – The Rev. John Bailey
District Vice-Chair – The Rev. Alex Shuttleworth

District 4 "Eastern Kingdom"

Board of Trustees – Mr. Derek Herrington
Council – The Rev. Doug Blakelock
District Chair – The Rev. Jeffrey Wylie
District Vice-Chair – The Rev. Keith Almond

District 6 "City and City South"

Council – Dr. Leslie Thyberg
District Chair – Mrs. Elaine Morehead
District Vice-Chair – Mr. Jack Walsh

District 8 "Two Rivers"

Board of Trustees – Mrs. Winifred Sherman
Council – Mr. Dan Oliver
District Chair – The Rev. Dr. David Grissom
District Vice-Chair – The Rev. Dn. Carolyn Nunnally

District 9 "Beyond the Burgh"

Council – The Rev. Mike McGhee
District Chair – Deacon Liz Smith
District Vice-Chair – The Rev. Cynthia Brust

District 10 "Southern Kingdom"

Council – The Rev. Regis Turocy
District Chair – The Rev. Frances Metcalf
District Vice-Chair – The Rev. Dn. Nancy Cain McCombe

Adjournment (sine die)

Convention moved to adjourn.

The Bishop declared Convention adjourned *sine die* at 11:00 a.m.

Respectfully submitted,
Shannon Sims, Secretary of Convention

Unapproved Minutes of the 155th Convention

The One Hundred Fifty-Fifth Annual Convention of the Anglican Diocese of Pittsburgh began on Saturday, November 7th, 2020, via video conference. Registration of Convention deputies took place prior to the Convention. After 9:00 a.m., the Rev. Cn. Joanne Martin led the Convention in Morning Prayer, following which the Archbishop and Interim Bishop addressed the Convention via video. Following these addresses, Mr. Tom Sands, Secretary of the Standing Committee, addressed the Convention.

Statement of Plan for Convention

Mr. Tom Sands welcomed deputies and reviewed the plan and Rules of Order for electronic voting. At the invitation of Mr. Sands, Canon Phil Ashe, Provincial Advisor to the Standing Committee, also addressed the Convention.

Election of President Pro Tempore

The Rev. Andrea Millard, member of the Standing Committee, reported that pursuant to Article IV of the Constitution, in the absence of a Bishop, the Convention must elect a President pro tempore to preside. The Rev. Millard nominated the Rev. Jeffrey Wylie, President of the Standing Committee, to preside as President pro tempore of the Convention. The Rev. Millard asked for nominations from the floor. Hearing none, on behalf of the Standing Committee, the Rev. Millard moved to elect the Rev. Jeffrey Wylie. The motion passed by electronic vote.

Convention Called to Order

The Rev. Wylie, as President of the Convention, called the Convention to order.

Certification of Quorum

The President called upon Mrs. Shannon Sims, Acting Secretary, to certify a quorum. Mrs. Sims stated that a quorum was present as defined by Article V Section 1 of the Constitution.

Election of Secretary of Convention

The President called upon Mr. Tim Moore, President of Diocesan Council, to nominate a Secretary of Convention. Mr. Moore asked for nominations from the floor. Hearing none, on behalf of Diocesan Council, Mr. Moore asked for a motion to elect Mrs. Shannon Sims as Secretary of Convention. Mr. Tom Sands moved to elect Mrs. Sims. The motion was seconded by the Rev. Andrea Millard and passed by electronic vote.

Appointment of Judge of Elections

The President appointed Mrs. Sarah Kwolek as Judge of Elections.

Annual Reporting Delinquencies

The President read Annual Congregational Reporting delinquencies: Church of our Saviour, Glenshaw and St. Elizabeth, Bridgeville. Pursuant to Canon IV Section 2B, any parish failing to submit an annual congregational (parochial) report shall not be entitled to a seat in the Convention.

Audit Delinquencies

The President read Audit delinquencies: Church of Our Saviour, Glenshaw; Church of the Redeemer, Nashville; Epiphany Anglican Fellowship, Ligonier; and Jonah's Call, East End. Pursuant to Canon XI Section 5, a parish that is delinquent in filing a financial audit with the diocesan office for the previous year is determined to be delinquent, and any and all lay deputies of such delinquent parish shall be entitled to seats with voice but without vote.

Granting of Vote to Delinquent Congregations

Notwithstanding the foregoing reports, the President called upon the Rev. John Chaney, who moved to grant lay deputies from those congregations delinquent in providing audits the vote in the Convention. The motion was seconded by Mr. Tom Sands and passed by electronic vote.

Welcoming of Non-Deputy Representatives

The President welcomed three members of the Standing Committee who are not deputies: Mr. Doug Wicker, Mrs. Monique Magness, and Mr. Kirk Botula. The President also welcomed Canon Phil Ashley, Provincial Advisor to the Standing Committee, to assist the Convention on matters of canon law and procedure. Mr. Tom Sands moved to grant seat and voice to Standing Committee members. The motion was seconded and passed by electronic vote. The President recognized diocesan staff and others providing assistance to the Convention.

Approval of Minutes of the 154th Annual Convention

The President asked for corrections and additions to, as well as questions regarding, the Minutes of the 2019 Convention, as provided in the Pre-Convention Journal prior to the Convention. Hearing none, the President declared the Minutes to be approved.

Statement from the Standing Committee

The President called upon the Rev. David Grissom to address matters relating to the recent resignation of Bishop Hobby as Diocesan Bishop. The Rev. Grissom, Mrs. Monique Magness, Mr. Nick Storm, and Cn. Phil Ashley answered questions provided both in advance and from the floor. Following the discussion, Cn. Joanne Martin led the Convention in a time of prayer, followed by a short break, during which a Year in the Life of the Diocese video was shown.

Results of District Caucuses

The President called upon Mrs. Kwolek to announce the results of District Caucuses, which occurred prior to the Convention. Mrs. Kwolek announced District Caucus results as follows:

District 1 "Ohio Valley"

Board of Trustees – Susan Hovanac, Prince of Peace, Hopewell

Council – Kathy Loriso, Mosaic, North Fayette

District Chair – The Rev. Dn. Tom Turney, Christ Church, New Brighton

District Vice-Chair – The Rev. Dennett Buettner, Church of the Savior, Ambridge

District 2 "Northlands"

Board of Trustees – Mrs. Delia Bianchin, Esq., St. Peter's, Butler

Council – Mr. Kirk Haberman, All Saints, Cranberry

District Chair – Rev. Dr. Donald Shepson, Grace, Grove City

District Vice-Chair – Rt. Rev. David Hicks, St. Peter's, Butler

District 3 "Allegheny Valley"

Board of Trustees – Incumbent, Mr. John Kerns (2nd term), Christ Our Hope, Natrona Heights

Council – Mr. Bill Klingensmith, Holy Innocents, Leechburg

District Chair – Rev. John Bailey, Christ Our Hope, Natrona Heights

District Vice-Chair – Rev. Alex Shuttleworth, Christ Church, Fox Chapel

District 4 "Eastern Kingdom"

Council – Mr. Mardi Vincent, Somerset Anglican

District Chair – The Rev. Jeffrey Wylie, Christ's Church, Greensburg

District Vice-Chair – Rev. Bryan Jarrell, Epiphany Anglican Fellowship, Ligonier

District 6 "City and City South"

Board of Trustees – Mr. Jack Walsh, Ascension, Oakland

Council – Rev Jonathan Millard, Ascension, Oakland

District Chair – Mrs. Marilyn Chislaghi, Ascension, Oakland

District Vice-Chair – Mr. Avin Fernando, Seeds of Hope, Bloomfield

District 8 "Two Rivers"

Council – Deacon Carolyn Nunnally, Reconciliation, Penn Hills

District Chair – Rev. David Grissom, St. Alban's, Murrysville

District Vice-Chair – Deacon Carolyn Nunnally, Reconciliation, Penn Hills

District 9 "Beyond the Burgh"

Council – Rev. Michael Arnold, Epiphany, Nashville

District Chair – Rev. Kenny Bengé, Redeemer, Nashville

District Vice-Chair – Rev. Thomas McKenzie, Redeemer, Nashville

District 10 "Southern Kingdom"

Board of Trustees – Mr. Bill Messmer, Trinity, Washington

Council – Rev. Keith Almond, Christ Church, Brownsville

District Chair – Rev. Regis Turocy, True Vine, Monongahela

District Vice-Chair – Deacon Nancy Cain McCombe, Redeemer Parish, South Hills

Acceptance of District Caucus Results

The President called upon Mr. Tom Sands, who moved to set aside the notification requirement for elections in order to accept the results of the District Caucuses, which took place prior to the Convention. The motion was seconded by the Rev. Elaine Storm and passed by electronic vote.

Postponement of Elections to Offices and Committees

The President called upon Mr. Tom Sands, who moved to postpone elections to diocesan offices and committees until the resumption of the Convention, to be completed before the end of 2020. The motion was seconded by the Rev. Elaine Storm. Discussion followed, with the clarification of several matters relating to the nomination and election processes. The President reported that nominations for diocesan offices and committees will be reopened, and a Nominating Committee will be reestablished. The motion to postpone elections passed by electronic vote.

The President asked the Convention to prayerfully consider nominations for diocesan offices and committees. The diocesan office will publish a list of open positions on November 11th. The President asked that nominations be submitted by November 30th, so that they may be presented electronically by December 2nd prior to resumption of the Convention on December 12th.

Budget Overview

The President called upon Mr. Tim Moore, President of Diocesan Council, who moved to postpone the approval of a 2021 diocesan budget until after the resumption of the Convention, to be completed before the end of 2020. The motion was seconded by Mr. Tom Sands. Discussion followed. Following the discussion, the motion passed by electronic vote.

Report of Diocesan Updates

The Rev. Grissom reported on recent farewells and resignations and welcomed new clergy. The Rev. Grissom also announced the date and time of the next Convention: Saturday, November 6th, 2021 at 9:00 am via video conference.

Expression of Thanksgiving

Bishop David Hicks moved to extend grateful thanks to Bishop Jim and Shari Hobby for their years of service to our diocese and assure them of our continued prayers. The motion was seconded and passed by electronic vote.

Recess of Convention

At the invitation of the President, the Rev. David Wilson moved to stand in recess and resume business on December 12th at 9:00 a.m. via video conference. The motion was seconded by the Rev. Glenn Crytzer. Discussion followed. Following the discussion, the motion was approved by electronic vote. The President declared the Convention to be in recess. Cn. Joanne Martin led the Convention in closing prayer.

Resumption of Convention

On December 12th, following Morning Prayer led by Cn. Joanne Martin, an address by Interim Bishop Martyn Minns, and a review of the Rules of Order for electronic voting by Mr. Tom Sands and Mrs. Sarah Kwolek, the President called the Convention back to order. The President called upon Mrs. Shannon Sims to certify a quorum. Mrs. Sims affirmed that a quorum was present as defined by Article V Section 1 of the Constitution.

Seating of Non-Deputy Representatives

The President welcomed members of the Board of Trustees and Diocesan Council who are not deputies, as well as Bishop Grant LeMarquand. At the invitation of the President, Mr. Tom Sands moved to grant seat and voice to non-deputy representatives of the Board of Trustees and Diocesan Council, as well as Bp. LeMarquand. The motion was seconded by the Rev. Elaine Storm and passed by electronic vote. The President thanked diocesan staff and welcomed guests joining via livestream.

Nominating Committee Report

The President called upon Mr. Tim Moore to report. On behalf of the Nominating Committee of Diocesan Council, Mr. Moore referred the Convention to the slate of nominees presented via email on December 4, 2020 and asked for a motion to add Dr. Leslie Thyberg to the ballot as a lay nominee for the Provincial Assembly. The Rev. Andrea Millard moved to add Dr. Thyberg to the ballot. The motion was seconded by the Rev. David Grissom and passed by electronic vote. The following names were put forward for election:

1. Standing Committee (1 lay, 1 clergy): Mrs. Ann McCarthy, Mr. Wicks Stephens, the Rev. Dr. Keith Almond, the Rev. Capt. Herb Bailey, the Rev. Eric Rodes
2. Committee on Canons (1 lay, 1 clergy): Mr. James Carney, Mr. Charles Metcalf, the Rev. David Ketter, the Very Rev. Cn. John Park
3. Array (2 lay, 1 clergy): Mrs. Angel Bailey, Mrs. Marilyn Knotts, Mr. Wallace Scott, Mr. Nathan Twichell, the Rev. Andrew DeFusco, the Rev. Frances Metcalf, the Rev. Paul Sutcliffe
4. Provincial Assembly (2 lay and 1 alternate, 1 clergy and 1 alternate): Mrs. Delia Bouwers Bianchin, Mrs. Shannon Sims, Dr. Leslie Thyberg, the Rev. Andrea Millard, the Rev. Dr. Stephen Noll

5. Board of Trustees (1 lay): Mr. Alan Komm

Elections took place by committee or office via electronic vote. The results of the elections were as follows:

1. Standing Committee: Mr. Wicks Stephens, the Rev. Capt. Herb Bailey
2. Committee on Canons: Mr. Charles Metcalf, the Rev. David Ketter
3. Array: Mrs. Marilyn Knotts, Mr. Wallace Scott, the Rev. Andrew DeFusco
4. Provincial Assembly: Mrs. Shannon Sims, Dr. Leslie Thyberg (Mrs. Delia Bouwers Bianchin is alternate), the Rev. Dr. Stephen Noll (the Rev. Andrea Millard is alternate)
5. Board of Trustees: Mr. Alan Komm

Report of the Budget and Godly Shares

Following a break, the President called upon Mr. Kirk Botula, member of the Standing Committee, to present the 2021 Budget. The Budget makes various preparations for the arrival of a new Bishop. Mr. Botula also reported on Godly Share estimates, which reflect income adjustments due to Covid-19. Discussion followed. Mr. Botula thanked Mr. Nick Storm, Interim Director of Administration, for his service to the diocese in developing the 2021 Budget. Following the discussion, the President called upon Mr. Moore, who, on behalf of Diocesan Council, moved to approve the Budget as presented. Discussion followed. Following the discussion, the motion passed via electronic vote.

Updates from the Standing Committee

The Rev. Grissom reported on updates from the Standing Committee. A time of question and answer, moderated by the President, followed.

Thanksgiving for Service to the Diocese

On behalf of the Convention, the Rev. Grissom expressed gratitude to those transitioning from diocesan offices and committees for their faithful service to the diocese.

Adjournment of Convention

At the invitation of the President, the Rev. Elaine Storm moved to adjourn. The motion was seconded by the Rev. Andrea Millard and passed by electronic vote. The President declared the Convention adjourned. Cn. Joanne Martin led the Convention in closing prayer.

Approved 2021 Budget

INCOME	2020 Budget	2021 Draft Budget *	Actual 31- Oct-20	Exp % = 83.3%
Operating Income				
Congregation Godly Share - Current Year	\$759,644	\$600,000	\$596,868	78.60%
Church Plants and Beyond the Burg Congregations	\$75,554	\$60,000	\$90,741	120.10%
New Congregations	\$5,000	\$2,000	\$0	0.00%
Contributions (General) - Individuals/Congregations	\$5,000	\$10,000	\$28,840	576.80%
Miscellaneous / Fees (includes PPP Loan)	\$500	\$98,100	\$2,506	501.20%
United Way	\$5,000	\$3,000	\$4,502	90.00%
Total Operating Income	\$850,698	\$773,100	\$723,457	85.00%
Infusion Income				
Grants	\$36,000	\$25,000	\$36,000	100.00%
Contributions	\$111,580	\$28,750	\$29,966	26.90%
Total Income	\$998,278	\$826,850	\$789,423	79.10%
EXPENSES	2020 Budget	2021 Draft Budget		
Compensation and Benefits (excludes severance)	\$637,429	\$223,447		
Administration and Communications	\$96,300	\$83,850		
Ministries & Outreach (includes travel & business exp)	\$174,370	\$172,360		
Facilities	\$90,000	\$72,200		
Legal/Governance	\$9,750	\$86,050		
Special (Severance, Bp Search & contingency)		\$142,333		
Total Diocesan Expenses	\$1,007,849	\$780,240		
Total from Operating Budget	\$860,269	\$726,490		
Total from Infusion Income	\$147,580	\$53,750		
Total Expenses Operating Fund	\$1,007,849	\$780,240		
Net Gain or (loss)	(\$9,571)	\$46,610		

* Although parishes are providing Godly Share pledges for 2021 that in the aggregate exceed these amounts, due to the uncertainty of the impact of COVID, the budget is based on the possibility that many parishes will not be able to fulfill their Godly Share pledges.

2021 DRAFT EXPENSES		
Standing Committee		
	Consulting & Misc	\$35,000
	Severance Costs*	\$84,333
	Curate Initiative	\$28,750
	Bishop search expenses	\$20,000
	Bishop Murdoch Assistance	\$3,000
	Legal and Special Concerns	\$75,000
Commission on Ministry		
	Background Checks	\$1,200
	Psychological Exams	\$1,200
		\$248,483
Executive Assistant to the Bishop (full time)		
	Salary	\$58,872
	FICA/Pension	\$6,667
	Life/AD&D/STD/LTD	\$508
	Medical Insurance Premium	\$3,336
		\$69,383
Bishop Minns		
	Stipend (100% treated as Housing Allowance)	\$30,000
	Travel	\$20,000
	Business Expenses	\$20,000
		\$70,000
Assisting / Retired Bishops		
	Stipend (covers Bishop visits)	\$1,000
	Travel	\$2,500
		\$3,500
Director of Communications (2/3 full time)		
	Salary*	\$33,600
	FICA/Pension	\$3,805
	Life/AD&D/STD/LTD	\$227
	Travel & Expenses	\$500
	Training	\$500
Communications - Publications		
	Printing, Direct Mail Costs, Sort, Labels	\$4,900
	Technical Support/Web Page Development	\$1,750
		\$45,282
Director of Administration (3/4 full time)		
	Salary	\$46,800

	FICA/Pension	\$5,302
	Life/AD&D/STD/LTD	\$341
	Travel/Business Expense	\$1,000
		\$53,443
Diocesan Convention Virtual in 2021		
	Printing & Mailing Journals	\$1,000
	Miscellaneous	\$500
	Technology Support	\$1,500
		\$3,000
National Share		
	Provincial Tithe	\$77,310
	Provincial Assembly Delegates	\$10,000
		\$87,310
Partnerships		
	Christian Associates	\$4,500
	Other Ecumenical (includes AGMP)	\$1,400
	Networking Support	\$500
		\$6,400
Financial Bookkeeper (prorated to 5/1/21 at which point outsourced)		
	Salary	\$28,032
	FICA/Pension	\$386
	Life/AD&D/STD/LTD	\$4,439
	Dental/Vision (2020 included Medical)	\$131
		\$32,988
Misc Services & Support		
	Audit	\$10,500
	Background Checks & Misconduct Training	\$550
	Copier	\$8,000
	Liability, WorkersComp, Bond	\$30,000
	Office Furniture/Equipment	\$2,000
	Office Move and Build Out	\$23,000
	Office Supplies	\$2,000
	Payroll Support Service	\$1,500
	Pension Administration	\$800
	Postage	\$3,500
	Rent and Utilities (includes cleaning)	\$47,200
	Technology System Support & Training	\$22,000
	Telephones	\$9,400
		\$160,450
TOTAL OPERATING EXPENSES		
		\$780,240

*100% of Severance costs are treated as Housing Allowances for impacted clergy:	Bishop Hobby \$70,000	
	Rev. Karen Stevenson \$8,333	
	Rev. Joanne Martin \$8,800 (which includes her compensation through the Vessels of Honor program, which sits outside of Diocesan budget).	
	Rev. Tracey Russell \$2,000	

Godly Share Offerings for 2021 Budget

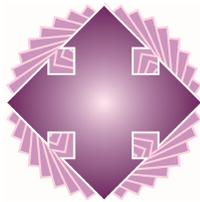
LOCATION	CONGREGATION	2019 OPERATING INCOME	2021 GODLY SHARE CONFIRMED PLEDGE	2021 GROWTH FUND PLEDGE
Ambridge	Church of the Savior	\$139,860.40	\$11,000.00	\$0.00
Beaver	New Life Anglican Fellowship	\$196,033.00	\$4,680.00	\$0.00
Bloomfield	Seeds of Hope Anglican Church	\$85,881.32	\$8,130.00	\$0.00
Bridgeville	St. Elizabeth Anglican Mission	\$2,000.00	\$500.00	\$50.00
Brownsville	Christ Church Anglican	\$87,255.78	\$10,075.00	\$0.00
Butler	St. Peter's Anglican Church	\$131,560.00	\$13,156.00	\$0.00
Carol Stream	New Jerusalem Church		\$16,152.00	\$0.00
Charleroi	St. Mary's Anglican Church	\$87,079.10	\$3,000.00	\$300.00
Coraopolis	Charis247	\$33,600.00		
Cranberry Twp.	All Saints Anglican Church	\$208,098.00	\$20,711.00	\$0.00
East End	Jonah's Call	\$139,738.18	\$13,973.82	\$0.00
Edgeworth	Grace Anglican Church	\$117,044.00	\$6,500.00	\$0.00
Elizabeth	Church of the Transfiguration	\$30,677.00	\$3,068.00	\$214.75
Fort Collins	St. Thomas Church		\$284.00	\$0.00
Fox Chapel	Christ Church Fox Chapel	\$627,230.00	\$47,042.00	\$0.00
Franklin	St. John's Anglican Church	\$299,635.00	\$13,500.00	\$0.00
Georgetown	St. Luke's Anglican Church	\$25,000.00	\$2,500.00	\$250.00
Gibsonia	St. Thomas Anglican Church, Inc.	\$194,061.00	\$18,336.00	\$1,834.00
Glenshaw	Church of Our Saviour	\$5,000.00	\$900.00	\$0.00
Greensburg	Christ's Church	\$216,944.20	\$15,799.00	\$0.00
Grove City	Grace Anglican Church	\$239,490.00	\$24,000.00	\$0.00
Harrisburg	Good Shepherd Anglican Mission	\$17,286.00	\$2,100.00	\$0.00
Homer City	Harvest Anglican Church	\$3,196.00	\$1,800.00	\$0.00
Hopewell	Prince of Peace Church	\$211,460.08	\$20,000.00	\$2,000.00
Johnstown	St. Matthew's Anglican Church	\$61,944.00	\$4,200.00	\$200.00
Leechburg	Holy Innocents Anglican Church	\$35,772.00	\$2,275.00	\$227.50
Ligonier	Epiphany Anglican Fellowship	\$105,974.00	\$10,483.56	\$0.00
Monongahela	True Vine Anglican Church	\$42,000.00	\$2,800.00	\$330.00
Monroeville	St. Martin's Anglican Church	\$81,558.00	\$7,776.00	\$0.00
Mt. Washington	Grace-on-the-Mount Anglican Church	\$91,740.00	\$7,820.00	\$782.00
Murrysville	St. Alban's Anglican Church	\$209,884.00	\$17,002.50	\$1,190.18
Nashville	Church of the Redeemer		\$60,000.00	\$0.00
Natrona Heights	Christ Our Hope	\$145,366.75	\$14,880.00	\$1,488.00
New Brighton	Christ Anglican Church	\$121,845.02	\$10,978.20	\$1,097.82
North Fayette	Mosaic Church	\$218,134.00	\$18,500.00	\$0.00
Oakland	Church of the Ascension	\$1,681,576.86	\$154,350.00	\$0.00
Patton	Trinity Anglican Church	\$12,726.00	\$1,375.00	\$50.00
Penn Hills	Reconciliation Anglican Church	\$86,245.30	\$600.00	\$602.04

LOCATION	CONGREGATION	2019 OPERATING INCOME	2021 GODLY SHARE CONFIRMED PLEDGE	2021 GROWTH FUND PLEDGE
Pittsburgh	Incarnation Church (Anglican)	\$40,126.00	\$4,012.65	\$202.89
Sewickley	St. Stephen's Church	\$1,850,016.00	\$182,076.00	\$0.00
Somerset	Somerset Anglican Fellowship	\$62,491.51	\$5,430.00	\$452.50
South Hills	Redeemer Parish	\$267,045.70	\$26,706.00	\$2,500.00
Springfield	All Saints Anglican Church		\$15,360.00	\$0.00
State College	Incarnation Anglican Church		\$1,500.00	\$0.00
Templeton	St. Mary's Anglican Church	\$4,391.59		
Uniontown	St. Peter's Parish Church	\$197,865.00	\$18,710.00	\$349.00
Uptown	Shepherd's Heart Fellowship	\$98,511.00	\$10,000.00	\$700.00
Washington	Trinity Church	\$200,053.00	\$16,000.00	\$0.00
Wheaton	All Souls Anglican Church		\$6,373.00	\$0.00
TOTAL		\$8,713,394.79	\$856,414.73	\$14,820.68

Auditor's Report



GROSSMAN YANAK & FORD LLP
Certified Public Accountants and Consultants



ANGLICAN DIOCESE OF PITTSBURGH

**Financial Statements for the Years Ended December 31, 2019
and 2018 and Independent Auditors' Report**

ANGLICAN DIOCESE OF PITTSBURGH

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INDEPENDENT AUDITORS' REPORT

To the Board of Trustees of
Anglican Diocese of Pittsburgh

We have audited the accompanying financial statements of Anglican Diocese of Pittsburgh (the "Diocese" - a nonprofit organization), which comprise the statements of financial position as of December 31, 2019 and 2018, and the related statements of activities and changes in net assets, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Diocese as of December 31, 2019 and 2018, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Grossman Yanak + Ford LLP

Pittsburgh, Pennsylvania
July 31, 2020

ANGLICAN DIOCESE OF PITTSBURGH

**STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2019 AND 2018**

<u>ASSETS</u>	<u>2019</u>	<u>2018</u>
Cash and cash equivalents	\$ 197,460	\$ 172,246
Receivables, net	70,895	110,909
Prepaid expenses	3,250	796
Notes receivable	30,661	24,119
Certificates of deposit	372,000	485,000
Property and equipment, net	<u>125,273</u>	<u>-</u>
TOTAL ASSETS	<u>\$ 799,539</u>	<u>\$ 793,070</u>
<u>LIABILITIES AND NET ASSETS</u>		
LIABILITIES:		
Accounts payable	\$ 10,450	\$ 13,620
Accrued other liabilities	3,743	1,957
Funds held for others	4,265	4,165
Note payable	<u>100,000</u>	<u>50,000</u>
Total	<u>118,458</u>	<u>69,742</u>
NET ASSETS:		
Without donor restrictions	66,626	5,248
With donor restrictions	<u>614,455</u>	<u>718,080</u>
Total	<u>681,081</u>	<u>723,328</u>
TOTAL LIABILITIES AND NET ASSETS	<u>\$ 799,539</u>	<u>\$ 793,070</u>

See notes to financial statements.

ANGLICAN DIOCESE OF PITTSBURGH

**STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2019**

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUE AND OTHER SUPPORT:			
Congregational Godly Share	\$ 909,442		\$ 909,442
Contributions and grants	36,919	\$ 85,760	122,679
Interest income	1,531	11,811	13,342
Net assets released from restrictions	<u>201,196</u>	<u>(201,196)</u>	<u>-</u>
Total	<u>1,149,088</u>	<u>(103,625)</u>	<u>1,045,463</u>
EXPENSES:			
Office of the Bishop	452,671	-	452,671
Congregational mission	154,973	-	154,973
Beyond the Diocese	95,349	-	95,349
Transformational networks	13,492	-	13,492
Office of administration	<u>371,225</u>	<u>-</u>	<u>371,225</u>
Total expenses	<u>1,087,710</u>	<u>-</u>	<u>1,087,710</u>
INCREASE (DECREASE) IN NET ASSETS	61,378	(103,625)	(42,247)
NET ASSETS, BEGINNING OF YEAR	<u>5,248</u>	<u>718,080</u>	<u>723,328</u>
NET ASSETS, END OF YEAR	<u>\$ 66,626</u>	<u>\$ 614,455</u>	<u>\$ 681,081</u>

See notes to financial statements.

ANGLICAN DIOCESE OF PITTSBURGH

STATEMENT OF ACTIVITIES AND CHANGES IN NET ASSETS FOR THE YEAR ENDED DECEMBER 31, 2018

	Without Donor Restrictions	With Donor Restrictions	Total
REVENUE AND OTHER SUPPORT:			
Congregational Godly Share	\$ 818,893		\$ 818,893
Contributions and grants	32,198	\$ 76,638	108,836
Interest income	1,305	9,391	10,696
Net assets released from restrictions	<u>98,411</u>	<u>(98,411)</u>	<u>-</u>
Total	<u>950,807</u>	<u>(12,382)</u>	<u>938,425</u>
EXPENSES:			
Office of the Bishop	398,132	-	398,132
Congregational mission	58,518	-	58,518
Beyond the Diocese	102,092	-	102,092
Transformational networks	11,549	-	11,549
Office of administration	<u>422,706</u>	<u>-</u>	<u>422,706</u>
Total expenses	<u>992,997</u>	<u>-</u>	<u>992,997</u>
DECREASE IN NET ASSETS	(42,190)	(12,382)	(54,572)
NET ASSETS, BEGINNING OF YEAR	<u>47,438</u>	<u>730,462</u>	<u>777,900</u>
NET ASSETS, END OF YEAR	<u>\$ 5,248</u>	<u>\$ 718,080</u>	<u>\$ 723,328</u>

See notes to financial statements.

ANGLICAN DIOCESE OF PITTSBURGH

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2019**

	PROGRAM SERVICES						
	<u>Office of the Bishop</u>	<u>Congre- gational Mission</u>	<u>Beyond the Diocese</u>	<u>Transfor- mational Networks</u>	<u>Total Program Services</u>	<u>General and Administrative</u>	<u>Total</u>
EXPENSES:							
Salaries and benefits	\$ 314,940	\$ 142,478	-	-	\$ 457,418	\$ 172,058	\$ 629,476
Provincial tithe	-	-	\$ 86,663	-	86,663	-	86,663
Rent and utilities	-	-	-	-	-	65,439	65,439
Grants	52,392	5,000	-	-	57,392	-	57,392
Travel and automobile	34,639	6,644	-	-	41,283	4,527	45,810
Miscellaneous	4,823	200	-	\$ 9,125	14,148	29,702	43,850
Business	12,086	651	3,500	-	16,237	21,660	37,897
Office supplies	25,629	-	-	-	25,629	9,650	35,279
Technology services and support	2,976	-	-	1,722	4,698	26,969	31,667
Insurance	-	-	-	-	-	21,642	21,642
Conferences and conventions	5,180	-	5,186	2,645	13,011	-	13,011
Professional services and fees	6	-	-	-	6	12,844	12,850
Depreciation	-	-	-	-	-	5,984	5,984
Interest	-	-	-	-	-	750	750
TOTAL	\$ 452,671	\$ 154,973	\$ 95,349	\$ 13,492	\$ 716,485	\$ 371,225	\$ 1,087,710

See notes to financial statements.

ANGLICAN DIOCESE OF PITTSBURGH

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED DECEMBER 31, 2018**

	PROGRAM SERVICES						<u>Total</u>
	<u>Office of the Bishop</u>	<u>Congre- gational Mission</u>	<u>Beyond the Diocese</u>	<u>Transfor- mational Networks</u>	<u>Total Program Services</u>	<u>General and Administrative</u>	
EXPENSES:							
Salaries and benefits	\$ 277,757	\$ 35,071	-	\$ 2,000	\$ 314,828	\$ 219,296	\$ 534,124
Rent and utilities	-	-	-	-	-	103,016	103,016
Provincial tithe	-	-	\$ 88,863	-	88,863	-	88,863
Grants	44,116	21,530	-	-	65,646	-	65,646
Travel and automobile	38,941	1,219	-	-	40,160	8,270	48,430
Business	14,747	-	6,000	-	20,747	12,711	33,458
Technology services and support	2,924	-	-	2,092	5,016	23,241	28,257
Miscellaneous	3,021	698	-	3,881	7,600	16,408	24,008
Office supplies	14,759	-	-	-	14,759	3,971	18,730
Insurance	-	-	-	-	-	22,322	22,322
Professional services and fees	15	-	-	-	15	13,471	13,486
Conferences and conventions	<u>1,852</u>	<u>-</u>	<u>7,229</u>	<u>3,576</u>	<u>12,657</u>	<u>-</u>	<u>12,657</u>
TOTAL	<u>\$ 398,132</u>	<u>\$ 58,518</u>	<u>\$ 102,092</u>	<u>\$ 11,549</u>	<u>\$ 570,291</u>	<u>\$ 422,706</u>	<u>\$ 992,997</u>

See notes to financial statements.

ANGLICAN DIOCESE OF PITTSBURGH

**STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018**

	<u>2019</u>	<u>2018</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Decrease in net assets	\$ (42,247)	\$ (54,572)
Adjustments to reconcile changes in net assets to net cash provided by (used in) operating activities:		
Depreciation	5,984	-
(Increase) decrease in:		
Receivables	40,014	106,636
Prepaid expenses	(2,454)	43,551
Increase (decrease) in:		
Accounts payable	(3,170)	3,778
Accrued other liabilities	1,786	477
Funds held for others	<u>100</u>	<u>(384,287)</u>
Net cash provided by (used in) operating activities	<u>13</u>	<u>(284,417)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Issuance of notes receivable	(15,000)	-
Proceeds from notes receivable	8,458	6,583
Purchase of property and equipment	(131,257)	-
Purchases of certificates of deposit	(250,000)	(485,000)
Proceeds from redemptions of certificates of deposit	<u>363,000</u>	<u>480,000</u>
Net cash provided by (used in) investing activities	<u>(24,799)</u>	<u>1,583</u>
CASH FLOWS FROM FINANCING ACTIVITIES:		
Repayment of note payable	(50,000)	(50,000)
Borrowings under note payable	<u>100,000</u>	<u>-</u>
Net cash provided by (used in) financing activities	<u>50,000</u>	<u>(50,000)</u>
NET INCREASE (DECREASE) IN CASH AND CASH EQUIVALENTS	25,214	(332,834)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>172,246</u>	<u>505,080</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>\$ 197,460</u>	<u>\$ 172,246</u>
SUPPLEMENTAL DISCLOSURE OF CASH FLOW INFORMATION:		
Cash paid for interest	<u>\$ 750</u>	<u>\$ -</u>

See notes to financial statements.

ANGLICAN DIOCESE OF PITTSBURGH

NOTES TO FINANCIAL STATEMENTS FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity - The Anglican Diocese of Pittsburgh (the "Diocese") was formed on October 20, 2009 and is affiliated with the Anglican Province in the United States, the Anglican Church in North America ("ACNA"). The Diocese provides religious assistance, guidance and governance to approximately 60 congregations, most of which are member congregations in the greater Pittsburgh area.

The financial statements of the Diocese reflect the combination of the operating and other funds of the Diocese including funds without donor restrictions, the Diocesan Growth Fund, Archbishop Duncan Legacy Fund and other funds with donor restrictions.

Tax-Exempt Status - The Diocese has been classified as a tax-exempt, non-profit organization under Section 501(a) of the Internal Revenue Code. Accordingly, no provision for federal income tax is required.

Basis of Accounting - The accounts of the Diocese are maintained on the accrual basis.

Adoption of New Accounting Standards – Effective January 1, 2019, the Diocese adopted Financial Accounting Standards Board ("FASB") Accounting Standards Update ("ASU") 2014-09, *Revenue from Contracts with Customers* (Topic 606) and ASU 2018-08, *Not-For-Profit Entities (Topic 958), Clarifying the Scope and Accounting Guidance for Contributions Received and Contributions Made*.

Topic 606 supercedes the revenue recognition requirements in Topic 605 *Revenue Recognition* and requires entities to recognize revenue to depict the transfer of promised goods or services to customers in an amount that reflects the consideration to which the entity expects to be entitled in exchange for goods or services. Additional disclosures are also required. The Diocese's adoption did not result in any changes to how it records revenue. However, the required disclosures have been incorporated in the following paragraph.

Member congregations and mission fellowships support the Diocese through Congregational Godly Share contributions; such support is typically a tithe of a congregation's operating income and reflects a spiritual commitment of the congregation. Congregational Godly Share contributions are recognized as revenue during the year to which the contribution pertains, and a receivable is reflected for any amounts received after the end of the pertinent year. Adjustments to previous years' estimates of collectible receivables are reflected in the year in which the adjustment is made; approximately \$23,000 of 2019 and 2018

Congregational Godly Share revenue resulted from collections of 2018 and 2017 amounts in excess of the estimated receivable.

ASU 2018-08 clarifies and improves guidance for contributions received and contributions made, and provides guidance on how to account for certain exchange transactions. This change is preferable in that it clarifies whether to account for transactions as contributions or as exchange transactions. In addition, it clarifies whether a contribution is conditional. As a result, it enhances comparability of financial information among not-for-profit entities. The Diocese's adoption did not result in any changes to how it records contributions.

Financial Statement Presentation - The Diocese reports information regarding its financial position and activities according to two classes of net assets: net assets without donor restrictions and net assets with donor restrictions.

Net assets without donor restrictions result from contributions that are not restricted by donor-imposed restrictions. Net assets without donor restrictions are delineated at Note 9. Net assets with donor restrictions result from contributions whose use by the Diocese is limited by donor-imposed stipulations that either expire by the passage of time or can be fulfilled and removed by the actions of the Diocese pursuant to those stipulations. Net assets with donor restrictions are delineated at Note 10.

Use of Estimates - The preparation of financial statements in conformity with U.S. generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the dates of the financial statements and the reported amounts of revenues and expenses during the reporting periods. Actual results could differ from these estimates.

Cash and Cash Equivalents - The Diocese considers all highly liquid debt instruments with original maturities of three months or less to be cash equivalents. Also, the Diocese maintains, at financial institutions, cash which may exceed federally insured limits at times and which may at times exceed statement of financial position amounts due to outstanding checks.

Receivables - Receivables consist of amounts due from member congregations, as well as unconditional promises to give from donors, and are stated at the amount management expects to collect, net of any allowance for doubtful accounts or unamortized present value discounts. A valuation allowance is provided for those receivables for which collection is doubtful; uncollectible amounts are written off and charged against the allowance. Increases in the allowance are charged against other expense. Because of the inherent uncertainties in estimating the collection of receivables and the allowance for doubtful accounts, it is at least reasonably possible that the estimates used will change within the near term.

Certificates of Deposit - Certificates of deposit are stated at cost and have original maturities of fifteen months or less. Purchases and sales of certificates of deposit are reflected on a trade date basis.

Property and Equipment - The Diocese capitalizes fixed asset purchases and major improvements and betterments that are valued at \$5,000 or more and have a useful life greater than one year. Property and equipment are stated at cost, and are depreciated using the straight-line method based on the estimated useful life or lease term of the related assets which range from four to five years.

Funds Held for Others - Cash held by the Diocese on behalf of member congregations and affiliated organizations is reflected as funds held for others in the statement of financial position.

Availability of Financial Assets - The Diocese's financial assets available within one year of December 31, 2019 and 2018 are as follows:

	<u>2019</u>	<u>2018</u>
Cash and cash equivalents	\$ 197,460	\$ 172,246
Receivables	70,895	110,909
Notes receivable - current portion	9,855	6,783
Certificates of deposit	<u>372,000</u>	<u>485,000</u>
Total financial assets	650,210	774,938
Less those unavailable for general expenditures within one year:		
Funds held for others	(4,265)	(4,165)
Donor restricted funds	<u>(614,455)</u>	<u>(718,080)</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 31,490</u>	<u>\$ 52,693</u>

The Diocese annually adopts an operating budget. Any cash in excess of immediate needs with or without donor restrictions is invested in short-term certificates of deposit.

Expense Allocation - The costs of providing various program and other activities have been summarized on a functional basis in the statement of functional expenses. Accordingly, certain costs have been allocated among the programs and supporting services benefited. Most expenses are directly charged to specific programs or supporting services.

Reclassifications - Certain amounts in the 2018 financial statements have been reclassified to conform with the 2019 presentation.

Subsequent Events - Management has evaluated subsequent events through July 31, 2020, the date which the financial statements were available to be issued.

These financial statements were issued in the midst of domestic and global uncertainty surrounding the COVID-19 pandemic. Relatedly, the Diocese has received a loan of \$97,600 under the Paycheck Protection Program. All or a portion of the loan may be forgiven in accordance with the requirements of the program. The Diocese continues to monitor and evaluate its options under various available assistance programs. The ultimate outcome of this situation and the effects, if any, on the financial position and activities of the Diocese cannot be determined at this time.

2. RECEIVABLES

Receivables consisted of the following at December 31, 2019 and 2018:

	<u>2019</u>	<u>2018</u>
Pledges receivable	\$ 15,950	\$ 94,681
Congregational Godly Share receivable	42,408	18,372
Insurance receivables from congregations	18,805	14,797
Other	3,632	5,059
Allowance for doubtful pledges	<u>(9,900)</u>	<u>(22,000)</u>
Receivables, net	<u>\$ 70,895</u>	<u>\$ 110,909</u>

Pledges receivable are the result of the Archbishop Duncan Legacy fund campaign, which was initiated in 2016. The pledges are expected to be collected in 2020; as such, no present value discount has been provided due to its insignificance.

3. NOTES RECEIVABLE

The Diocese has term notes receivable from congregations that bear interest at 3% and are payable in monthly installments. Interest is recognized ratably over the term of the loans and is calculated using the simple-interest method.

The first note is secured by a mortgage, matures in April 2023, and had a balance of \$12,559 and \$16,087 at December 31, 2019 and 2018, respectively. The second note is unsecured, matures in May 2021, and had a balance of \$4,776 and \$8,032 at December 31, 2019 and 2018, respectively. In June 2019, the Diocese issued a third unsecured note to another congregation that matures in June 2024, and had a balance of \$13,326 at December 31, 2019.

4. PROPERTY AND EQUIPMENT

Property and equipment at December 31, 2019 and 2018 consisted of the following:

	<u>2019</u>	<u>2018</u>
Leasehold improvements	\$ 99,733	-
Software	31,524	-

Vehicle	_____ -	\$ <u>18,130</u>
Total	\$ 131,257	18,130
Less accumulated depreciation	_____ (5,984)	_____ (18,130)
Property and equipment, net	<u>\$ 125,273</u>	<u>\$ -</u>

Depreciation expense for the year ended December 31, 2019 was \$5,984. There was no depreciation expense for the year ended December 31, 2018.

5. OPERATING LEASES

The Diocese leases office space and equipment under operating leases that expire at various dates through November 2023. Rent expense was \$47,799 and \$89,806 for the years ended December 31, 2019 and 2018, respectively.

The future minimum lease obligations for years subsequent to 2019 are as follows:

2020	\$ 44,968
2021	44,968
2022	43,284
2023	<u>33,000</u>
Total	<u>\$ 166,220</u>

6. NOTES PAYABLE

The Diocese was party to a noninterest-bearing note payable to a member congregation, which had a balance of \$50,000 at December 31, 2018. The proceeds from the note were used to support certain legal efforts of the Diocese. This outstanding balance was repaid in 2019.

On August 14, 2019, the Diocese entered into a note payable with a benefactor, the proceeds from which were used to support renovation efforts at the Diocesan offices. The note bears interest at 3%. Interest only payments are due on December 31, 2019, which was paid prior to December 31, 2019, and March 31, 2020. Thereafter, quarterly principal installments of \$5,000, plus accrued interest, are due through March 2025. The outstanding balance at December 31, 2019 was \$100,000.

The aggregate maturities of the aforementioned note payable for the years subsequent to December 31, 2019 are as follows:

2020	\$ 15,000
2021	20,000
2022	20,000
2023	20,000

2024	\$ 20,000
Thereafter	<u>5,000</u>
Total	<u>\$ 100,000</u>

7. RETIREMENT PLANS

The Diocese maintains a 401(k) plan for all eligible lay employees that have completed one year of service (at least 1,000 hours). Participants in the plan are allowed to contribute a portion of their eligible compensation, not to exceed IRS maximums. The Diocese contributed 11% of all participant's eligible compensation and matched employee contributions up to 4% of the participant's eligible compensation. The Diocese's contributions to the plan during the years ended December 31, 2019 and 2018 were \$26,177 and \$22,109, respectively. Employer and employee contributions are immediately vested.

The clergy in the Diocesan office participate in the ACNA Plan, a church-wide defined contribution pension plan. Total contributions by the Diocese were \$37,134 for each of the years ended December 31, 2019 and 2018.

8. DIOCESAN INSURANCE PROGRAM

The Diocese administers an insurance program for the benefit of its member congregations. The program seeks to minimize property, directors and officers, and workers' compensation insurance costs for the Diocese and participating congregations through central management and placement of insurance coverage. The pro rata share of the cost of insurance premiums is billed to participating congregations and other participating Diocesan organizations.

Billings to the participating congregations and other affiliated organizations for property, directors and officers, and workers' compensation insurances were approximately \$152,000 for each of the years ended December 31, 2019 and 2018. At December 31, 2019 and 2018, receivables of \$18,805 and \$14,797, respectively, were outstanding related to the insurance program.

9. NET ASSETS WITHOUT DONOR RESTRICTIONS

Net assets without donor restrictions at December 31, 2019 and 2018 consisted of the following:

	<u>2019</u>	<u>2018</u>
Undesignated	\$ 43,927	\$ 7,763
Invested in property, net of debt	25,273	-
Budget reserve fund	67,995	82,868
Other funds	19,431	14,617
Staying faithful defense fund	<u>(90,000)</u>	<u>(100,000)</u>
Net assets without donor restrictions	<u>\$ 66,626</u>	<u>\$ 5,248</u>

10. NET ASSETS WITH DONOR RESTRICTIONS

Net assets with donor restrictions at December 31, 2019 and 2018 were available for the following purposes:

	<u>2019</u>	<u>2018</u>
Archbishop Duncan Legacy fund	\$ 422,316	\$ 532,204
Growth fund	186,816	171,464
Bishop's and canon's fund	2,188	11,279
Other funds	<u>3,135</u>	<u>3,133</u>
Total	<u>\$ 614,455</u>	<u>\$ 718,080</u>

11. PROVINCIAL SUPPORT

The Diocese supports the mission of ACNA through a tithe of its operating income and other contributions. The Diocese contributed approximately \$87,000 and \$89,000 to ACNA for the years ended December 31, 2019 and 2018, respectively, which was included in Beyond the Diocese expense in the statement of activities.
