



# **Journal of the 53rd Annual Meeting of the Convention of the Episcopal Diocese of Hawai'i**

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Online via Zoom Honolulu, Hawai'i

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October 22-23, 2021

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## Section I: Organization Of The Episcopal Church And Diocese Of Hawai‘i Directory

### Organization of the Episcopal Church

Presiding Bishop	The Most Rev. Michael Bruce Curry
Episcopal Church Center Office	815 Second Avenue New York, New York 10017
The Presiding Bishop’s Official Seat	National Cathedral of St. Peter and St. Paul Washington, D.C.
Province VIII President	Mr. Warren Wong

### Diocese of Hawai‘i Directory

(Province VIII)

Bishop	The Rt. Rev. Robert L. Fitzpatrick
Treasurer	Mr. Peter C. Pereira
Chancellor	Mr. Wayne Yoshigai, Esq.
Vice Chancellor	Mr. Kevin W. Herring, Esq.
Historiographer	Mr. Stuart Ching
Registrar	Ms. Rae Costa
Episcopal Church Women	Ms. Louise Aloy
St. Andrew’s Schools	Dr. Ruth Fletcher, Head of School standrewsschools.org
Episcopal Camp and Conference Center at Mokulē‘ia	The Rev. Darrell Whitaker, Executive Director campmokuleia.com
A Cup of Cold Water	Ms. Deb Lynch episcopalhawaii.org/a-cup-of-cold-water.html
Diocesan Support Center	229 Queen Emma Square, Honolulu HI 96813
Telephone	(808) 536-7776
Fax	(808) 538-7194
Diocesan Website	<a href="http://www.episcopalhawaii.org">www.episcopalhawaii.org</a>

## Standing Committee

Name	Year	Name	Year
The Rev. Mahi Beimes	2021	Ms. Fran Kramer	2024
The Rev. Libby Berman	2024	The Rev. Daniel Leatherman,	2023
Mr. John Decker	2023	Mr. Chuck Spence	2021
Ms. Sylvia DeGooyer, <b>President</b>	2022	The Rev. Raymond Woo	2022

## Diocesan Council

The Rt. Rev. Robert L. Fitzpatrick, President

Mr. Peter C. Pereira, Treasurer

Name	Year	Name	Year
Ms. Kimberly Arakawa	2021	Mr. Trip Lynch, <b>Asst. Treasurer</b>	2022
Mr. Tim Bostock	2023	Ms. Phyllis Miller	2023
The Rev. Christopher Bridges, <b>Vice President</b>	2021	Ms. Nancy Rowe, <b>Asst. Secretary</b>	2023
Ms. Cheryl Corbiell	2022	Mr. Nelson Secretario	2021
The Rev. Bruce DeGooyer	2023	The Rev. John A. Hau'oli Tomoso, <b>Secretary</b>	2021
The Rev. Mark Haworth	2022		

## Commission on Ministry

Name	Year	Name	Year
The Rev. Charles Browning	2024	Ms. Carrie-Anne Kokubun, <b>Chair</b>	2021
The Rev. M. Keleawe Hee	2022	Ms. Shari Lynn	2024

## Commission on Finance and Administration

Name	Name
The Rev. Bruce DeGooyer, Co-Chair	Mr. James Putnam, Co-Chair
Ms. Jan Hashizume	Ms. Cindy Sakai
Mr. Joe Kindrich	The Rev. Hau'oli Tomoso

## Commission on Investments

Name	Name
The Rev. Preson Lentz	Ms. Sheryl Seaman, <b>Chair</b>
Mr. Trip Lynch	Ms. Jaime Yamane, <b>Secretary</b>
Ms. Kathy Sato	

## Section II: Journal of Proceedings

THE 53<sup>RD</sup> ANNUAL MEETING OF THE CONVENTION  
OF THE EPISCOPAL DIOCESE OF HAWAI‘I CONVENED VIRTUALLY  
IN HONOLULU, HAWAI‘I

Saturday, October 23, 2021

The Order of Business of the Convention  
The Right Reverend Robert L. Fitzpatrick, Bishop, Presiding

### **Convening of the 53<sup>rd</sup> Annual Meeting of the Convention**

The 53<sup>rd</sup> Annual Meeting of the Convention of the Diocese of Hawai‘i was called to order at 8:50am.

The Bishop led the Convention in prayer.

### **Quorum Report of the Credentials Committee**

Ms. Jill Haworth, chair of the Credentials Committee offered the quorum report.

#### **Clergy Quorum**

The total number of Clergy in good standing who are both canonically resident and domiciled or Clergy of a denomination in Full Communion with The Episcopal Church and installed as Rector, Vicar, priest-in-charge, Associates, Curates, or Youth Ministers of an Episcopal Church in the Diocese of Hawai‘i, as per Diocesan Canon 1.1 was 71. One-third of this number is required to constitute a quorum. The minimum number of Clergy required to be present & registered to constitute a quorum was 24. The number of Clergy present and registered for this

meeting who are in good standing and both canonically resident and domiciled OR Clergy as per Diocesan Canon 1.1 is 48. A Clergy quorum was present.

## Lay Quorum

*The following lay quorum is with regard to the 33 parishes and organized missions that had paid their 2020 assessments in full. The total number of possible lay Delegates permitted under Article III, Section 2 is 136*

To constitute a quorum, a majority of this number is required to be present and registered. X .5

That number must be greater than: 68

There are 108 Delegates present and registered for this meeting.

A lay quorum is present.

**This Convention has a quorum in both orders and is duly constituted.**

## Granting of Seat and Voice

Ms. Jill Haworth moved, on behalf of the Credentials Committee, that the following receive seat and voice at this Meeting:

A. Lay Members of the Diocesan Council who are registered, but not Delegates

1. Kim Arakawa (registered)
2. Tim Bostock (registered)

B. Lay Members of the Standing Committee who are registered, but not Delegates

1. Sylvia DeGooyer (registered)
2. Chuck Spence (registered)

C. Guests

1. Dixie Kaetsu (registered)

Seat and Voice Poll launched. Motion was passed.

## **Adoption of Agenda**

Agenda- page 3 of the e-Workbook.

There are 4 special orders of Business:

- A. Camp Mokulē'ia
- B. Prison Ministry
- C. Diocesan Support Center Transition
- D. Hālau Wa'a

The Chair of Dispatch of Business moved the adoption of the agenda. The motion was passed. Agenda was adopted.

## **Report on Nominations:**

### *Ballot A-1*

E-workbook Page 91 of the e-Workbook, sample Ballot A-1: Diocesan Council – Clergy At-Large. There were two seats open, each for a three-year term.

There were 3 nominations received and their completed nomination forms can be found on pages 81-83:

- Chris Bridges
- Kawika Jackson
- Andrew Walmisley

No nominations were received from the floor.

### *Ballot B-1*

E-workbook page 92, Ballot B-1: Diocesan Council – Lay at-Large. There was one seat open for a three-year term.

There was 1 nomination received and her completed nomination form can be found on page 83:

- Kim Arakawa

No nominations were received from the floor.

### *Ballot C-1*

E-workbook page 93 you will find Ballot C-1: Diocesan Council – Lay Kaua'i County. There is one seat open for a three-year term.



There was 1 nomination received and his completed nomination form can be found on page 83-84:

- Bill Caldwell

No nominations were received from the floor.

*Ballot D-1*

E-workbook page 94, Ballot D-1: Standing Committee – Clergy at-Large. There was one seat open for a four-year term.

There was 1 nomination received and his completed nomination form can be found on page 85:

- John Hau'oli Tomoso

No nominations were received from the floor.

*Ballot E-1*

E-workbook page 95, Ballot E-1: Standing Committee – Lay at-Large. There was one seat open for a four-year term.

There was 1 nomination received and his completed nomination form can be found on pages 85-86:

- William Bonnet

No nominations were received from the floor.

*Ballot F-1*

E-workbook page 96, Ballot F-1: Cathedral Chapter – Clergy. There was one seat open for a two-year term.

There was 1 nomination received and his completed nomination form can be found on page 87:

- Keleawe Hee

No nominations were received from the floor.

*Ballot G-1*

E-workbook page 97, Ballot G-1: Cathedral Chapter – Lay. There is one seat open for a two-year term.

There were 2 nominations received and their completed nomination forms can be found on pages 87-88:

- Lindbergh Marzo

- Phyllis Miller

No nominations were received from the floor.

*Ballot H-1*

E-workbook page 98, Ballot H-1: Secretary to Convention. There is one seat open for a one-year term.

There was 1 nomination received and her completed nomination form can be found on page 89:

- Annalise Pasalo

No nominations were received from the floor.

*Ballots Ia-1 & Ib-1*

E-workbook pages 99 and 100, Ballots Ia-1 and Ib-1. These were the canonically required ballots to confirm the Bishop's appointments. The Canons require that this be done by ballot and delegates were asked to vote yes or no to confirm.

## **Report on Resolutions**

Four resolutions were received before the 45-day filing deadline in the Convention's Rules of Order. The Resolutions were listed in the e-Workbook on pages 13 to 80:

**Resolution 1:** 2022 Minimum Clergy Compensation and Benefits Policy of the Episcopal Diocese of Hawai'i

**Resolution 2:** Revisions to the Canons of the Protestant Episcopal Church in the Diocese of Hawai'i

**Resolution 3:** Making Climate Change and Global Warming More Central to the Parishes of Hawai'i

**Resolution 4:** Calling for Collaborative Creation Care

Convention was able to act on these Resolutions.

No resolutions were received from the floor.

The report on the agenda, nominations, and resolutions was concluded.

Voting began. Votes were taken by poll.

**Special Order of Business:** Camp Mokulē'ia video.

The convention was in recess for 15 minutes.

### **Report on the 1<sup>st</sup> Ballots**

Secretary Annalise Pasalo reported on 1st ballots:

Ballot B-1 – Diocesan council, Lay at large (3-year term)

80 votes were necessary for election. 159 votes were cast. There were 3 blank ballots. 162 ballots were received. There were no illegal votes. Kim Arakawa received 157 votes. Kim Arakawa was elected.

Ballot A-1- Diocesan Council- Clergy-At-Large (3-year term)

79 votes were necessary for election. 157 votes were cast. There were 4 blank ballots. 161 ballots were received. No illegal votes. Christopher Bridges received 115 votes. Kawika Jackson received 124 votes. Andrew Walmisley received 33 votes. Christopher Bridges and Kawika Jackson were elected.

Ballot C-1

80 votes were necessary for election. 159 votes were cast. There were 3 blank ballots. 162 ballots were received. Bill Caldwell received 155 votes. Bill Caldwell was elected.

Ballot D-1

80 votes were necessary for election. 159 votes were cast. There were 3 blank ballots. There were no illegal votes. 162 ballots were received. No illegal votes. John A Hau'oli Tamoso received 154 votes. John A Hau'oli Tamoso was elected.

Ballot E-1

80 votes were necessary for election. 159 votes were cast. There were 3 blank ballots. 162 ballots were received. There were no illegal votes. William Bonnett received 153 votes. William Bonnett was elected.

Ballot F-1

80 votes were necessary for election. 159 votes were cast. There were 3 blank ballots. 162 ballots were received. There were no illegal votes. Keleawe Hee received 158 votes. Keleawe Hee was elected.

Ballot G-1

80 votes were necessary for election. 159 votes were cast. There were 3 blank ballots. 162 ballots were received. There were no illegal votes. Lindbergh Marzo received 67 votes. Miller Phyllis received 87 votes. Miller Phyllis was elected.

#### Ballot H-1

80 votes were necessary for election. 159 votes were cast. There were 3 blank ballots. 162 ballots were received. There were no illegal votes. Annalise Pasalo received 161 votes. Annalise Pasalo was elected.

#### Ballot Ia-1

79 votes were necessary for election. 157 votes were cast. There were 4 blank ballots. 161 ballots were received. There were no illegal votes. All nominations were confirmed.

#### Ballot Ib-1

75 votes were necessary for election. 149 votes were cast. There were 8 blank ballots. 157 ballots were received. There were no illegal votes. All nominations were confirmed.

### **The Bishop's Address**

The Bishop's Address was shown as a video, recorded October 9<sup>th</sup>, 2021.

### **The Response to the Bishop's Address**

The response to the Bishop's Address, offered by The Rev. Christopher Bridges, Roth Puahala, The Rev. Libby Berman, and John Decker, was shared as a video.

### **Treasurer's Report by Title**

The Chair of the Dispatch of business moved the adoption of the Treasurer's Report as found on pages 138-155 of the e-Workbook.

There was discussion and questions regarding the Treasurer's Report.

The motion was passed. The Treasurer's report was adopted.

### **Consideration of Resolution #1**

The first resolution considered was the "2022 Minimum Clergy Compensation and Benefits Policy of the Episcopal Diocese of Hawai'i" which states: BE IT RESOLVED, that the 2022 Minimum Clergy Compensation and Benefits Policy of the Episcopal Diocese of Hawai'i be adopted.

There was no recommendation on this Resolution because it was, in fact, a report and resolution directly to Convention as required by Diocesan Canon 38.

The resolution was passed by simple majority.  
The convention recessed for 30 minutes.

### **Special Order of Business: Prison Ministry Video**

### **2022 Budget Motion**

The Rev. Hau‘oli Tomoso, the secretary of diocesan council, moved adoption of the budget on behalf of the Council.

The 2022 budget presentation was shared as a video.

There was discussion regarding the Treasurer’s Report.

The 2022 Budget Motion passed. The budget was adopted.

### **Consideration of Resolution #2:**

The second resolution considered was “Revisions to the Canons of the Protestant Episcopal Church in the Diocese of Hawai‘i.”

The Rev. David Gierlach reported on the recommendation of the Committee on Constitution and Canons, which was to move adoption of Resolution #2

There was discussion of the resolution.

**Amendment 1:** Moving an amendment that anywhere a plural pronoun has been used to be gender neutral that we substitute he/she/they, his/her/theirs.

Bill Caldwell seconded.

There was discussion of the amendment.

The amendment was amended to say that where pronouns are used the options are she/he/they and hers/his/theirs and other similar pronouns.

Chaz Hill seconded the amendment to the amendment.

Moving on the amendment to the amendment.

There were 75 votes yay and 32 votes nay at the time the poll closed. Amendment to the amendment passed.

Discussion of the amendment. Original amendment changed, which has been recorded above.

The motion passed with 86 votes yay and 26 votes nay. Amendment passed.

**Amendment 2:** Bill Caldwell moved to replace pronouns in the canons with nouns specifically relating to the job title and responsibilities.

Elizabeth Conklin seconded.

Gaylord Hitchcock moved the question.

101 votes yay and 13 votes nay.

Moved forward with the vote on the second amendment.

Amendment was not passed with 51 votes yay and 79 votes nay.

Discussion on resolution #2 as amended.

Resolution #2 as amended passed.

The convention recessed for 15 minutes. The necrology video was shared.

### **Motion to Suspend the Rules of order in Regards to Changes to the Canons**

The Rev. Daniel Leatherman moved the following motion: Resolved that we suspend the rules of order in regard to the changes to the canons to accommodate the electronic format of the convention.

John Schamber seconded.

There were 118 votes yay and 4 votes nay.

The motion passed.

### **Special Order of Business: Hālau Wa‘a Video.**

### **Consideration of Resolution #3:**

The third resolution considered was “Making Climate Change and Global Warming More

Central to the Parishes of Hawai‘i.”

Ryan Kusumoto, as Chair of the Committee on Resolutions, moved a substitute resolution as submitted for Resolution #3.

Substitute Resolution #3:

BE IT RESOLVED, the 53rd annual meeting of the Convention of the Diocese of Hawai‘i urges Diocesan and congregational leadership, drawing upon previous initiatives and positions of The Episcopal Church and of the Diocese dealing with the climate crisis and global warming, to urgently accelerate and expand the level of discourse on these topics with the members of the congregations.

BE IT FURTHER RESOLVED, the 53rd annual meeting of the Convention of the Diocese of Hawai‘i urges each congregation or group of congregations in proximity to one another to:

- 1) Form a “Green Team” and begin by identifying one member to act as an “Environmental Coordinator” who will serve as a liaison to the Diocesan Creation Care and Environmental Justice Task Force.
- 2) Communicate with members of the Diocesan Creation Care and Environmental Justice Task Force for support around creation care and environmental justice work. Discuss resources needed for this work and available for this work.
- 3) Undertake an energy audit for all buildings of the congregations in order to reduce the church’s carbon footprint with the support of the Diocesan Creation Care and Environmental Justice Task Force.
- 4) Implement actions that address our waste through reducing, reusing, and recycling with the support of the Diocesan Creation Care and Environmental Justice Task Force.
- 5) Prioritize care for God’s creation through the mission, liturgy, prayer life, education, work, and budget of the Diocese and each congregation with the support of the Diocesan Creation Care and Environmental Justice Task Force.

BE IT FURTHER RESOLVED THAT the 53rd annual meeting of the Convention of the Diocese of Hawai‘i requests that the Bishop, the Diocesan Support Center Staff and the Diocesan Council monitor the creation of such “Green Teams” and report to the Diocese on the progress of their creation by April 1, 2022.

BE IT FURTHER RESOLVED THAT the 53rd annual meeting of the Convention of the Diocese of Hawai‘i requests that the Bishop and Diocesan Council provide grants in the 2022 budget and/or in future Diocesan budgets to assist congregations with “greening” their buildings (e.g., LED light bulbs, energy efficiency improvements, etc.) and to help with the cost of energy audits if need be, and report to the Diocese on the possibility of such grants in 2022 by February 1, 2022.

BE IT FURTHER RESOLVED THAT the 53rd annual meeting of the Convention of the Diocese of Hawai‘i directs that the Commission on Investments to confirm to Diocesan Council and the Diocese that Diocesan investments follow the socially responsible guidelines of The Episcopal Church including non-investment in companies (and funds) where more than

10% of revenue is derived from fossil fuels and encourages the investment in alternative investments that support renewable energy and carbon-free energy sources, and report to the Diocese on the status of our socially responsible investing by April 1, 2022.

BE IT FURTHER RESOLVED THAT the 53rd annual meeting of the Convention of the Diocese of Hawai‘i acknowledges that human-caused climate change disproportionately affects those that have been least responsible for these changes, who have the least amount of power and resources to alter their circumstances, and/or who have been overlooked as possible guides for alternative and sustainable livelihoods.

BE IT FURTHER RESOLVED THAT the 53rd annual meeting of the Convention of the Diocese of Hawai‘i urge the Bishop, Standing Committee, Clergy and all Episcopalians in this Diocese to be actively engaged with the political and policy leadership of Hawai‘i and of the United States to advocate for such action that will immediately address the climate crisis and global warming recognizing the public health and even existential crisis facing our Islands and God’s world with the support of the Diocesan Creation Care and Environmental Justice Task Force and the resources of The Episcopal Church.

AND BE IT FURTHER RESOLVED THAT the 53rd annual meeting of the Convention of the Diocese of Hawai‘i commit this Diocese to making Creation Care and Environmental Justice a priority in mission through formation, funding, and advocacy.

The recommendation to substitute resolution #3 was approved with 128 yay votes and 0 nay votes.

Substitute Resolution # 3 was adopted.

#### **Consideration of Resolution 4:**

Calling for Collaborative Creation Care

Ryan Kusumoto, Chair of The Committee recommended to discharge of Resolution #4 as it was acted upon by substitute resolution #3.

There were 119 votes yay and 4 votes nay.

Motion to discharge Resolution #4 was passed.

#### **Courtesy Resolutions**

The Rev. Imelda Padasdao moved the adoption of Courtesy Resolutions by Title.

The motion passed.



## **Announcements**

The Rev. Annalise Pasalo, Secretary, shared greetings from the vestry of Epiphany Episcopal Church and Greetings from The Rt. Rev. Don Hart.

## **Set date and location of the 2022, 2023 and 2024 Annual Meetings**

October 28-29, 2022, Island of O‘ahu

October 27-28, 2023, Island of O‘ahu

October 25-26, 2024, Island of O‘ahu

## **Election of Assistant Secretary to Convention**

The Rev. Annalise Pasalo, Secretary-elect, nominated Jessie Hoffman as the Assistant Secretary for the Convention.

Jessie Hoffman was elected as the Assistant Secretary.

**Special Order of Business:** Peter’s Farewell Video & Peter’s Video Final Prayer and Farewell

## **Adjournment**

Bishop led the convention in a closing prayer.

This 53<sup>rd</sup> Annual Meeting of the Convention of the Diocese of Hawai‘i was adjourned with the singing of “Aloha ‘Oe.”

The Convention adjourned at 2:08pm.

MESSAGE FROM BISHOP HART TO CONVENTION

The Rt. Rev. Donald P. Hart  
95 Wyman Road. Apt. 1107  
Keene, New Hampshire. 03431

October 14, 2021

Dear Bob ... and the Diocese joined in convention, in whatever way you can:

I send you my greetings for your Convention, and my prayers for the ministry you carry out in Jesus's name.

It has been another difficult year to simply visit with friends and family much less to carry out a vigorous, inter-connected, communion-centered ministry. I have followed, as best I can, the challenges that you have faced and the efforts you have made - and I commend your faithfulness and initiative to keep the gospel front and center, and enliven it's power in new ways.

This is true here in New Hampshire, as well. Their Convention will take place remotely for the second year. It is not what anyone would have chosen, but we look for the good, as I know you do as well ... and God breaks through in unexpected ways for us all.

Elizabeth joins me in wishing you all God's blessings. We remember you in our prayers with great love and affection.

+ Don

A handwritten signature in blue ink that reads "Don".

PS: Bob, when the time is appropriate I hope you might read this short greeting to Peter Pereira:

To my friend and colleague ... and once upon a time, my brand new  
Diocesan Treasurer: Peter Pereira!

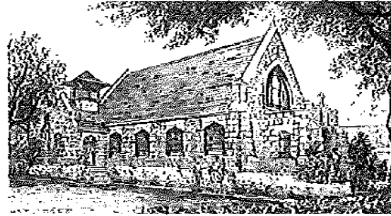
I send you my warm greetings as you move into retirement, and hope that  
you and your whole family will enjoy God's blessings as you continue to  
serve in God's world, in whatever new ways God may surprise you.

Peter you have served long and well. I think it was the Rev. Peter Van Horne  
who actually "found" you - or at least brought you to my attention. There was  
no question in my mind that you were qualified and a person of the highest  
integrity. You were immediately my choice! The years we served the  
diocese together only proved what a good decision we made. I thank you for  
your hard work, your faithfulness, your steadfast spirituality, your strength  
of character, and your loyalty Those were all gifts to me and those who  
worked with you. I am sure it is true today.

God bless you, and your family.      Bishop Don Hart



MESSAGE FROM EPIPHANY TO CONVENTION



September 30, 2021


To: The Right Reverend Robert L. Fitzpatrick

From: The Vestry of Epiphany Episcopal Church

Greetings in the Name of our Lord Jesus Christ

The Vestry of Epiphany Episcopal Church meeting on September 28, 2021 passed this resolution.

Be it resolved that we the Vestry of Epiphany Episcopal Church do hereby send our Aloha to our bishop The Right Reverend Robert L. Fitzpatrick and to all delegates who will gather for Convention 53, The Episcopal Diocese of Hawaii, Virtual Meeting. We pray for God's blessing on you and the all those gathered.

  
CHRISTOPHER M. BRIDGES  
Priest-in-Charge  
Epiphany Episcopal Church

Epiphany Episcopal Church 1041 10<sup>th</sup> Avenue, Honolulu Hawaii, 96816

### Section III: Attachments to the Journal Proceedings

<u>Attachment #</u>	<u>Title</u>
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## Attachment 1: The Bishop's Address

at the Annual Meeting of the Convention of the Diocese of Hawai'i  
Pre-recorded in Honolulu, Hawai'i  
and played on Saturday, October 23, 2021 during Virtual meeting via Zoom  
The Right Reverend Robert L. Fitzpatrick, Bishop

### Bishop's Convention Address

I am recording my Convention Address this year on Saturday, October 9<sup>th</sup>. I'm doing so to allow time for it to be prepared for the Annual Meeting and give Convention's Response to the Bishop's Address time to see it before the Annual Meeting.

As I consider the next year of the life of our Diocesan 'Ohana, I do so reflecting on our Diocesan goals and priorities, and St. Francis's "Canticle of the Creatures."

Regarding the Canticle, we are told that: "Chronologically, there are three stages to consider in the development of this poetic praise of God, each of which reveals a side of Francis's vision of God, creation, and the human soul. Francis's companions tell us of the composition of the first part of this piece, verses 1-9, in which the saint sings the praises of creation in glorifying God. While suffering intensely from his physical infirmities, he announced: 'I wish to compose a new hymn about the Lord's creatures, of which we make daily use, without which we cannot live, and with which the human race greatly offends its Creator.' A short while later, after hearing of a quarrel that had broken out between the civil and religious authorities of Assisi, Francis asked the brothers to go before them singing these verses, but added two more, verses 10-11. He composed the final verses 12-13 on his death bed" in 1226.<sup>i</sup>

Listen to these amazing words:

Most High, all-powerful, good Lord,  
Yours are the praises, the glory, and the honor, and all blessing.

To You alone, Most High, do they belong,  
and no human is worthy to mention Your name.

Praised be You, my Lord, with all Your creatures,  
especially Sir Brother Sun,  
Who is the day and through whom You give us light.  
And he is beautiful and radiant with great splendor;  
and bears a likeness of You, Most High One.

Praised be You, my Lord, through Sister Moon and the stars,  
in heaven You formed them clear and precious and beautiful.

Praised be You, my Lord, through Brother Wind,  
and through the air, cloudy and serene, and every kind of weather,  
through whom You give sustenance to Your creatures.

Praised be You, my Lord, through Sister Water,  
who is very useful and humble and precious and chaste.

Praised be You, my Lord, through Brother Fire,  
through whom You light the night,  
and he is beautiful and playful and robust and strong.

Praised be You, my Lord, through our Sister Mother Earth,  
who sustains and governs us,  
and who produces various fruit with colored flowers and herbs.

Praised be You, my Lord, through those who give pardon for Your love,  
and bear infirmity and tribulation.

Blessed are those who endure in peace  
for by You, Most High, shall they be crowned.

Praised be You, my Lord, through our Sister Bodily Death,  
from whom no one living can escape.

Woe to those who die in mortal sin.

Blessed are those whom death will find in Your most holy will,  
for the second death shall do them no harm.

Praise and bless my Lord and give Him thanks  
and serve Him with great humility.

Please hold this Canticle in your minds as we consider the future of the Episcopal Diocese of Hawai'i.

God willing, we are now coming out of the COVID-19 Pandemic. The past two years forced us to find new ways of being Church. There is no going back. Our churches and our Islands will never be the same.

We have said that as a Diocese “Our Vision” is to be “a gathering of God’s people [or the Presiding Bishop says, “the Episcopal branch of the Jesus Movement”] in these Islands – being spiritually nourished and engaged.”

We have said we would do this by developing and supporting the lay and clergy leaders so they can transform their churches and their local communities.

We also have five key goals (three from our own strategic work, and two from the Presiding Bishop and the Episcopal Church):

1. *Commit to developing and sustaining spiritual growth, vitality, curiosity, and well-being within our churches.*<sup>11</sup>

2. *Seek to strengthen our identity as one ‘ohana and the relationships within our ‘ohana among clergy, lay leaders and congregations.*<sup>iii</sup>
3. *Focus on improving the capacity for communication within our congregations, across the Diocese, and into our communities as we engage in evangelism*<sup>iv</sup>
4. *Build God’s beloved community.*<sup>v</sup>
5. *Encourage and support care of God’s creation and environmental justice.*<sup>vi</sup>

These goals, like the Canticle of Francis, highlight our interconnectedness. I hope that the Pandemic has taught us that we cannot be isolated individuals or congregations. We must depend on one another. We must set the Great Commandment at the center of our lives as the followers of Christ Jesus (Mark 12:29-31): “Our God is the one Lord, and you must love the Lord your God with all your heart, with all your being, with all your mind, and with all your strength. The second is this, You will love your neighbor as yourself.”

1. Our first goal is about being prepared to live into that Commandment: Commit to developing and sustaining spiritual growth, vitality, curiosity, and well-being within our churches.

In my written Convention Report, I highlighted the dramatic increase in congregationally based online Bible studies, confirmation classes, weekday worship opportunities, and other formation programs.

This goal has a focus of supporting congregations as the centers of spiritual growth and formation. For you, God’s people, is that true? Have you taken on prayer practices from teaching in your congregation? Have you been shaped by Holy Scripture in Bible study? Have you shared with others in your congregation how you became a disciple of Jesus Christ? Does life at home reflect your faith?

A key to this goal is for each gathered community of Episcopalians to be clear on the spirituality of your church and how faith in Jesus is articulated.

As we come out of the Pandemic, I know some are worried that many folk will not come back to regular worship. I get that. We know that over 85% of people join a congregation because of a personal invitation: a friend invites a friend. Even with through the internet and online worship, that has been the case – friends encouraged friend (often around the world) to join online. There is no miraculous program or special ad campaign. It doesn’t really matter if the Presiding Bishop preached at a royal wedding. What matters is your congregation and whether you believe that it is a community where lives are transformed and God’s love experienced. If it is, you will want your family members and friends to join in the journey of God. Others will want to with you.

This goal – spiritual vitality -- is about you – each and every individual member of the Episcopal Diocese of Hawai‘i and your congregation. Do you experience God in your congregation? Can you sing with Francis: “Most High, all-powerful, good Lord, Yours are the praises, the glory, and the honor, and all blessing”?



As a Diocese, we can provide trainings – and being online more can attend. I can and will continue to offer Bible studies. I have even been asked to offer an online confirmation class.

The Episcopal Church has many resources. I particularly call your attention “My Way of Love for Small Groups” (see <https://www.episcopalchurch.org/way-of-love/my-way-of-love/>).

Most importantly, I want us to take up the Presiding Bishop’s challenge to become "a new and re-formed church, the Episcopal branch of the Jesus Movement— individuals, small gathered communities and congregations whose way of life is the way of Jesus and his way of love" (see <https://www.episcopalchurch.org/church-that-looks-and-acts-like-jesus/>).

He is calling the Episcopal Church to re-formation.

What does the Presiding Bishop think this *re*-formation will look like in practice?

**We’ll know we’re moving forward when we...**

1. **Center on Jesus Christ.** His teachings, his example, his Spirit, his way of love and his way of life are the key to having loving, liberating and life-giving relationships with God, our neighbors, all of creation, and ourselves.
2. **Practice the selfless, self-giving way of the cross.** The way of “cruciform love”—Jesus’ act of unselfish, sacrificial, self-offering love, or losing one’s life in order to gain it— is our way to authentic life.
3. **Unite around the practice of a rule of life in small, gathered communities.** These kinds of groups—small circles of people who support each other in following Jesus with intention and accountability— are necessary for cultivating Christ-centered life.
4. **Reclaim our Christian identity as a Spirit-driven, countercultural, underground movement.** We must break free of the church’s identification with domination systems, empire, establishment, privilege, and social and cultural traditions that have held us captive— and get back in touch with the risk-taking, liberating ways of Jesus.
5. **Live and bear bold witness to the vision and values of Jesus.** We point to the reality of the kingdom (the peaceable reign) of God, and we seek to embody the beloved community, where each person strives for and celebrates the dignity and flourishing of every beloved child of God as much as we do for ourselves.

While this is a particular area of responsibility for the Commission on Ministry, Waiolaihui‘ia, Canon Sandy and me, we will need to learn and grow together – all of God’s people, lay and clergy. You know my love of Franciscan spirituality. The Presiding Bishop offers a profoundly Franciscan vision of God’s Church.

It is a way, as the Canticle concludes, that we can “Praise and bless my Lord and give Him thanks and serve Him with great humility.”

2. Our second goal is about how we live together as a Diocese: Seek to strengthen our identity as one ‘ohana and the relationships within our ‘ohana among clergy, lay leaders and congregations.

You might ask here: But Bishop didn’t you just urge us to understand ourselves with our congregations and to take up the Presiding Bishop’s challenge? Yes, we have set our congregational and personal ministries within the context of the larger life of the Episcopal Church, and our interconnectedness as Episcopalians in these Islands. It is not either or, but all of the above.

The call to strengthen relationships has been answered during the Pandemic with many regular online gatherings and trainings provided for clergy, wardens, administrators, communicators, and the like by the Diocesan Support Center staff. Before the pandemic, the ‘Ohana Design Team worked on joint activities between congregations – especially on Kauai.

What is this goal really about? In my years in the Diocese, this call to work together has most often been articulated by lay people. I have heard several reasons: 1. I really want to get to know my fellow Episcopalians. 2. We’re getting older and really need to work together. 3. The time is coming when we might need to share more. 4. We used to do more together (special liturgical events, fellowship activities, youth groups, education programs, Eucharistic Minister trainings, etc.) and I miss that.

Generally, I find clergy more resistant because these activities can bring them more work. I understand that. Such joint activities are also far more common on neighbor islands, than on O‘ahu. Interestingly, I sometime sense the closer the churches are physically to one another, the harder it is to have shared communication and activities. This is true on a diocesan wide level as well: Neighbor Island congregations, on the whole, often provide more leaders to the Diocese (and therefore those from the Neighbor Islands are the decision makers on Diocesan Council and Standing Committee) and are generally better informed about the Diocese than those in churches on O‘ahu. It has been suggested to me that this a classic urban/rural issue. I am reminded that the idea for an island wide confirmation first came from the Big Island congregations and focused on a big event at the chapel on the campus of HPA. We all must be that connected.

As we come out of the Pandemic, we – the lay and ordained leaders – will have to acknowledge the grief of many and the desire for everything to go back to “normal.” We can’t let that happen. Our Church and our world have changed. We will need one another in this new reality. Isolation will ensure stagnation and the arrival of Sister Death. How much do we want to invest in sharing resources and ministry? Are we willing to change?

For example, St. Paul’s congregation has been worshipping on the campus of the Cathedral since August 11, 1959. I think it is time to rewrite the canons of the Diocese

and then the bylaws of the Cathedral so that members of that congregation have as much say in the use of the property, the maintenance of the buildings, and the spending of financial resources of the Cathedral as the members of St. Andrew's congregation. After over sixty years, it is time to manage things as one extended family on Queen Emma Square with different identities and customs but making all decisions together.

A special team of lay members of Diocesan Council is meeting with every Vestry and Bishop's Committee and the clergy in the congregations to get a sense of how things are going and ascertain needed support. These are not evaluations, but truly a chance to discern possibilities for cooperation and support. What do the congregations need to survive?

I think that I will need the help of the Diocesan Council, Standing Committee and a renewed 'Ohana Task Force to take up what it means to strengthen our identity as one diocesan 'ohana and our relationships in a post-Pandemic Diocese of Hawai'i. Are we finally at a place to serve and celebrate with one another as Episcopalians in Hawai'i?

Again, this may be, as the Canticle concludes, that we can "Praise and bless my Lord and give Him thanks and serve Him with great humility."

3. Our third diocesan goal is to focus on improving the capacity for communication within our congregations, across the Diocese, and into our communities as we engage in evangelism.

There certainly have been far more trainings about "communication" in the technical sense. We have a Communication Task Force and Diocesan Support Center staff have done great work providing opportunities for those trainings and for support. Many grants have been made in the past two years to improve our congregations' capacities for online worship and virtual meetings. We are present on social media platforms. We have folk joining online worship from around the world. There is a great deal of information shared by e-news (of the Diocese and within congregations) and on the web. Is it effective?

Frankly, I don't think this goal is really about all that. What is being asked for is as much about having the time and place to talk story. The "information" is available. If it is not accessed, it is meaningless. If gatherings – in-person or online – are not attended, where can folk talk?

Like the rest of the world in the 21<sup>st</sup> century, we are just beginning to address the meaning of "communication" – of true community and fellowship. I will certainly need the help of the Communications Task Force and all of you on this one.

Oh, by the way, please open and read the entire eChronicle and the emails from the Diocesan Support Center staff – especially mine – when they come your way.

We've also taken on two larger goals of the Episcopal Church.

4. Our fourth goal is to “Build God’s Beloved Community.”

The Reconciliation Task Force has begun the work of helping us as a Diocese to look at racial reconciliation and justice in our Diocese and these Islands. That began yesterday in our conversation on racism at Education Day.

It is a beginning.

At ordination, a bishop in the Episcopal Church promises to “encourage and support all baptized people in their gifts and ministries, nourish them from the riches of God's grace, pray for them without ceasing, and celebrate with them the sacraments of our redemption.”<sup>vii</sup>

At one time, too often and for too long in our history, our interpretation of these promises and vision for the Church led to helping or cajoling all of God’s people toward an ideal of being an upper-middle class, university educated, white, Western European (ideally English) American (that is a citizen of the United States). It was an imperialist enterprise for the Church within the broader American culture.

Now, this enterprise had positive results with the building of schools and hospitals. It provided the means for social mobility and literacy. It was also stifling and degrading. It devalued languages and cultures in a way inconsistent with the Gospel of Jesus Christ. It therefore hurt and divided God’s people.

The Episcopal Church can no longer minister and lead with such an imperialist mindset – even subconsciously. We are called upon to meet God’s people where they are, to honor our cultural and linguistic differences, and to be culturally competent in a diverse community while holding onto our identity as followers of Christ Jesus in the Episcopal Church.

That does mean facing up to the prejudices and bias in our Episcopal Church, in our Diocese, in our congregations, in each one of us, and in me.

This must be something different than anti-racism training. This isn’t about resolutions of conventions. This must be about true re-formation of the Episcopal Church, our Diocese, our congregations, and ourselves. It is about racial and economic justice where we live. This will require hard and honest conversations. We are being called to change and to see with the eyes of Christ. We are just beginning.

As Francis sang in his Canticle: “Praised be You, my Lord, through those who give pardon for Your love, and bear infirmity and tribulation. Blessed are those who endure in peace for by You, Most High, shall they be crowned.”

5. Our fifth goal is to encourage and support care of God’s creation and environmental justice.

The Creation Care and Environmental Justice Task Force has begun the work of helping us as a Diocese to look at environmental reconciliation and justice in our Diocese and these Islands. Hopefully you recently received and filled out the survey for this team. We have resolutions to come before this meeting of Convention.

Now, some might be thinking this is what we have doing in years past with free recycle bins, solar panel projects, low energy light bulbs, community gardens, and so forth. Those are part of it, but we must do far more as a world, nation, islands, churches and individuals. More must be done. Perhaps it means budgeting for carbon offsets or planting trees ourselves. It certainly means being active in the local community and State caring for the environment, and advocating for civil and personal action.

This is about the existential crisis of our time and about the loss of these Islands. What can we do, where we are, right now to save our world from the harm we have done, and the harm we have done to the poorest and the powerless?

Much of the Canticle of the Creatures is about this connection to creation, but let us at least remember this verse: “Praised be You, my Lord, through our Sister Mother Earth, who sustains and governs us, and who produces various fruit with colored flowers and herbs.”

Next year will be an adventure – a pilgrimage in the Way of Love. Thank you for allowing me to go with you.

Let me conclude with some additional words of gratitude.

I give thanks to the Creator:

As every day, for Bea, and for the birth of a granddaughter this year, Lisann Marie. For you, God’s People, and especially for the lay leaders and clergy who have served during this Pandemic.

For the entire Diocesan Support Center staff: Danny, Denise, Rae, Sandy, Sonny and Sybil, and especially for Peter as he concludes over thirty years with the Episcopal Church in Hawai‘i.

As I noted in my written report, this past year has given me new hope for the future of the Episcopal Church in Hawai‘i. We have been resilient, unafraid, and faithful to Jesus Christ. As this Pandemic – God willing – wains, we will take that courage and faith into a new world that still needs to hear the Word of God’s Love. As Paul writes in his Letter to the Romans: “I’m convinced that nothing can separate us from God’s love in Christ Jesus our Lord: not death or life, not angels or rulers, not present things or future things, not powers or height or depth, or any other thing that is created.” (Romans 8:38-39).

So, before we go on with the business of the Convention, let us quietly pray again the Canticle of the Creatures:

Most High, all-powerful, good Lord,  
Yours are the praises, the glory, and the honor, and all blessing.

To You alone, Most High, do they belong,  
and no human is worthy to mention Your name.

Praised be You, my Lord, with all Your creatures,  
especially Sir Brother Sun,  
Who is the day and through whom You give us light.  
And he is beautiful and radiant with great splendor;  
and bears a likeness of You, Most High One.

Praised be You, my Lord, through Sister Moon and the stars,  
in heaven You formed them clear and precious and beautiful.

Praised be You, my Lord, through Brother Wind,  
and through the air, cloudy and serene, and every kind of weather,  
through whom You give sustenance to Your creatures.

Praised be You, my Lord, through Sister Water,  
who is very useful and humble and precious and chaste.

Praised be You, my Lord, through Brother Fire,  
through whom You light the night,  
and he is beautiful and playful and robust and strong.

Praised be You, my Lord, through our Sister Mother Earth,  
who sustains and governs us,  
and who produces various fruit with colored flowers and herbs.

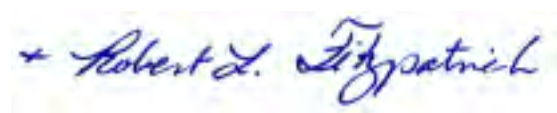
Praised be You, my Lord, through those who give pardon for Your love,  
and bear infirmity and tribulation.  
Blessed are those who endure in peace  
for by You, Most High, shall they be crowned.

Praised be You, my Lord, through our Sister Bodily Death,  
from whom no one living can escape.  
Woe to those who die in mortal sin.  
Blessed are those whom death will find in Your most holy will,  
for the second death shall do them no harm.

Praise and bless my Lord and give Him thanks  
and serve Him with great humility.

Amen.

Mahalo.

A handwritten signature in blue ink that reads "Robert L. Fitzpatrick". The signature is written in a cursive style and is preceded by a small blue asterisk.

The Right Reverend Robert L. Fitzpatrick, Bishop Diocesan  
The Episcopal Diocese of Hawai'i

<sup>i</sup> *Francis of Assisi: Early Documents, Vol 1, The Saint* (New York: New City Press, 2001), p. 113. The translation of the Canticle of the Creatures is taken from this text beginning on the same page.

<sup>ii</sup> See the eChronicle for information on the 2017 Strategic Plan  
(<http://campaign.r20.constantcontact.com/render?m=1101479076646&ca=71a5a64e-8f6c-4824-b542-05831f5a0f10>).

<sup>iii</sup> See the eChronicle for information on the 2017 Strategic Plan  
(<http://campaign.r20.constantcontact.com/render?m=1101479076646&ca=71a5a64e-8f6c-4824-b542-05831f5a0f10>).

<sup>iv</sup> See the eChronicle for information on the 2017 Strategic Plan  
(<http://campaign.r20.constantcontact.com/render?m=1101479076646&ca=71a5a64e-8f6c-4824-b542-05831f5a0f10>).

<sup>v</sup> A priority of The Episcopal Church (see "Becoming the Beloved Community" at <https://www.episcopalchurch.org/beloved-community/>).

<sup>vi</sup> A priority of The Episcopal Church (see "Creation Care" at <https://www.episcopalchurch.org/ministries/creation-care/>).

<sup>vii</sup> The Book of Common Prayer, 1979, page 518.

### Attachment 3: Convention Plans Committees

<b>Position</b>	<b>Name</b>	<b>Chair</b>	<b>Island</b>
Secretary of Convention	Annalise Pasalo+	C	O
Assistant Secretary of Convention	Jessie Hoffman		O
Approval of Minutes	Randolph Albano+	C	O
Constitution and Canons	David Gierlach+	C	O
Credentials	Jill Haworth	C	O
Dispatch of Business	Mary Carpenter	C	O
Elections	Erin Richardson-Severin	C	O
Nominations	Daniel Leatherman+	C	O
Resolutions	Ryan Kusumoto	C	O



## Attachment 4: Agenda

THE 53RD ANNUAL MEETING OF THE CONVENTION  
OF THE EPISCOPAL DIOCESE OF HAWAI‘I CONVENED  
VIRTUALLY VIA ZOOM  
HONOLULU, HAWAI‘I

Saturday, October 23, 2021  
The Right Reverend Robert L. Fitzpatrick, Bishop, Presiding

- I. Call to Order the 53rd Annual Meeting of the Convention
- II. Introductions
- III. Quorum Report of the Credentials Committee
- IV. Report from the Chair of Dispatch of Business
  - A. Adoption of the Agenda with the following special orders of business:
    - i. Camp Mokule‘ia
    - ii. Prison Ministry
    - iii. DSC Transition
    - iv. Hālau Wa‘a
- V. Report on Nominations
- VI. Report on Resolutions
- VII. Diocesan Ballots – 1<sup>st</sup> Ballot
- VIII. Bishop’s Address
- IX. Report on the Diocesan 1<sup>st</sup> Ballot and 2<sup>nd</sup> Ballot, if needed
- X. Response to the Bishop’s Address
- XI. Acceptance of Treasurer’s Report by Title
- XII. Consideration of Resolutions: Compensation Review
- XIII. Report on the Diocesan 2<sup>nd</sup> Ballot and 3<sup>rd</sup> Ballot, if needed
- XIV. Action on the 2022 Budget
- XV. Consideration of other Resolutions
- XVI. Set Dates and Locations of 2022, 2023, 2024 Annual Meetings of Convention
- XVII. Report on 3<sup>rd</sup> Ballot, if needed
- XVIII. Final Comments from the Bishop
- XIX. Adjournment of the Annual Meeting with “Aloha ‘Oe”

## Attachment 5: Resolutions

- Resolution #1: 2022 Minimum Clergy Compensation and Benefits Policy of the Episcopal Diocese of Hawai‘i
- Resolution #2: Revisions to the Canons of the Protestant Episcopal Church in the Diocese of Hawai‘i
- Resolution #3: Making Climate Change and Global Warming More Central to the Parishes of Hawai‘i
- Resolution #4: Calling for Collaborative Creation Care

## Resolution 1

**TITLE:** 2022 Minimum Clergy Compensation and Benefits Policy of the Episcopal Diocese of Hawai'i

**SPONSOR:** Diocesan Clergy Compensation Review Committee

**CONTACT NAME:** David Jackson, Chair

**ADDRESS:** PO Box 248, Kapa'a, HI 96746

**PHONE:** 808-822-4267

**EMAIL:** kahukawika@gmail.com

BE IT RESOLVED, that the 2022 Minimum Clergy Compensation and Benefits Policy of the Episcopal Diocese of Hawai'i be adopted.

### RATIONALE/ EXPLANATION

When a church calls a Priest, it enters into a shared mutual ministry, a stewardship, of caring for each other. Part of that stewardship provides that the church has a responsibility, a covenant, to provide for the financial support of its clergy and their family. The Diocese of Hawai'i establishes compensation minimums to assist churches in determining fair compensation for clergy that will allow a reasonable, moderate standard of living and that will attract, retain, and support them in their role and growth as faithful ministers of the Gospel, and in the pastoral care of the church.

Recognizing that Hawai'i's cost of living is one of the highest in the nation, the Committee supports maintaining a competitive compensation level to attract and retain talented, dynamic, entrepreneurial, and vibrant clergy. The committee noted that compared with other dioceses, the Diocese of Hawai'i pays the most before adjusting for cost of living and yet our diocese ranks in the middle when clergy compensation is adjusted for cost of living.

As we continue to wrestle with the impact of the global pandemic, we take note of a couple of factors. The first is that the increase in the federal consumer price index (CPI-W) for 2020 was 1.7%, while for Hawai'i it was 1.6%. However, this does not take into account the recent surge of inflation, putting the current national CPI-W at 5.4%, with Hawai'i's housing and food prices in particular far outpacing the national average. Secondly, following the committee's recommendation, no minimum compensation increase was passed at last year's Diocesan Convention. At the time, the concern was that the national and state economies would experience a more profound recession/depression than ultimately manifested, though there was a severe negative economic impact especially on small businesses and the loss of jobs. Given these factors, the committee recommends as a compromise that the 2022 Minimum Clergy Compensation Schedule include an increase of 3.2%, which accounts for the real Cost of Living Allowance (COLA) in our state of 1.7% for 2019 and 1.6% for 2020. Such an increase would put our diocese in the lower middle of proposed clergy compensation increases for 2022 from other dioceses ranging from 2.6% to 5.4% in The Episcopal Church.

In addition, the Committee is going to take a broader look in the coming year at all aspects to do with calculating clergy compensation, the upshot of which will be presented next year. Congregations are strongly encouraged to talk honestly with their clergy about ministerial performance and take that into consideration in their compensation. It is strongly recommended that annual salary negotiations at the church level be carried out with prayerful candor, clarity and, most importantly, in Christian love.

The committee is not recommending an amount for an automobile allowance. The committee does recommend that mileage be reimbursed at the current IRS rate. The intention is not to eliminate the automobile allowance that some clergy have negotiated in their letters of agreement, rather the intention is that all new letters of agreement going forward use the mileage reimbursement method to cover automobile expenses instead of an auto allowance.

Throughout this document “workweek” refers to five (5) days for a full-time rector. For part-time clergy employees, refer to the cleric’s Letter of Agreement (for example, if a part-time cleric works 3 days each week, a “workweek” of vacation would also be 3 days).

Regarding Mutual Ministry Review: Compensation provides a means by which Congregations enable Priests to exercise and express a professional vocation entrusted by God and affirmed by the Church. Inherent to the sacred trust shared by Priest and Congregation is the mutuality and accountability of communion. The following schedule and terms articulate the shape and expression of this mutuality and communion by providing the minimum expectations of compensation and professional support, according to various conditions necessary for life and ministry in the Diocese of Hawai’i. These minimum expectations articulate the base by which we support and affirm the ministry and leadership of our Priests. As an important part of our mutuality of ministry and life in communion, compensation must be considered and developed with clear expectations of ministry and presence. In order to achieve this, all Priests providing ministry and leadership beyond supply ministry will have a mutually agreed-upon Letter of Agreement, Position Description (to include a statement of ministry and professional goals), and biennial Mutual Ministry Review. This Mutual Ministry Review should discern and provide for the continued mutual life, ministry and vitality shared by Priest and Congregation.

Materials, resources, and guidance for Letters of Agreement, Position Descriptions, and Mutual Ministry Reviews are available from the Diocesan Support Center.

An agreement among the Clergy, Wardens and Vestry/Bishop’s Committee to a biennial discussion and mutual review of the total ministry of the Parish/Mission allows for the following:

- The opportunity to assess how well they are fulfilling their responsibilities to each other and to the ministry they share,
- The establishment of goals for the work of the Parish/Mission for the coming year(s),
- The identification of areas of conflict or disappointment that may be adversely affecting mutual ministry which may then be addressed appropriately, and
- The clarification of expectations of all parties to help reduce possible future conflicts and if any occur, make them more manageable.

2022 MINIMUM CLERGY COMPENSATION AND BENEFITS POLICY  
The Episcopal Diocese of Hawai'i

Compensation				
Category	0 thru 4 Years Minimum	5 thru 9 Years Minimum	10 thru 19 Years Minimum	20+ Years Minimum
1	96,600	108,576	120,636	130,212
2	87,804	98,724	109,692	118,428
3	79,776	89,868	99,852	107,928
4	73,920	82,224	91,356	97,932

Compensation includes salary, housing and utilities, it does not include self-employment tax.

**1) FULL-TIME POSITIONS**

- a) The compensation categories and ranges are intended to be used as a framework within which the Vestry/Bishop's Committee and the clergy negotiate a mutually acceptable compensation. The compensation ranges are based on "years of service" to provide a guide for compensation increases as years of service increase. This compensation schedule sets the minimum for churches in the Diocese of Hawai'i. "Years of service" means the number of years of status as a clergyperson in good standing in The Episcopal Church. In Parishes, compensation is negotiated between the clergyperson and the vestry. For Missions, compensation is negotiated between clergy and the Bishop's Committee with the approval of the Bishop. Credit for prior years of service as an ordained person in good standing in another denomination is negotiated between the clergy and the Vestry/Bishop's Committee with the approval of the Bishop. With respect to clergy newly called or appointed to a congregation, the Vestry/Bishop's Committee is required to notify the Office of the Bishop as to the number of years of service at which they enter the Compensation Schedule approved by Diocesan Convention.
- b) Clergy must be paid at least the minimum of the applicable category with salary reviews at least annually. Congregations and clergy should schedule and hold a biennial Mutual Ministry Review, complete with clear goals and objectives, mutual accountabilities and shared expectations by both the laity and the clergy.
- c) These categories are minimums and should be used as a starting point for salary negotiations. Vestries/Bishop's Committees shall seriously consider appropriate compensation.
- d) For ease of administration, all compensation figures will be rounded up into amounts divisible by 12.
- e) For clergy who are paid a cash housing allowance, the amount of housing allowance shall be determined by the clergy and each Vestry/Bishop's Committee, working in consultation with their clergy, shall approve a resolution determining housing allowances. The housing allowance adjustment called for in the resolution is enacted only on money earned after the resolution is passed. Typically, this Internal Revenue Service (IRS) requirement shall be completed by December 31 for the following year.
- f) The value of Church-supplied housing shall be determined on a case-by-case basis at the congregational level.
- g) The minimum compensation for full-time assistants, associates, or curates shall be the

amount reflected in the Minimum Clergy Compensation and Benefits Policy using years of service and a Category 4 congregation.

- h) Clergy must not be paid less than the previous year, unless there is a change to time/work hours.

## **2) PART-TIME POSITIONS**

- a) Part-time clergy in charge of congregations will be paid according to the applicable range above, times the percent as agreed for the position.

## **3) FULL-TIME EMPLOYEE BENEFITS**

- a) Automobile expenses will be reimbursed at the current IRS rate of cents per mile.
- b) The congregation will pay the mandatory Church Pension Fund Assessment for clergy per Church Pension Group (CPG) requirements or criteria.
- c) Group Life Insurance is provided by the Church Pension Fund to clergy at no cost to the congregation.
- d) Sections III.e-III.g below apply to full-time employees (both clergy and lay employees) who work at least 40 hours per week.
- e) The congregation generally offers full-time employees the Diocesan Health Maintenance Organization (HMO) Plan (for exceptions, please apply to the Diocesan Support Center). Under the plan, the congregation pays for full family medical coverage.
- f) Spousal health insurance coverage: If the spouse or civil union partner of a clergy or lay employee is employed and insurance is provided (offered and paid for) by the spouse's or civil union partner's employer, the spouse or civil union partner will not be covered at the church's or Diocese's expense. If the employed spouse or civil union partner declines coverage from his/her employer and chooses to be on the church's or Diocese's plan, the employee is responsible for the spouse's or civil union partner's premium.
- g) Dependent health insurance coverage: Dependents of eligible full-time employees are eligible for coverage under the Diocese's health plan up to the age of 26, regardless of the child's financial dependency, residency with the employee, student status, or employment. However, the Diocese does not offer dual coverage. Therefore, if a dependent is covered under another health plan, the Diocese will not pay the premium for that dependent. The full premium for the dependent will need to be paid for by the employee for any dependent with dual coverage.
- h) The congregation will pay the cost of Worker's Compensation Insurance coverage.
- i) The Temporary Disability Insurance Plan for clergy is provided by the Church Pension Fund at no cost to the congregation.
- j) The congregation will pay the clergy social security costs of salary and housing.
- k) Full-time clergy are entitled to four (4) workweeks of annual vacation with full stipend and allowances. This vacation time cannot be more than six (6) workweeks in any one (1) year, except by the agreement of the Vestry/Bishop's Committee and with the consent of the Bishop in Aided Parishes and Missions (in other words, no more than two (2) work weeks can be carried over to the following year). If the cleric works less than a full calendar year, the vacation will be prorated. Congregations should encourage clergy to take vacation.
- l) Members of the clergy who have been employed by the church for at least one (1) full year are entitled to leave for the birth or adoption of a child for a minimum of eight (8)

weeks with full compensation. Up to an additional four (4) workweeks may be taken without pay, or using vacation or sick time. If both clergy spouses are employed at the same employer within the Diocese, they are limited to a combined total of sixteen (16) workweeks of paid Parental Leave. Leave must be taken within twelve (12) months of the birth or adoption.

- m) Clergy giving birth shall submit a claim for short-term disability through the Church Pension Group, which will reimburse the employer for 70% of the cleric's total compensation figure (up to \$1,000/week) for up to twelve (12) weeks. Adoptive parents will receive the same time off with pay as birth parents, but will not be entitled to file a disability claim.

#### **4) PART-TIME EMPLOYEE BENEFITS**

- a) Automobile expenses will be reimbursed at the current IRS rate of cents per mile.
- b) The congregation will pay the mandatory Church Pension Fund assessment per CPG requirements or criteria.
- c) Part-time employees (both clergy and lay employees) who work at least 20 hours per week for four consecutive weeks are eligible for coverage on the Diocesan HMO plan at no cost to the employee.
- d) Spousal health insurance coverage: Spouses or civil union partners of part-time employees are not eligible for coverage.
- e) Dependent health insurance coverage:
  - i) Dependents of part-time employees who work at least 30 hours per week are eligible for coverage under the Diocese's health plan up to age 26, regardless of the dependent's financial dependence, residency with the employee, student status, or employment. The employee is responsible for the full premium for his/her dependent's coverage.
  - ii) Dependents of part-time employees who work less than 30 hours per week are not eligible for coverage under the Diocese's health plan.
- f) The congregation will pay the cost of Worker's Compensation Insurance coverage.
- g) The Temporary Disability Insurance Plan for part-time clergy is provided by the Church Pension Fund.
- h) The congregation will pay the clergy social security costs of salary and housing.
- i) Part-time clergy are entitled to four (4) workweeks of annual vacation with agreed stipend and allowances. This vacation time cannot be more than six (6) workweeks in any one year except by the agreement of the Vestry/Bishop's Committee and with the consent of the Bishop in Aided Parishes and Missions (in other words, no more than two (2) workweeks can be carried over to the following year). If the cleric works less than a full calendar year, the vacation will be prorated. Congregations should encourage clergy to take vacation.

#### **5) OTHER**

- a) Moving Expenses: Clergy will receive an allowance for moving expenses from the US mainland, typically in the range of \$12,000 to \$20,000 depending on location.
- b) Sabbatical: Clergy are eligible for sabbatical leave at the ratio of one month per year of service in the congregation, to be available after the third year, and cumulative through the fourth year. The maximum amount of leave is limited to four months. The

Vestry/Bishop's Committee shall annually budget funds to accumulate to provide pastoral and sacramental supply during the clergy person's sabbatical leave. Sabbatical leaves are provided for the benefit of both the congregation and clergy. Thus, before a sabbatical leave is granted, clergy must agree to serve the congregation for at least one year upon returning from the sabbatical. In addition, the request for sabbatical must be accompanied by a full and detailed description of the activities to be undertaken during the leave and, if granted, clergy shall submit to the Bishop and the Vestry/Bishop's Committee at the end of the leave, a report on the accomplishments of the leave. Accrued but not taken sabbatical leave can be carried over to following years in the same parish/mission. Accrued but not taken sabbatical leave is not paid out at retirement.

- c) Continuing Education: Clergy are required by Canon and Diocesan policy to continue their education. The congregation should provide funds in its annual budget for this continuing education. The minimum recommended amount is \$1,020/year. This amount should accumulate if unused and may carry over to the next year. This fund should also be available for sabbatical expenses.

#### **6) SUPPLY CLERGY COMPENSATION**

- a) The minimum compensation for Saturday evening/Sunday supply clergy shall be as follows:
  - i) One service: \$187
  - ii) Two services: \$249
  - iii) Each additional service: \$124
  - iv) Clergy will be reimbursed for travel (mileage, airfare, etc.), overnight parking, and housing (if necessary).



CONGREGATIONAL COMPENSATION CATEGORIES

CATEGORY	WEIGHTED FIGURES (SEE (E) BELOW)
4	1 TO 90
3	91 TO 140
2	141 TO 230
1	231 and above

2022 CONGREGATIONAL COMPENSATION CATEGORY  
COMPUTATION WORKSHEET BASED ON  
2020 PAROCHIAL REPORT DATA

**Number of Pledging Units**

Number of Pledging Units \_\_\_\_\_

Multiplied by .40 = \_\_\_\_\_ (A)

**Average Sunday Attendance** (due to 2020 Pandemic shutdown, this number is for Jan.-Mar. only)

Average Sunday Attendance \_\_\_\_\_

Multiplied by .30 = \_\_\_\_\_ (B)

**Plate and Pledge Income**

Plate and Pledge Income in \$1,000 \_\_\_\_\_

Multiplied by .30 = \_\_\_\_\_ (C)

**BARC (Adult Baptisms age 16+, plus receptions and confirmations)**

Plus BARC= \_\_\_\_\_ (D)

**TOTAL OF WEIGHTED FIGURES (A + B + C + D = E)** \_\_\_\_\_ (E)

Anyone who has questions on how to use these worksheets and compensation categories, ranges and tables may contact the Diocesan Clergy Compensation Review Committee Chair, and/or the Rev. Cn. Sandy Graham, Canon for Congregational Life and Leadership.

**2022 COMPENSATION BASED ON 2020 PAROCHIAL REPORT DATA**

**ALPHABETICAL**

CHURCH	No. of Pledging Units	Avg Sunday Attend*	Plate+Pledge Income	BARC	Weighted Totals	Categories	0 thru 4 years	5 thru 9 years	10 thru 19 years	20+ Years
ALL SAINTS	61	96	229,516	1	123	3	79,776	89,868	99,852	107,928
CALVARY	17	23	75,955	0	36	4	73,920	82,224	91,356	97,932
CHRIST CHURCH	31	67	169,410	0	83	4	73,920	82,224	91,356	97,932
CHRIST MEMORIAL	0	48	62,314	10	43	4	73,920	82,224	91,356	97,932
EMMANUEL	34	45	125,278	0	65	4	73,920	82,224	91,356	97,932
EPIPHANY	60	77	168,754	1	99	3	79,776	89,868	99,852	107,928
GOOD SAMARITAN	25	20	37,341	1	28	4	73,920	82,224	91,356	97,932
GOOD SHEPHERD	72	107	138,746	0	103	3	79,776	89,868	99,852	107,928
GRACE	15	39	29,700	0	27	4	73,920	82,224	91,356	97,932
HOLY APOSTLES'	56	110	269,316	0	136	3	79,776	89,868	99,852	107,928
HOLY INNOCENTS'	26	37	94,458	0	50	4	73,920	82,224	91,356	97,932
HOLY NATIVITY	42	60	140,567	0	77	4	73,920	82,224	91,356	97,932
ST. ANDREW'S	106	212	287,880	6	198	2	87,804	98,724	109,692	118,428
ST. AUGUSTINE'S	29	65	82,660	0	56	4	73,920	82,224	91,356	97,932
ST. CHRISTOPHER'S	71	91	199,321	1	116	3	79,776	89,868	99,852	107,928
ST. CLEMENT'S	70	96	221,108	0	123	3	79,776	89,868	99,852	107,928
ST. ELIZABETH'S	61	166	158,224	0	122	3	79,776	89,868	99,852	107,928
ST. JAMES'	170	226	423,561	3	266	1	96,600	108,576	120,636	130,212
ST. JOHN THE BAPTIST	12	20	13,039	2	17	4	73,920	82,224	91,356	97,932
ST. JOHN'S, KULA	70	98	266,642	0	137	3	79,776	89,868	99,852	107,928
ST. JOHN'S BY/SEA	29	28	33,454	0	30	4	73,920	82,224	91,356	97,932
ST. JUDE'S	27	35	52,096	0	37	4	73,920	82,224	91,356	97,932
ST. LUKE'S	32	27	48,392	1	36	4	73,920	82,224	91,356	97,932
ST. MARK'S	64	124	244,564	0	136	3	79,776	89,868	99,852	107,928
ST. MARY'S	21	89	58,273	0	53	4	73,920	82,224	91,356	97,932
ST. MATTHEW'S	0	12	30,878	0	13	4	73,920	82,224	91,356	97,932
ST. MICHAEL'S	58	130	249,724	0	137	3	79,776	89,868	99,852	107,928
ST. PAUL'S	71	182	163,696	7	139	3	79,776	89,868	99,852	107,928
ST. PETER'S	74	117	303,448	1	157	2	87,804	98,724	109,692	118,428
ST. STEPHEN'S	22	22	73,810	40	78	4	73,920	82,224	91,356	97,932
ST. TIMOTHY'S	49	84	145,586	2	90	4	73,920	82,224	91,356	97,932
TRINITY BY/SEA	28	52	74,244	1	50	4	73,920	82,224	91,356	97,932
WEST KAUA'I	30	38	62,133	0	42	4	73,920	82,224	91,356	97,932

\* Due to 2020 closing during the Pandemic, this number is for January-March only

## ADDENDUM TO MINIMUM CLERGY COMPENSATION SCHEDULE

### **Examples:**

1. Clergy with 5 years of service is called to serve in a Category 4 church. Minimum compensation should be \$82,224. As a minimum this should be used as a starting point in the negotiation. Vestries/Bishop's Committees should seriously consider appropriate compensation.
2. Clergy with 20 years of service is called to serve in a Category 2 Parish. Minimum compensation should be \$118,428. As a minimum this should be used as a starting point in the negotiation. Vestries/Bishop's Committees should seriously consider appropriate compensation.
3. Clergy with 25 years of service is called to serve as a part salary vicar in a Category 4 Mission. The position is for 50% of salary. Minimum compensation should be \$48,966 ( $\$97,932$  divided by 2 = \$48,966). As a minimum this should be used as a starting point in the negotiation. Vestries/Bishop's Committees should seriously consider appropriate compensation.
4. Clergy with 2 years of service is called to serve in a Category 3 church. Minimum compensation should be \$79,776. However, due to the parameters of the search and the scarcity of applicants, the congregation agreed to pay the clergy \$85,000.

### **Some Definitions:**

Years of service is defined as the number of years since ordination to the diaconate or the number of years since the clergy person's orders were received into the Episcopal Church. Years of service for clergy ordained in churches in full communion with the Episcopal Church is defined as the number of years since ordination to the diaconate.

Years of service for ELCA pastors serving the diocese is defined as years since ordination as a Lutheran pastor.

If the clergy person was ordained mid-year the years of service on January 1<sup>st</sup> of the year being used for budgeting purposes is rounded down. (For example: a person ordained 4.5 years as of January 1<sup>st</sup> would be determined to have 4 years of service for budgeting purposes.)

## Resolution 2

**TITLE:** Revisions to the Canons of the Protestant Episcopal Church in the Diocese of Hawai'i

**SPONSOR:** Standing Committee

**CONTACT NAME:** Dan Leatherman, On behalf of Standing Committee

**ADDRESS:** 229 Queen Emma Sq. Honolulu, HI 96813

**PHONE:** 808-536-7776

**EMAIL:** [daniel.leatherman@sttimothysaiea.org](mailto:daniel.leatherman@sttimothysaiea.org)

BE IT RESOLVED, that the Canons of the Protestant Episcopal Church in Hawai'i be amended as follows:

[continued on next page]



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**CANONS  
OF  
THE PROTESTANT EPISCOPAL CHURCH  
IN  
THE DIOCESE OF HAWAII**

**As amended through  
October 24, 2015  
October 23, 2021**

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October 2021

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## CANONS

### I. THE CONVENTION

#### **Canon 1. Clerical Members of Convention**

Sec. 1.1. At least two weeks prior to the day of convening of the Convention in any annual or special session, the Bishop, or, if there be no Bishop, the President of the Standing Committee, shall cause to be prepared a list of all the clergy canonically resident in this Diocese, specifying the dates of the beginning of their canonical residence and the titles of their respective Pastoral Cures, or, in the case of those without Pastoral Cure, the dates above prescribed, the names of their respective positions, if any, and their places of residence; but no such clergy while suspended from the ministry shall have a place on such list. There shall be indicated on such list the names of such clergy entitled to seats and votes in the Convention as prescribed by Article III of the Constitution of this Diocese, and such indication shall be taken as presumptive evidence of the rights of those who shall be thus indicated, and of the right of no others. Such list shall be laid before the Convention immediately after it shall have been called to order and shall be appended to the Journal. ~~This list shall include clergy of denominations in full communion with the Episcopal Church who are installed as rector, vicar, priest-in-charge, Associates, Curates, or Youth Ministers of an Episcopal Church in the Diocese of Hawaii.~~ The clerical membership of the Convention shall be constituted as follows: All Bishops, Priests, and Deacons who are canonically resident in the Diocese, as well as clergy of denominations in full communion with the Episcopal Church who are installed as rector, vicar, priest-in-charge, Associates, Curates, or Youth Ministers of an Episcopal Church in the Diocese of Hawai'i. Chaplains at Episcopal Schools who are ordained in full-communication partner Churches, but are not Episcopal clergy may be given seat and voice at Convention, but not vote.

Sec. 1.2. If the right of any clergy to a seat and vote in the Convention is claimed or disputed, the Convention, after having heard the report and recommendation, if any, of the Committee on Credentials, shall determine either question in conformity with the provisions of the Constitution of the Diocese and of these Canons.

Sec. 1.3. It shall be the duty of all clergy having the right to vote in the Convention to attend every meeting thereof. Such clergy who shall absent themselves from Convention shall do so only with the previous consent of the Bishop.

(Amended: Sec. 1.1, 47th Ann. Conv. 2015. Amended: Sec.1.1, 53<sup>rd</sup> Ann. Conv. 2021)

#### **Canon 2. Lay Members of Convention**

Sec. 2.1. The election of lay delegates and alternate lay delegates to the Convention of this Diocese shall be certified by the Rector, Vicar, or Priest-in-Charge of the Parish or Mission which they represent, or, in the absence of such a person, by a Warden of such Parish or Mission, and also, in every case, by the Clerk of such Parish or Mission. Certification of their election shall be upon a form approved by the Committee on Credentials, and no other certificate or evidence of

the election of any lay delegate or alternate lay delegate shall be allowed or received except in accordance with Canon 2.4 below. The Secretary of the Convention, not less than one month before the date appointed for the convening of an annual or special meeting of the Convention, shall send to the Rector of every Parish and a Vicar of every Mission in canonical union with the Convention blank certificates of election of lay delegates and alternate lay delegates; provided, that if any such Parish or Mission be without a Rector or a Vicar, then such blank certificates shall be sent to the Priest-in-Charge thereof or if there be none, to the Senior Warden or Bishop's Warden.

Sec. 2.2. The certificates of election herein prescribed shall be delivered to the Committee on Credentials, through its ~~Chairman~~ Chair, not less than ten days prior to the day appointed for the convening of the Convention. From these certificates, the Committee on Credentials shall prepare a list of the lay delegates entitled to seats and votes in the Convention, and such list shall be appended to the Journal.

Sec. 2.3. If the right of any lay delegate to a vote in the Convention is claimed or disputed, the Convention, after having heard the report and recommendation, if any, of the Committee on Credentials, shall determine either question in conformity with the provisions of the Constitution of the Diocese and of these Canons.

Sec. 2.4. In the case of failure of one or more delegates or alternates from any Parish or Mission to attend the Convention, the Rector, Vicar, or Priest-in-Charge of such congregation shall have the power to appoint alternates to replace them. In the absence of such Rector, Vicar, or Priest-in-Charge, or such person's failure to act, the power of appointment shall fall to the Wardens in order of precedence. In the event there be no Wardens, or upon their failure to act, the power of appointment shall fall to the Bishop. Any such appointments shall be promptly reported to the Committee on Credentials.

Sec. 2.5. The lay delegates elected for an annual meeting of the Convention shall serve as delegates for any special meeting of the Convention which shall be convened subsequent to such annual meeting of the Convention and prior to the following annual meeting, provided, however, that any Parish or Mission has the power to fill vacancies or to make changes in their delegation, giving due notice thereof to the Committee on Credentials in accordance with the provisions of this Canon.

Sec. 2.6. It shall be the duty of every Parish and Mission entitled to representation in the Convention to send lay delegates to every session of the Convention in accordance with the provisions of the Constitution. It shall be the duty of lay delegates to insure by their attendance at all sessions of that Convention of which they are members that their Parish or Mission electing them is at all times fully represented.

Sec. 2.7. If, for whatever cause, a Parish or Mission is not represented at any Convention or during any portion thereof, such Parish or Mission shall nonetheless be bound by all acts of such Convention.

Sec. 2.8. No Parish or Mission which shall have failed to pay any assessment properly levied upon it for the preceding fiscal year by the 15th day subsequent to the end of such fiscal year shall be entitled to representation in the Convention; provided, however, that the lay delegates representing such delinquent Parish or Mission may be admitted to seats and votes by the vote of the Convention upon the payment in full of such existing delinquency, or, by a majority vote of the Convention upon the report and recommendation of the Diocesan Council. The Treasurer of the Diocese shall report all such delinquencies to the Committee on Credentials no later than ten days prior to the day on which the Convention convenes, and the Committee shall report the same to the Convention in its initial report to certify the presence of a quorum.

(Amended: Sec. 2.1, 11<sup>th</sup> Ann. Conv. 1979; Sec. 2.8, 29<sup>th</sup> Ann. Conv. 1997)

### **Canon 3. The Secretary of the Convention**

Sec. 3.1. In addition to the duties prescribed in the Constitution of the Diocese and elsewhere in these Canons, the Secretary of the Convention shall have the following responsibilities:

Sec. 3.1.1. To record the minutes of the proceedings of the Convention and, when approved by the Committee for the Approval of the Minutes, to enter them in the Journal.

Sec. 3.1.2. To send the blank certificates of election of lay delegates and alternates as required by Sec. 2.1.

Sec. 3.1.3. To furnish a list of the members of every special committee appointed ad interim to the ~~chairman~~ chair of such committee, with a copy of the resolution creating it.

Sec. 3.1.4. To send to the Secretary of the House of Deputies of the General Convention a proper certificate of the election of Clerical and Lay Deputies as representatives in the General Convention, and to perform such other duties as may be required by the authority of the General Convention.

Sec. 3.2. The Secretary of the Convention shall attend to the production, under the supervision of the Bishop, and distribution of a sufficient number of copies of the Journal of the Convention which shall contain a directory of Diocesan officers, commissions, and departments, a list of the clergy of the Diocese and of Parishes and Missions and of lay delegates present at the meeting of the Convention, the Bishop's annual address to the Convention, the minutes of the proceedings of the Convention, a list of the Committees of the Convention, the Necrology, and such reports to the Convention as may be specified. Distribution of said Journal shall be made as follows:

Sec. 3.2.1. One copy to every member of the clergy canonically resident and domiciled in the Diocese.

Sec. 3.2.2. One copy to the clerk of each Parish and Mission in the Diocese.

Sec. 3.2.3. Two printed copies certified to be correct by the Bishop and by the Secretary of the Convention to the Registrar.

Sec. 3.2.4. One copy each to the Presiding Bishop, the President of the House of Deputies, the ~~Chairman~~ Chair of the Joint Commission on the State of the Church, and to such others as required by the General Convention or Ecclesiastical Authority.

Sec. 3.3. The Secretary shall furnish to the Treasurer of the Diocese within one month after the adjournment sine die of the session of the Convention, a true statement of all special appropriations allowed by the Convention and not included in any approved budget. The Secretary shall also examine and certify to the Treasurer of the Convention the bills for printing and other expenses of the Journal and for any other official work as appropriate.

Sec. 3.4. The Secretary shall perform any other duties of the office as the General Constitution and Canons, the Convention and the Ecclesiastical Authority may direct.

(Amended: 11<sup>th</sup> Ann. Conv. 1979; Sec. 3.2, 16<sup>th</sup> Ann. Conv. 1984; 32<sup>nd</sup> Ann. Conv. 2000)

#### **Canon 4. The Treasurer of the Convention**

Sec. 4.1. The Treasurer of the Diocesan Council shall be ex officio, the Treasurer of the Convention.

Sec. 4.2. It shall be the duty of the Treasurer to establish the budget for each annual meeting of the Convention and any special meeting of the Convention and to submit the same to the Diocesan Council for inclusion in the annual budget to be presented to the Convention.

Sec. 4.3. It shall be the duty of the Treasurer of the Convention to administer the shared travel expense fund of the Convention in the following manner:

Sec. 4.3.1. The total amount of the air fare of all members of Convention, both clerical and lay, parochial and non-parochial, who shall be located on islands other than the island on which the Convention is to be held shall be determined.

Sec. 4.3.2. Such amount shall be divided by a number equal to the maximum number of lay members of the Convention.

Sec. 4.3.3. The share of each Parish and Mission shall be determined by multiplying the figure arrived at in Sec. 4.3.2 above times the number of lay delegates to which such Parish or Mission is entitled. Such amount shall be collected by the Treasurer prior to the meeting of the Convention being convened.

Sec. 4.3.4. Upon certification of actual travel expenses of each clerical member of the Convention and from each Parish or Mission of its lay delegates to the Convention who attended from an island other than the island on which the Convention was held, the Treasurer shall disburse the appropriate amounts.



Sec. 4.3.5. In the event of a surplus in the fund, such surplus ~~shall be utilized in the subsequent year and the travel expense fund assessments to each Parish and Mission shall be reduced accordingly~~ may accrue for Conventions held on neighbor islands and be utilized in ~~the subsequent years and~~ or the travel expense fund assessments to each Parish and Mission ~~shall~~ may be reduced accordingly.

Sec. 4.3.6. In the event any Parish or Mission ~~shall fail~~ is unable to remit, its share as required, an amount equal to such share shall be deducted from the payments of its Diocesan assessment and in the event this results in a deficiency in the latter, appropriate sanctions found elsewhere in these Canons shall apply.

Sec. 4.4. The Treasurer shall perform any other duties pertaining to the office as the Convention or the Ecclesiastical Authority may direct.

(Amended: 4.3.5 and 4.3.6, 53<sup>rd</sup> Ann. Conv. 2021)

## **Canon 5. Business of the Convention**

Sec. 5.1. At the opening of Convention, the President shall call it to order.

Sec. 5.1.1. In the absence of a Bishop, the President of the Standing Committee shall call the Convention to order and a President pro tempore of the Convention shall be elected from among its members.

Sec. 5.2. The President shall call for a report from the Committee on Credentials in order to ascertain the presence of a quorum. In the event such a quorum is present, the President shall declare the Convention open and ready for business.

Sec. 5.3. The President shall then call for a report from the Committee on Dispatch of Business which shall recommend such changes, if any, as may be appropriate to the Standing Order of Business. For all annual meetings of the Convention, such Order of Business shall include the following:

- Announcement of committee appointments;
- Nominations from the floor for offices to be filled by the Convention;
- The election of officers;
- The presentation of annual reports;
- The report of the Treasurer of the Diocese;
- Presentation of the annual budget;
- Reports of committees of the Convention and of Diocese as appropriate;
- The selection of the times and places for subsequent annual meetings of the Convention.

(Amended: Sec. 5.3, 33<sup>rd</sup> Ann. Conv. 2001)



## **Canon 6. Committees of the Convention**

Sec. 6.1. Within 120 days of the adjournment of each annual meeting of the Convention, the President of the Convention shall appoint the membership of those committees enumerated hereafter. Additional committees may be created by the Convention as deemed appropriate. The members of each committee shall serve until the convening of the annual meeting of the Convention next following the one to which they are elected and any vacancies occurring may be filled immediately. The President shall announce the appointments at each annual meeting of the Convention. Except as otherwise indicated, the composition and membership of each committee shall be determined at the discretion of the President.

Sec. 6.2. The Committee on Credentials shall consider all claims and disputes affecting the right to seat or representative privilege in the Convention and shall perform such other like duties as may be assigned to it by these Canons or by the Convention. The Secretary of the Convention shall be a member of this committee ex-officio.

Sec. 6.3. The Committee on Dispatch of Business shall arrange the agenda for sessions of the Convention, expedite the transaction of business in an orderly manner and present for consideration of the Convention all unfinished or delayed business. The committee shall also consider, prior to and during the Convention sessions, all proposed additions to, amendments to and alterations of the Rules of Order of the Convention. The Chancellor shall be a member of this committee ex-officio.

Sec. 6.4. The Committee on Nominations shall present candidates for each office or position to be elected. Upon the request of the Bishop, this committee shall act as a council of advice with regard to those Diocesan offices or positions which are filled on the appointment of the Bishop and confirmation by the Convention.

Sec. 6.5. The Committee on Constitution and Canons shall have the responsibility to consider and report to the Convention on all proposed changes to the Constitution and Canons, and the Charter of the Diocesan Corporation.

Sec. 6.6. The Committee on Elections shall have the duty to supervise, in the interest of accuracy and fairness, all elections by ballot of the members of the Convention and also, when requested by the President, to determine the results of other voting by the Convention.

~~Sec. 6.7. The Committee on Necrology shall have the duty to report to each annual meeting of the Convention a list of clergy and laity who since the last annual meeting of the Convention have departed this life and shall offer suitable memorials or resolutions pertaining thereto.~~

Sec. ~~6.8~~ 6.7. The Committee on Resolutions shall consider and evaluate such resolutions as shall be referred to it by the President of Convention and shall recommend to the Convention such action thereon as it deems appropriate. The committee may offer resolutions of courtesy on its own initiative. The resolutions which shall be referred to the Committee on Resolutions shall be those which do not fall within the purview of any other committee or commission of the Convention.

Sec. ~~6.9~~ 6.8. The Committee on the Bishop's Address shall present to the Convention matters raised in the Bishop's Address for which consideration and action by the Convention is necessary or proper.

Sec. ~~6.10~~ 6.9. The Committee to Approve the Minutes of the Convention shall have the responsibility of reviewing the minutes and the approval of same prior to their being printed in the Journal.

Sec. ~~6.11~~ 6.10. The Committee on Convention Plans shall have the responsibility of planning for the annual meetings and any special meetings of the Convention. In addition to any members appointed by the President, there shall be the following exofficio members: The President, the Chancellor, the ~~Chairman~~ Chair of each of the above committees and the Secretary and Assistant Secretary of the Convention.

(Amended: Sec. 6.11, 16<sup>th</sup> Ann. Conv. 1984. ~~Removed Sec. 6.7 and renumbered Sections 6.8, 6.9, 6.10, 53<sup>rd</sup> Ann. Conv. 2021~~)

## **Canon 7. Rules of Order**

Sec. 7.1. In addition to the Constitution and Canons of this Diocese, but not in conflict therewith, for the regulation of legislative action, the proceedings of the Convention shall be by Rules of Order, which, having been once adopted, shall continue in force until they shall have been amended, repealed or suspended.

## **II. OFFICERS OF THE DIOCESE**

### **Canon 8. The Treasurer of the Diocese**

Sec. 8.1. In addition to the duties prescribed elsewhere in these Canons and as enumerated in the By-Laws of the Diocesan Corporation, the Treasurer of the Diocese shall have the following responsibilities:

Sec. 8.1.1. To act as the financial agent of the Diocese for the receipt and disbursement of funds collected under the authority of the Convention, the receipt and disbursement whereof are not otherwise regulated.

Sec. 8.1.2. As requested, to present to the Diocesan Council, a report at any meeting thereof as to the financial condition of the Diocese from time to time.

Sec. 8.1.3. To present annually to the Convention a written account of the several funds in the custody of the Treasurer for the previous fiscal year.

Sec. 8.1.4. To deliver to a duly elected successor all funds, credit accounts, papers and books belonging to the Diocese and held in custody and to take a proper receipt therefor.

Sec. 8.2. The accounts and records of the Treasurer shall be audited annually by an independent certified public accountant approved by the Diocesan Council.

Sec. 8.3. The Treasurer may be removed from office at any time by the Bishop, acting by and with the advice and consent of the Diocesan Council, for any neglect, misconduct or incapacity.

Sec. 8.4. The Treasurer shall may receive such salary as is approved by the Convention upon the recommendation of the Diocesan Council from the Standing Committee to the Diocesan Council for their final recommendation to the Convention.

(Amended: Sec. 8.4, 53<sup>rd</sup> Ann. Conv. 2021)

### **Canon 9. The Registrar of the Diocese**

Sec. 9.1. It shall be the duty of the Registrar of the Diocese to receive and preserve in some safe place, the Journals of the Convention of this Diocese, the Journals of the General Convention, such other records as belong or shall hereafter belong to the Convention and all Parish Registers, documents and papers belonging to the Diocese, the Standing Committee or other Diocesan bodies or officers and not required to be kept by any other person or officer.

Sec. 9.2. The Diocese shall provide a fireproof safe in a suitable place for the safekeeping of the Registrar's records.

Sec. 9.3. In the case of the death or inability to act of the Registrar, a successor shall be confirmed by a majority vote of the Diocesan Council upon the appointment by the Bishop.

### **Canon 10. The Historiographer of the Diocese**

Sec. 10.1. It shall be the duty of the Historiographer of the Diocese to collect and preserve such materials as can be obtained relative to the history of the Diocese, its Bishops, Parishes, Missions, institutions and undertakings, and so to arrange, catalog and classify all such books, documents, photographs and papers in his their custody as to make their content accessible for reference and research. All such materials shall remain the property of the Diocese and shall be delivered to the custody of a duly elected successor in office.

Sec. 10.2. Records and materials in the custody of the Historiographer shall be available for research purposes to persons approved by the Bishop, and shall be made accessible by the Historiographer under such rules as may be reasonably established.

Sec. 10.3. The Historiographer, when requested by either the Bishop or the Convention, shall obtain, prepare and furnish material or data on any specific matter and shall make a report of such findings to the Bishop or the Convention at its next annual session as appropriate.

Sec. 10.4. The Historiographer shall annually present to the Convention a written report showing the performance of the duties of the office, the condition of the collections and the

additions made to them, with such recommendations as may appear proper concerning their safe preservation, arrangement and increase, and concerning the best method of securing to the Church a knowledge of all matters of importance contained therein.

### **Canon 11. The Chancellor of the Diocese**

Sec. 11.1. In addition to the duties elsewhere prescribed in the Constitution of the Diocese and these Canons, it shall be the duty of the Chancellor:

Sec. 11.1.1. To serve as parliamentarian to the meetings of the Convention and the Diocesan Council.

Sec. 11.1.2. On request of the Ecclesiastical Authority of the Diocese to render opinions as to legal construction of the General Constitution and Canons and of the Diocesan Constitution and Canons.

Sec. 11.1.3. To be the advisor, when requested by each, confidential or otherwise, of the Bishop, the Diocesan Council, and the Standing Committee.

Sec. 11.1.4. To represent the Diocese, unless unable to do so, in all litigation involving the interest, rights, or property of the Diocese.

Sec. 11.1.5. On the request of the same, to give advice and assistance to the Parishes and Missions of the Diocese.

Sec. 11.2. In fulfilling the duties enumerated above, the Chancellor may call on the services of the Vice Chancellor and Deputy Vice Chancellors, if any.

Sec. 11.3. In the event of a vacancy in the office of Chancellor or Vice Chancellor, the Bishop, with the advice and consent of the Diocesan Council, may appoint a successor until the next annual meeting of the Convention.

Sec. 11.4. Whenever the Bishop shall so desire, subject to confirmation by a majority vote of the Convention, the Bishop may appoint an individual who has previously served the Diocese as Chancellor to the honorary position of Chancellor Emeritus. Appointment to the honorary position of Chancellor Emeritus shall continue for the appointee's lifetime unless and until such appointee shall resign or shall be removed pursuant to the provisions of Canon 12.

(Added: Sec. 11.4, 20<sup>th</sup> Ann. Conv. 1988)

### **Canon 12. Removal of Officers**

Sec. 12.1. If, while the Convention is not in session, a majority of the whole number of the members of the Diocesan Council shall deem it necessary or expedient to remove from office any of the officers of the Diocese or officers of the Convention, the reason therefor shall be

communicated to the Bishop in writing and the Bishop thereupon shall call a special meeting of the Standing Committee to consider the matter.

Sec. 12.2. If upon hearing the charges and the defense, if any, the Standing Committee, or a majority of the whole membership thereof, shall find such removal in the best interests of the Diocese, and if the Bishop shall concur in such judgments, such removal shall be ordered by the Bishop.

### III. ORGANIZATION OF THE DIOCESE

#### **Canon 13. The Diocesan Council**

Sec. 13.1. There shall be a Diocesan Council (hereinafter referred to as the "Council") which shall be composed of the Bishop Diocesan, the Bishop Coadjutor and the Bishop Suffragan, if there be such, and the following members elected by the Convention: five (5) clerical members, ~~one (1) clerical member each from the Counties of Hawai'i, Kaua'i, Maui, and the City and County of Honolulu, and one (1) clerical member-at-large,~~ one (1) lay member each from the Counties of Hawai'i, Kaua'i, Maui, and the City and County of Honolulu, and three (3) lay members-at-large ~~with no more than one (1) lay member-at-large from each of the Counties of Hawai'i, Kaua'i, Maui, and the City and County of Honolulu.~~ Members shall be divided into three (3) classes so that the terms of four (4) members shall expire each year with no more than two (2) clerical members in a class. ~~Class 1 will consist of one (1) clergy, one (1) lay member at large, the Hawai'i lay member, and the Honolulu lay member. Class 2 will consist of two (2) clergy members, the Kauai lay member, and one (1) lay member at large. Class 3 will consists of two (2) clergy, the Maui lay member, and one (1) lay member at large.~~ ~~Class 1 will consist of one (1) clergy from Hawai'i, one (1) lay member-at-large, and Maui and Kaua'i lay members. Class 2 will consist of the Maui clergy and the clerical-at-large, the City and County of Honolulu lay member, and one (1) lay member-at-large. Class 3 will consist of the Kaua'i and the City and County of Honolulu clergy, the Hawai'i lay member, and one (1) lay member-at-large.~~ Each lay member shall be, at the time of election, at least eighteen (18) years of age and a communicant in good standing and each clerical member shall be canonically resident in the Diocese of Hawai'i. The Council shall have power to fill vacancies occurring through any cause in its membership elected by the Convention, for the remainder of such term; unless such vacancy occurs sixty (60) days before the annual meeting of the Convention; in which case the vacancy shall be filled through election by the Convention. A vacancy in a county membership shall be filled by a person from the County from which such vacancy exists for such unexpired term. A permanent vacancy shall be declared to exist upon the majority vote of the entire membership of the Diocesan Council when a member shall have been absent, without cause, for three (3) successive regular Diocesan Council meetings or for a period of three (3) successive months, if more than three (3) regular meetings have been held within such period. A majority of the members shall constitute a quorum; provided, however, that the quorum shall contain a minimum of two (2) clerical members. No member, who has served two (2) consecutive full three-year terms, shall be eligible for reelection until the second annual meeting of the Convention following the annual meeting at which said terms expire. The terms of the members shall be three (3) years; however, they shall remain in office until their respective successors have been elected. No member shall serve concurrently on the Standing Committee.

(Amended: 24<sup>th</sup> Ann. Conv. 1992; 26<sup>th</sup> Ann. Conv. 1994, eff. after 27<sup>th</sup> Ann. Conv. 1995; 30<sup>th</sup> Ann. Conv. 1998; 31<sup>st</sup> Ann. Conv. 1999; 37<sup>th</sup> Ann. Conv. 2005; 39<sup>th</sup> Ann. Conv. 2007; 43<sup>rd</sup> Ann. Conv. 2011. Amended: 13.1, 53<sup>rd</sup> Ann. Conv. 2021)

Sec. 13.2. The officers of the Council shall be a President, who shall be the Bishop; a Vice President, who shall be the Bishop Coadjutor, if there be one, or, if not, the Suffragan Bishop, if there be such, and if none such, then a member elected by the Council; a Treasurer appointed by the Bishop with the advice and consent of the Council, an Assistant Treasurer elected by the Council from among its own members, and a Secretary and Assistant Secretary elected by the Council from among its own members. In the absence of the President, the Vice President shall be the presiding officer.

Sec. 13.3. The Council shall have the following responsibilities:

Sec. 13.3.1. The Council shall exercise all powers of the Convention between meetings thereof and shall act on its behalf with regard to all matters.

Sec. 13.3.2. The Council shall be the program planning and policy making body of the Diocese between meetings of the Convention.

Sec. 13.3.3. The Council shall interpret, detail and/or adjust any policy, program and budget to meet the realities of changing situations and availability of funds.

Sec. 13.3.4. The Council may approve the initiation and development of such new work between annual meetings of the Convention as is deemed necessary and consistent with Convention policy.

Sec. 13.4. The duties of the Council shall be to:

Sec. 13.4.1. Provide leadership for enabling congregations to meet the mission and vision of the Diocese.

Sec. 13.4.2. Shall annually submit to the Convention a budget based on the goals and objectives developed for the ensuing year for the program of the Diocese, including administrative expenses and the Diocesan contribution to the National Church.

Sec. 13.4.3. Provide for an annual review and revision of the personnel policies to cover clergy and lay members employed by the ~~Diocese~~ **The Episcopal Church in Hawai'i** and clergy and lay workers within the Parishes and Missions of the Diocese.

Sec. 13.4.4. In the event of a vacancy in the Episcopate, and there be no Suffragan Bishop, in cooperation with the Standing Committee, to make the necessary arrangements for the continuing management of the Diocese.

Sec. 13.5. In accordance with Canon 18, the Council may from time to time establish such commissions, committees, task forces, and other groups as are necessary to aid the Council in



conducting the business of the Diocese. All Bishops of the Diocese shall be, ex officio, members of each commission, committee, task force, or other group established by Council, and the Bishop Diocesan, or the Vice President of Council if there is no Bishop Diocesan, shall appoint the conveners, chairs, and members of all such groups with the advice of Council.

(Amended: 31<sup>st</sup> Ann. Conv. 1999. The amendments adopted at the annual meeting in 1999 became effective at the convening of the annual meeting in 2000; Amended: Secs. 13.4 and 13.5, 43<sup>rd</sup> Ann. Conv. 2011)

**Canon 13A. Regions**

Sec. 13A.1. There shall be seven regions (“Regions”, each of which is a “Region”). The Regions of Hawai‘i, Kaua‘i and Maui shall include parishes, missions and institutions in the Counties of Hawai‘i, Kaua‘i and Maui, respectively. The Regions of Central O‘ahu, East O‘ahu, West O‘ahu and Windward O‘ahu shall include the parishes, missions and institutions in the City and County of Honolulu as determined from time to time by the Diocesan Council. Institutions shall include those described in Canon 16 but not those described in Canon 17.

Sec. 13A.2. Each Region shall nurture its churches and institutions and help them to relate to the wider Church, shall be tools of evangelism, and shall do such other things as it may deem useful to further the Kingdom of God. The manner in which Regions accomplish this shall be the decision of each Region.

(Adopted: 24<sup>th</sup> Ann. Conv. 1992; Amended: Sec. 13A.2 and 13A.2A, 27<sup>th</sup> Ann. Conv. 1995; 31<sup>st</sup> Ann. Conv. 1999. The amendments adopted at the annual meeting in 1999 became effective at the convening of the annual meeting in 2000; Amended in its entirety: 43<sup>rd</sup> Ann. Conv. 2011)

**Canon 14. The Standing Committee**

Sec. 14.1. There shall be a Standing Committee for Diocese of Hawai‘i as provided for by the Constitution of the Diocese and the Constitution and Canons of the Protestant Episcopal Church in the United States of America **otherwise known as The Episcopal Church, (which is hereby recognized as designating this Church.)**

Sec. 14.2. It shall be the duty of the Standing Committee, along with other duties as prescribed by the Constitution of the Diocese and the Constitution and Canons of the Protestant Episcopal Church in the United States of America to serve as the Bishop’s council of advice.

Sec. 14.3. It shall be the duty of the Standing Committee to conduct a mutual ministry review with the Bishop and the Diocese at least once every three years.

Sec. 14.4. It shall be the duty of the Standing Committee to review annually the compensation to be paid to the Bishops and all clergy and lay employees of the **Diocese Episcopal Church in Hawai‘i. The Standing Committee is to** make recommendations pertinent thereto to the Diocesan Council and to the Convention.

(Amended in its entirety, 43<sup>rd</sup> Ann. Conv. 2011; added: Secs. 14.3 and 14.4, 47th Ann. Conv. 2015. Amended: Sec. 14.1 and Sec. 14.4, 53<sup>rd</sup> Ann. Conv. 2021)

### **Canon 15. The Commission on Ministry**

Sec. 15.1. The membership of the Commission on Ministry shall consist of four (4) clerical members canonically resident in this Diocese and four (4) lay members. The members shall be appointed by the Bishop and confirmed by a majority vote of the members of the Convention at the annual meeting for terms of four (4) years or until their successors are duly appointed and confirmed. The terms of the members shall be staggered so that the term of one member in each order shall expire at each annual meeting of the Convention. Should a vacancy occur between annual meetings of the Convention, it may be filled for the remainder of the term by appointment of the Bishop and confirmation by the Standing Committee.

Sec. 15.2. The Commission on Ministry may adopt rules for its work, subject to the approval of the Bishop.

Sec. 15.3. The Commission on Ministry shall assist the Bishop in matters pertaining to the enlistment and selection of persons for the Ministry: in the guidance and pastoral care of all Postulants, Candidates for Holy Orders, Deacons, and Licensed Lay Ministries; ~~Deaconesses, if there be such, and Professional Church Workers;~~ and shall assist the Bishop in matters pertaining to the continuing education of the Ministry.

Sec.15.3.1 Regarding Licensed Lay Ministries, a confirmed communicant in good standing or, in extraordinary circumstances, subject to guidelines established by the Bishop, a communicant in good standing, may be licensed by the Ecclesiastical Authority to serve as Pastoral Leader, Worship Leader, Preacher, Eucharistic Minister, Eucharistic Visitor, Evangelist, or Catechist. Requirements and guidelines for the selection, training, continuing education, and deployment of such persons, and the duration of licenses shall be established by the Bishop in consultation with the Commission on Ministry.

Sec.15.3.2 (a) The Member of the Clergy or other leader exercising oversight of the congregation or other community of faith may request the Ecclesiastical Authority with jurisdiction to license persons within that congregation or other community of faith to exercise such ministries. The license shall be issued for a period of time to be determined under General Canon III.4.1(a) and may be renewed. The license may be revoked by the Ecclesiastical Authority upon request of or upon notice to the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

(b) In renewing the license, the Ecclesiastical Authority shall consider the performance of the ministry by the person licensed, continuing education in the licensed area, and the endorsement of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith in which the person is serving.

(c) A person licensed in any Diocese under the provisions of this Canon may serve in another congregation or other community of faith in the same or another Diocese only at the invitation of the Member of the Clergy or other leader exercising oversight, and with the consent of the Ecclesiastical Authority in whose jurisdiction the service will occur.

Sec. 15.3.3: A Pastoral Leader is a lay person authorized to exercise pastoral or administrative responsibility in a congregation under special circumstances, as defined by the Bishop.

Sec. 15.3.4: A Worship Leader is a lay person who regularly leads public worship under the direction of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Sec. 15.3.5: A Preacher is a lay person authorized to preach. Persons so authorized shall only preach in congregations under the direction of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Sec. 15.3.6: A Eucharistic Minister is a lay person authorized to administer the Consecrated Elements at a Celebration of Holy Eucharist. A Eucharistic Minister should normally act under the direction of a Deacon, if any, or otherwise, the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Sec. 15.3.7: A Eucharistic Visitor is a lay person authorized to take Consecrated Elements in a timely manner following a Celebration of Holy Eucharist to members of the congregation who, by reason of illness or infirmity, were unable to be present at the Celebration. A Eucharistic Visitor should normally act under the direction of a Deacon, if any, or otherwise, the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Sec. 15.3.8: A Catechist is a lay person authorized to prepare persons for Baptism, Confirmation, Reception, and the Reaffirmation of Baptismal Vows, and shall function under the direction of the Member of the Clergy or other leader exercising oversight of the congregation or other community of faith.

Sec. 15.3.9: An Evangelist is a lay person who presents the good news of Jesus Christ in such a way that people are led to receive Christ as Savior and follow Christ as Lord in the fellowship of the Church. An Evangelist assists with community's ministry of evangelism in partnership with the Presbyter or other leader exercising oversight of the congregation, or as directed by the Bishop.

Sec. 15.4. In the presence and under the guidance and oversight of the Bishop, the Commission on Ministry shall interview each Candidate prior to ordination, alike to the Diaconate and the Priesthood, to ascertain such Candidate's personal readiness for such ordination. The results of this interview shall be reported in writing without delay to the Bishop and the Standing Committee.

Sec. 15.5. In those cases where the conduct and evaluation of the examination of persons for Holy Orders is assigned to the Commission on Ministry, the Commission shall make the report called for under Title III, **Canon 15, Section 4** ~~Canon 31~~ of the General Canons and shall transmit a copy of said report to the General Board of Examining Chaplains.

(Amended: Sec. 15.1 and Sec. 15.5, 33<sup>rd</sup> Ann. Conv. 2001. Amended: Sec. 15.3 and added Sec. 15.3.1 through 15.3.9, and amended 15.5, 53<sup>rd</sup> Ann. Conv. 2021)

## **Canon 16. Organizations and Institutions**

### Sec. 16.1. Institutions of Parishes and Missions.

Sec. 16.1.1. No Mission shall create, sponsor, or participate in the creation of any institution such as a day school, day kindergarten, day-care school, retirement home, nursing home, community house, or other institution of a similar nature unless it shall first be approved by the Vicar, the Bishop's Committee, the Ecclesiastical Authority, and the Diocesan Council.

Sec. 16.1.2. No Parish shall create, sponsor, or participate in the creation of any institution such as a day school, day kindergarten, day-care school, retirement home, nursing home, community house, or other institution of a similar nature unless it shall first be approved by the Rector, the Vestry, and the Ecclesiastical Authority.

### Sec. 16.2. Organizations and Institutions of the Diocese.

Sec. 16.2.1. No Organization or Institution of the Diocese or of any Parish or Mission shall be incorporated without prior approval of the Diocesan Council, and the Ecclesiastical Authority, and approval by the Chancellor of its charter and bylaws.

Sec. 16.2.2. No Organization or Institution shall be deemed for any purpose the agent of the Diocese, and it may not obligate the Diocese by any contract, or pledge the credit of the Diocese.

Sec. 16.2.3. No Organization or Institution of the Diocese or of any Parish or Mission, whether incorporated or unincorporated, may use the word, Episcopal, in its name without the prior approval of the Ecclesiastical Authority and the Diocesan Council.

Sec. 16.2.4. The Convention may require any Organization or Institution to be terminated.

Sec. 16.3. The Ecclesiastical Authority and the Diocesan Council may require any Organization or Institution of the Diocese or of any Parish or Mission to incorporate under the Hawai'i Nonprofit Corporation Law.

(Adopted: 16<sup>th</sup> Ann. Conv. 1984; Added: Sec. 16A.3, 21<sup>st</sup> Ann. Conv. 1989)  
(Commission on Episcopal Schools repealed: 39<sup>th</sup> Ann. Conv. 2007)

## **Canon 17. Organizations, Institutions and Other Agencies in Affiliation with the Diocese**

Sec. 17.1. Any entity heretofore or hereafter organized may be identified as being affiliated with the Diocese, provided:

Sec. 17.1.1. It shall not be operated for profit and its articles of incorporation and bylaws if it is incorporated or its constitution if it is unincorporated shall specify a religious, charitable or educational purpose;

Sec. 17.1.2. It shall request affiliation with the Diocese, the Ecclesiastical Authority and Diocesan Council shall recommend affiliation to the Convention, the Chancellor shall certify that its articles of incorporation and bylaws or constitution meet the requirements of this Canon, and the Convention shall approve the affiliation by resolution;

Sec. 17.1.3. If incorporated, it shall be and remain in good standing under the Hawai'i Nonprofit Corporation Act; and, except as otherwise provided in this Canon, its articles of incorporation or bylaws or constitution shall provide that

(a) the Bishop or another person appointed by the Bishop shall be a member of the governing board; and

(b) the election of any person to the governing board shall be subject to the written consent of the Ecclesiastical Authority and of the Diocesan Council; provided, that, this Section 17.1.3 shall not apply, if upon written petition of an entity, the Ecclesiastical Authority and Diocesan Council waive some or all of the requirements of this Section 17.1.3 for entities in which the Church participates with other denominations on an ecumenical basis or in which community or other considerations justify an exception;

Sec. 17.1.4. It shall file with the Secretary of the Diocesan Council copies of its articles of incorporation and bylaws or constitution and all amendments thereto and copies of the minutes of its governing body on a timely basis;

Sec. 17.1.5. It shall make a written report to the annual meeting of the Convention; and

Sec. 17.1.6. It shall permit the Bishop or the Bishop's designee to visit it and examine its books, minutes, records and affairs to determine whether it conforms, and continues to conform, to the provisions of this Canon and whether its standards and performance of its work and service warrant continued recognition. If in the opinion of the Bishop it shall fail to meet such requirements, the Bishop may so report to the Convention, whereupon the Convention may take such action as, in its discretion, may be deemed appropriate, either to correct undesirable conditions or to end its status as an organization, institution or agency in affiliation with the Diocese.

Sec. 17.2. The Secretary of the Convention shall annually publish and the names of all organizations, institutions or agencies in affiliation with the Diocese in the Journal.

Sec. 17.3. Disclaimer. The affiliation, under the provisions of this Canon, of any entity as a Diocesan institution, or the continued recognition of any Diocesan institution heretofore affiliated, is made without any warranty, representation or assurance of any kind of any responsibility whatever on the part of the Bishop, the Diocese, The Episcopal Church in Hawai'i, or any committee, department, constituent part thereof or any of their employees, agents or representatives for any financial, contractual or legal obligation now existing, or which may hereafter be incurred, by or on behalf of any entity, except as may be expressly undertaken in a written agreement duly executed pursuant to appropriate corporate action authorized by the Convention or Diocesan Council and specifically approved by the Bishop.

Sec. 17.4. Exceptions. This Canon shall not apply to organizations authorized by other Canons, to religious communities, or to a Parish, a Mission, the Cathedral, the National Church or its Eighth Province.

Sec. 17.5. Incorporation. The Ecclesiastical Authority and the Diocesan Council may require any entity affiliated with the Diocese to incorporate under the Hawai'i Nonprofit Corporation Act.

Sec. 17.6. Name. No affiliated entity may use the word "Episcopal" in its name without the prior approval of the Bishop and the Diocesan Council.

Sec. 17.7. No entity within this Diocese shall represent that it is sponsored by or connected with the Church or the Diocese unless it has met and continues to meet the provisions of this Canon.

(Amended: All Sections, 21<sup>st</sup> Ann. Conv. 1989)

## **Canon 18. Committees and Commissions of the Diocese**

Sec. 18.1. To facilitate the work of the Diocese, the Convention or the Diocesan Council may from time to time establish such committees and commissions with such duties as it may determine, and, unless otherwise provided, the Bishop shall appoint members thereto.

Sec. 18.2. A commission, committee, task force, or other group established by Council may include persons not members of the Convention. The Bishop shall be, ex-officio, a member of all commissions and committees established under this Canon.

Sec. 18.3. The committees and commissions shall report and make recommendations to the annual meeting of the Convention next following upon their appointment, at the conclusion of which meeting they shall be considered discharged, unless specific actions contrary be taken.

### ~~IV. MISSIONS, PARISHES AND THE CATHEDRAL~~

### **IV. THE CATHEDRAL, PARISHES, MISSIONS, AND PREACHING STATIONS**

(Amended: Title IV Heading (to include Preaching Stations) 53<sup>rd</sup> Ann. Conv. 2021)

## **Canon 35 19. Church Records for all Congregations and Church Schools**

Sec. ~~35.1~~ 19.1. Great care shall be taken to preserve church records. The Rector, Vicar or Priest-in-Charge shall be the custodian of the Parish Register. Upon vacating a Cure, the Rector, Vicar or Priest-in-Charge shall deposit the Register with the Senior Warden of the Parish, the Warden of the Mission, or the Bishop.

Sec. ~~35.2~~ 19.2. When a new Parish Register shall be begun in any of the Parishes or Missions, the old one shall be sent to the Registrar for safekeeping, unless the Parish or Mission has a place for safekeeping satisfactory to the Bishop.

Sec. ~~35.3~~ 19.3. The Parish Register as adopted by the General Convention shall be the standard for this Diocese, and every Rector, Vicar, or Priest-in-Charge of a congregation, or the Warden of the same, when there is no Rector, Vicar or Priest-in-Charge, shall make the proper entries in the Register of the Parish or Mission, as required by the Canons of the General Convention.

Sec. ~~35.4~~ 19.4. It shall be the joint duty of every Rector and Vestry, Vicar and Bishop's Committee or other Priest-in-Charge of a Congregation, or, if there is no Rector, Vicar or Priest-in-Charge, of the Church Wardens, or other proper officers, to prepare, upon the blank form adopted by the General Convention, a report for the year ending December 31st preceding, and to deliver the same by the following first of February to the Ecclesiastical Authority. This report shall include the following information: (1) the number of baptisms, confirmations, marriages and burials during the year; the total number of baptized persons and communicants at the time of the report; (2) a summary of all receipts and expenditures from whatever source derived, and for whatever purpose used, and (3) a statement of the property held by the Parish or Mission, whether real or personal with an appraisal of its value, together with a statement of the indebtedness of the Parish or Mission, if any, and the amount of insurance carried.

Sec. ~~35.5~~ 19.5. Every Minister not in charge of any Parish or congregation shall report all occasional services, and if there be none, the causes and reasons which have prevented same. These reports or such part of them as the Bishop may deem proper shall be entered in the Journal. This report shall be made in the form of report adopted by the General Convention.

Sec. ~~35.6~~ 19.6. It shall be the duty of every Minister of the Church, head of every school or institution under the authority of the Church to report annually to the Convention a summary of any organization and source of income thereunder.

(Amended: 11<sup>th</sup> Ann. Conv. 1979; Amended by renumbering the Canon 53<sup>rd</sup> Ann. Conv. 2021)

## **Canon 21 20. The Cathedral Church**

Sec. ~~21.1~~ 20.1. The church, commonly known as "St. Andrew's," shall be the Cathedral Church of the Diocese.

Sec. ~~21.2~~ 20.2. There shall be established a governing body of the Cathedral which shall be entitled "The Chapter of the Cathedral of St. Andrew" the membership of which shall be as follows:

Sec. ~~21.2.1~~ 20.2.1. Ex-officio members including the Bishop, who shall be President, the Bishop Coadjutor and Suffragan Bishop if there shall be such, the Dean of the Cathedral, who shall be Vice President, the Senior Warden of the Cathedral, and the Junior Warden of the Cathedral; and

Sec. ~~21.2.2~~ 20.2.2. No less than four nor more than ten lay persons to be elected by the Cathedral congregation for terms of three years at each annual meeting of the Cathedral; and

Sec. ~~21.2.3~~ 20.2.3. One lay member and one clerical member to be elected for a term of two years at each annual meeting of the Convention; and

Sec. ~~21.2.4~~ 20.2.4. Such other members, not to exceed three in number, as may be provided for in the By-Laws of the Chapter.

Sec. ~~21.2.A~~ 20.2.A. In the event of a vacancy on the Chapter from among those individuals elected by the Cathedral congregation at its annual meeting, the Chapter shall have the power to fill such vacancy until the next annual meeting at which time an election shall be held to fill the unexpired term. In the event of a vacancy among the members elected at the annual meeting of the Convention, the Diocesan Council shall have the power to fill such vacancy until the next annual meeting of the Convention.

Sec. ~~21.3~~ 20.3. Except as otherwise provided for in this Canon 20, the congregation of the Cathedral shall be a Parish, with all the usual parochial organizations, rights and privileges, the Rector of which Parish shall be the Dean of the Cathedral.

Sec. ~~21.4~~ 20.4. The Dean shall be confirmed by a majority vote of the Chapter upon appointment by the Bishop. Subject to the control of the Bishop, the Dean shall:

Sec. ~~21.4.1~~ 20.4.1. In consultation with the Chapter, decide all matters pertaining to Cathedral services;

Sec. ~~21.4.2~~ 20.4.2. Exercise detailed supervision and management of the Cathedral;

Sec. ~~21.4.3~~ 20.4.3. Assign duties to the clergy of the Cathedral.

Sec. ~~21.5~~ 20.5. The clergy of the Cathedral shall be active Canons and shall be appointed by the Dean with the approval of the Bishop and confirmed by a majority vote of the Chapter.

Sec. ~~21.5.1~~ 20.5.1. The Canons shall perform such duties as shall be assigned to them by the Dean.



Sec. ~~21.5.2~~ 20.5.2. In the absence of the Dean, subject to the approval of the Bishop, the Chapter shall appoint a Canon to perform those duties delineated in Sec. 21.4 above.

Sec. ~~21.6~~ 20.6. The Bishop has the discretionary right to use the Cathedral upon due notice thereof to the Dean, has the general direction of the services therein and shall be invited to use it for Easter, at least three other Sundays each year and at Christmas.

Sec. ~~21.7~~ 20.7. The Cathedral Chapter may enact By-Laws not inconsistent with this Canon for the purpose of the orderly accomplishment of its business.

Sec. ~~21.8~~ 20.8. Upon adoption of this Canon, the former “Statutes of St. Andrew’s Cathedral Chapter” shall be repealed, however the validity of any previous action taken in accordance with them shall not be affected.

(Amended: Sec. 21.2A, 11th Ann. Conv. 1979; 12th Ann. Conv. 1980; **Amended by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021**)

### **Canon ~~20~~ 21. Organization and Recognition of Parishes**

#### A. Formation as a Mission

Sec. ~~20.1~~ 21.1. A congregation, other than an organized Mission in union with Convention, desiring to become a Parish of the Diocese and to be admitted into union with the Convention as such shall first follow the procedure outlined in the Canon entitled “Formation and Organization of Missions”.

#### B. Approval of Bishop and Standing Committee

Sec. ~~20.2~~ 21.2. An organized Mission desirous of becoming a Parish shall present to the Bishop a written petition signed by no less than twelve communicants of the Mission, including a majority of the members of the Bishop’s Committee, setting forth this desire and the reasons therefor. The petition shall be accompanied by evidence showing:

Sec. ~~20.2.1~~ 21.2.1. Authorized access to a location adequate to the current and immediately foreseeable future needs of the congregation; and

Sec ~~20.2.2~~ 21.2.2. The amount of money they are prepared to contribute to their self-support and a statement regarding their ability to meet their share of the annual Diocesan assessment and to further the work of the General Church and this Diocese.

Sec. ~~20.2.3~~ 21.2.3. A vision for their life as an Episcopal faith community.

Sec. ~~20.3~~ 21.3. The Bishop shall refer the petition to the Standing Committee for its advice and approval. If the Bishop and the Standing Committee both approve, they shall give their consent in the following forms:

Sec. 20.3.1 21.3.1. By the Standing Committee:

“The Standing Committee of the Diocese of Hawai`i, having duly considered the petition of \_\_\_\_\_, an organized Mission, to become a Parish, and having approved thereof, does hereby consent thereto.

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary”

Sec. 20.3.2 21.3.2. By the Bishop:

“I hereby give my canonical consent to \_\_\_\_\_, an organized Mission, to become a Parish.

\_\_\_\_\_  
Bishop”

#### C. Organization as a Parish

Sec. 20.4 21.4. Upon receipt by the Bishop’s Committee of the consents required by this Canon, it shall take the following steps to complete its organization as a Parish:

Sec. 20.4.1 21.4.1. There shall be prepared a set of By-Laws which shall include the following, subject to the provisions of the Canons of the Diocese concerning Rectors, Wardens, and Vestries;

- (a) The name by which the Parish is to be known and its location;
- (b) Provisions for acknowledging conformity with and obedience to the doctrine, discipline and worship of the Protestant Episcopal Church in the United States of America, and the Constitution and Canons of this Church, General and Diocesan;
- (c) Time and place of the annual meeting;
- (d) Qualifications of voters;

(e) Provision for the selection of Wardens and Vestry members, which shall set forth: their number and their qualifications, which shall be at least those prescribed for Parishes; their terms of office; their duties; and the manner of filling vacancies;

(f) Provision for Parish officers and the manner of their selection; and

(g) Provision for the amendment of the By-Laws.

Sec. ~~20.4.2~~ 21.4.2. The proposed By-Laws shall be submitted to the Committee on Constitution and Canons for study following which the said Committee, upon the recommendation of the Chancellor, shall certify in writing as to their conformity to the Constitution and Canons of the Diocese. Upon such certification, the By-Laws shall be submitted to a meeting of the members of the Mission, the Vicar presiding, and if adopted by a majority vote shall become effective immediately, and the selection of Wardens, Vestry members and other officers shall be made in conformity with the provisions thereof.

Sec. ~~20.4.3~~ 21.4.3. A Rector shall be elected.

#### D. Recognition as a Parish

Sec. ~~20.5~~ 21.5. There shall be sent to the Bishop, by the Rector:

Sec. ~~20.5.1~~ 21.5.1. A certificate as to the number of communicants;

Sec. ~~20.5.2~~ 21.5.2. A copy of the By-Laws and a copy of the certificate from the Committee on Constitution and Canons;

Sec. ~~20.5.3~~ 21.5.3. A record of the meeting or meetings at which the By-Laws were adopted and the Wardens, Vestry members and officers who were chosen; and

Sec. ~~20.5.4~~ 21.5.4. A record of the meeting at which the Rector was elected.

Sec. ~~20.6~~ 21.6. The Bishop shall certify to the Standing Committee and to the Secretary of the Convention that the Mission, having satisfied the requirements for Parish status, is to be recognized as a Parish as of the date of such certification.

#### A. Admission to Union with the Convention

Sec. ~~20.7~~ 21.7. At the next annual meeting of the Convention after the recognition of a Parish, there shall be laid before the Convention:

Sec. ~~20.7.1~~ 21.7.1. A copy of the certification by the Bishop pursuant to Sec. 21.6;

Sec. ~~20.7.2~~ 21.7.2. An application signed by a majority of the members of the Vestry requesting that the Parish be admitted to union with the Convention; and

Sec. ~~20.7.3~~ 21.7.3. The certification of lay delegates and lay alternates in accordance with the Constitution.

Sec. ~~20.8~~ 21.8. The Convention may thereupon, by majority vote, resolve that the Parish be admitted to union with the Convention and the elected lay delegates be seated.

(Amended: Secs. 21.2.1 and 21.2.2, 43<sup>rd</sup> Ann. Conv. 2011; Added: Sec. 21.2.3, 43<sup>rd</sup> Ann. Conv. 2011. **Amended by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021**)

### **Canon ~~29~~ 22 Parish Meetings**

Sec. ~~29.1~~ 22.1. The meeting of every Parish shall be held annually for the election of members of the Vestry, for the reception of reports and for the transaction of other business which may legally and canonically come before the meeting.

Sec. ~~29.2~~ 22.2. A special meeting of any Parish may be held at any time on the call of the Rector with the consent of the Vestry, on the call of the Vestry when the office of Rector is vacant or on the call of ten per cent (10%) of the qualified voters of the Parish; provided, that the notice of such special meeting shall set forth the business which it is proposed to transact at such meeting and no other business than that specified in the notice shall be in order except by a two-thirds majority.

Sec. ~~29.3~~ 22.3. The annual meeting of a Parish shall be held not later than the thirty-first day of January, the day and hour being determined by the Vestry.

Sec. ~~29.4~~ 22.4. Notice of any Parish meeting shall be given during all services held on the two Sundays preceding such meeting and by mail posted at least ten days prior to such meeting to all members of the Parish.

Sec. ~~29.5~~ 22.5. At any meeting of the Parish, qualified voters shall be those persons of ~~fourteen (14)~~ sixteen (16) years of age or over who, at the time of such meeting, shall be either communicants on the records of the Parish or baptized persons who have been contributors to the funds of the Parish for six months and whose names as regular contributors shall have been for that period entered or entitled to be entered upon the books of the Treasurer of the Parish, provided, however, that any Parish by its ByLaws may increase the age requirement up to and including eighteen (18) years. Any dispute as to whether an individual is a qualified voter shall be determined by majority vote upon the recommendation of the Rector and Treasurer. If the Parish shall have been organized within six months before the day of such meeting, then the prescribed period of qualification shall be considered as beginning with the date of such organization.

Sec. ~~29.6~~ 22.6. At any meeting of the Parish the presence of ten percent (10%) of qualified voters of the Parish shall constitute a quorum for the transaction of business, and no person shall

be permitted to vote by absentee ballot or by proxy. A Parish by its By-Laws may increase the percentage of qualified voters to constitute a quorum.

Sec. ~~29.7~~ 22.7. The Rector shall preside at all Parish meetings provided, however, in the absence of a Rector, the Wardens, according to seniority by title, shall preside. The Clerk of the Vestry shall be the Clerk of the Parish and shall discharge the duties of that office at any meeting of the Parish, but in the case of the Clerk's absence or disability, the voters shall elect a Clerk to serve for that meeting. The election of the Junior Warden and the members of the Vestry shall be by ballot. The Presiding Officer shall appoint three tellers who shall receive and count the ballots and notify the presiding officer of the results thereof.

(Amended: Secs. 22.2, 22.4, 22.5, 22.6, 22.7, 11<sup>th</sup> Ann. Conv. 1979. Amended Sec. 22.5 and by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)

### **Canon ~~30~~ 23. The Vestry**

Sec. ~~30.1~~ 23.1. The Vestry shall consist of the Rector, two Wardens, and not less than five nor more than eighteen lay members. The number of members, the method of selection, the length of their term of office and manner of rotation, if any, shall be determined by each Parish and shall be specified in the Parish By-Laws. A majority of the lay members of the Vestry shall be communicants of the Parish. The remaining lay members shall be qualified voters.

Sec. ~~30.2~~ 23.2. The Vestry shall have the power to fill any vacancy in their number, and members of the Vestry shall continue in office until their successors are elected. In the event of multiple year terms, the power of the Vestry to fill any vacancy shall be until the next annual meeting at which time an election shall be held to fill the unexpired term. The Vestry may declare that a vacancy exists when a member shall have been absent, without cause, from three successive regular Vestry meetings or for a period of three successive months, if more than three regular meetings have been held within such period.

Sec. ~~30.3~~ 23.3. A quorum for a meeting of the Vestry shall consist of a majority of all the members thereof, all having been given due notice thereof. No meeting of the Vestry shall be valid unless either the Rector or the Senior Warden shall be present; provided, that if the office of the Rector be vacant, then the presence of both the Senior and Junior Warden shall be required; but if the offices of the Rector and either Warden shall be vacant, then the presence of the other Warden shall be required.

Sec. ~~30.4~~ 23.4. The Rector shall preside at all Vestry meetings except that the Rector may appoint the Senior Warden as the presiding officer, provided however, in the case of a Parish without a Rector, or when the Rector is absent from the Diocese, the Senior Warden shall preside.

Sec. ~~30.5~~ 23.5. The Vestry shall have charge of the temporalities and shall attend to all business matters of the Parish, including the providing and keeping in good order a house of worship and all the necessary furniture and appointments of the same and the payment of all Parish obligations and dues. They shall be the agents and legal representatives of the Parish in all matters concerning its corporate property and the relations of the Parish and its clergy.

(Amended: Sec. 23.3, 20<sup>th</sup> Ann. Conv. 1988. Amended by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)

**Canon 31 24. Wardens and Vestry Officers**

Sec. 31-1 24.1. The Senior Warden of the Parish shall be appointed by the Rector for a term of one year or until a successor shall be duly appointed. In the case the Parish be without a Rector and a vacancy in the office occurs, or in the case of the organization of a new Parish, the Bishop shall either appoint the Senior Warden or direct the Vestry to elect an individual to the position. The Senior Warden shall be, ex officio, a member of the Vestry of the Parish.

Sec. 31-2 24.2. The Junior Warden shall be elected at the annual meeting of the Parish for a term of either one or two years or until a successor is duly elected. The length of the term shall be determined by each Parish and shall be specified in the Parish By-Laws. In the event of a vacancy in the office of Junior Warden, the elected members of the Vestry may elect a replacement to hold office until the next annual Parish meeting. The Junior Warden shall be, ex officio, a member of the Vestry of the Parish.

Sec. 31-3 24.3. It shall be the duty of the Wardens to supervise the care, protection and maintenance of the Church and other buildings of the Parish, to see that they are kept in decent repair and to guard them from use prohibited by law of the Church. They shall also see that all things needed for the orderly worship of God and for the proper administration of the sacraments are provided at the expense of the Parish and they shall discharge such other duties as may devolve upon them by the provisions of the law of the Church.

Sec. 31-4 24.4. At the first Vestry meeting held after the annual meeting of the Parish, the Vestry shall elect a Clerk from among its members. The Clerk shall be the secretary to the Vestry and shall perform the duties required of such office as well as such other duties as may be prescribed in the By-Laws of the Parish and shall serve until a successor in office is elected.

Sec. 31-5 24.5. At the first Vestry meeting held after the annual meeting of the Parish the vestry shall elect a Treasurer who may or may not be a member of the Vestry. The Treasurer shall perform the usual functions of such office as well as such other duties as may be prescribed in the By-Laws of the Parish and shall serve until a successor in office is elected.

Sec. 31-6 24.6. Both the Clerk and the Treasurer shall faithfully deliver into the hands of their respective successors in office all property of the Parish, including records, books and papers relative to the affairs and business of the Parish, which may be in their possession.

(Amended: Sec. 24.2, 19<sup>th</sup> Ann. Conv. 1987. Amended by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)

**Canon 28 25. Ministers and their Duties**

Sec. ~~28.1~~ 25.1. The Rector, subject to the Bishop of the Diocese, shall have ultimate responsibility for all things pertaining to or affecting the spiritual interests of the Parish. It shall be the Rector's duty and right to give orders concerning public worship, together with all that appertains thereto.

Sec. ~~28.2~~ 25.2. For the purposes of the office and for the full and free discharge of all functions and duties pertaining thereto, the Rector shall, at all times, be entitled to the use and control of the church and Parish buildings with the appurtenances and furniture thereof.

Sec. ~~28.3~~ 25.3. Any other Minister of a Parish, by whatever name designated, is to be regarded as being under the authority of the Rector.

Sec. ~~28.4~~ 25.4. The Vicar of an organized Mission shall have authority like to that of a Rector.

*(Amended by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)*

### **Canon 26. The Filling of Vacant Cures**

Sec. 26.1. When the Cure of a Parish becomes vacant, the Wardens or other proper officers shall give notice of such fact to the Bishop and Standing Committee within thirty days from the occurrence of such vacancy. If the authorities of the Parish shall for thirty days subsequent to such vacancy have failed to make provisions for regular services, it shall be the duty of the Bishop to take such measures as may be deemed expedient for the temporary maintenance of worship services therein.

Sec. 26.2. The Vestry of such Parish shall, at a meeting called for such purpose, elect a Priest in good standing in the church to fill such vacancy. Notice of such election shall be given to the Ecclesiastical Authority who, within a period of thirty days from such notification, shall indicate concurrence or lack thereof in such election. In the event of the latter, the election shall be held to have failed.

Sec. 26.3. Written notice of the final election signed by the Church Wardens or the Secretary of the Vestry shall be sent to the Ecclesiastical Authority of the Diocese who shall forward such notice to the Secretary of Convention for purposes of recordation. Such recordation shall be sufficient evidence of the relationship between the Rector and the Parish.

Sec. 26.4. In the case of the selection of a Priest or Deacon to assist the Rector, the name of the individual whom the Rector proposes to select shall be made known to the Ecclesiastical Authority. In the event the Ecclesiastical Authority indicates its disapproval within thirty days of such notification, such selection shall not be made. In the selection of a Priest or Deacon to assist the Rector, the certificate of selection shall be signed by the Rector and Wardens.

### **Canon 27. Of the Dissolution of the Pastoral Relation**

Sec. 27.1. Except upon mandatory resignation by reason of age, a Rector may not resign as Rector of a parish without the consent of its Vestry, nor may any Rector canonically or lawfully elected and in charge of a Parish be removed therefrom by the Vestry against the Rector's will, except as hereinafter provided.

Sec. 27.2. If for any urgent reason a Rector or Vestry desires a dissolution of the pastoral relation, and the parties cannot agree, either party may give notice in writing to the Ecclesiastical Authority of the Diocese. Whenever the Standing Committee is the Ecclesiastical Authority of the Diocese, it shall request the Bishop of another Diocese to perform the duties of the Bishop under this Canon.

Sec. 27.3. Within sixty days of receipt of the written notice the Bishop, as chief pastor of the Diocese, shall mediate the differences between Rector and Vestry in every informal way which the Bishop deems proper and may appoint a committee of at least one Presbyter and one Lay Person, none of whom may be members of the Parish involved, to make a report to the Bishop.

Sec. 27.4. If the differences between the parties are not resolved after completion of the mediation, the Bishop shall proceed as follows:

- (a) The Bishop shall give notice to the Rector and Vestry that a godly judgment will be rendered in the matter after consultation with the Standing Committee and that either party has the right within ten days to request in writing an opportunity to confer with the Standing Committee before it consults with the Bishop.
- (b) If a timely request is made, the President of the Standing Committee shall set a date for the conference, which shall be held within thirty days.
- (c) At the conference each party shall be entitled to representation and to present its position fully.
- (d) Within thirty days after the conference or after the Bishop's notice if no conference is requested, the Bishop shall confer with and receive the recommendation of the Standing Committee; thereafter the Bishop, as final arbiter and judge, shall render a godly judgment.
- (e) Upon the request of either party the Bishop shall explain the reasons for the judgment. If the explanation is in writing, copies shall be delivered to both parties.
- (f) If the pastoral relation is to be continued, the Bishop shall require the parties to agree on definitions of responsibility and accountability for the Rector and Vestry.
- (g) If the relation is to be dissolved:
  - (1) The Bishop shall direct the Secretary of the Convention to record the dissolution.



(2) The judgment shall include such terms and conditions including financial settlements as shall seem to the Bishop just and compassionate.

Sec. 27.5. In either event the Bishop shall offer appropriate supportive services to the Priest and the Parish.

Sec. 27.6. In the event of the failure or refusal of either party to comply with the terms of the judgment, the bishop may impose such penalties as may be set forth in the Constitution and Canons of the Diocese; and in default of any provisions for such penalties therein, the Bishop may act as follows:

(a) In the case of a Rector, suspend the Rector from the exercise of the priestly office until the Priest shall comply with the judgment.

(b) In the case of a Vestry, invoke any available sanctions including recommending to the Convention of the Diocese that the Parish be placed under the supervision of the Bishop as a Mission until it has complied with the judgment.

Sec. 27.7. For cause, the Bishop may extend the time periods specified in this Canon, provided that all be done to expedite these proceedings. All parties shall be notified in writing of the length of any extension.

Sec. 27.8. (a) Statements made during the course of proceedings under this Canon are not discoverable nor admissible in any proceedings under Canon 43 provided that this does not require the exclusion of evidence in any proceeding under the Canons which is otherwise discoverable and admissible.

(b) In the course of proceedings under this Canon, if a charge is made by the Vestry against the Rector that could give rise to a disciplinary proceeding under Canon 43, all proceedings under this Canon shall be suspended until the charge has been resolved or withdrawn.

(Amended in its entirety, 21<sup>st</sup> Ann. Conv. 1989)

### **Canon ~~27~~ 28. Change of Parish Status**

Sec. ~~22-1~~ 28.1. When any Parish ~~shall~~:

Sec. ~~22-1-1~~ 28.1.1. ~~fail~~ does not pay its Rector a salary at least equal to that to which the Rector is entitled in accordance with the minimum annual compensation schedule adopted by Convention in accordance with Canon 38 below, unless such ~~failure~~ inability is justified to the satisfaction of the Bishop and Standing Committee; or

Sec. ~~22-1-2~~ 28.1.2. ~~fail~~ does not for two successive years ~~to~~ pay in full the Diocesan assessment levied upon it; or

Sec. ~~22-1-3~~ 28.1.3. persistently ~~fail~~ **does not** ~~to~~ comply with the conditions and requirements for its organization and conduct as a Parish, then after full investigation, and upon concurring action of the Bishop and Standing Committee, said Parish shall be declared an “Aided Parish”.

Sec. ~~22-2~~ 28.2. Upon being declared an Aided Parish, such Parish shall ~~formally forego and relinquish its rights and privileges as a Parish, to wit: the election of a Rector and~~ **transfer** the holding and control of its property both real and personal **to the Diocese**. In the event the Parish shall have been incorporated, subsequent to its transfer of whatever real property it may have held, such corporation shall be dissolved. Upon a vacancy in the office of Rector, the Bishop shall appoint a Priest-in-Charge.

Sec. ~~22-3~~ 28.3. The Ecclesiastical status of the Aided Parish shall be that of a Mission and it shall be governed by all of the provisions of these Canons applicable to Missions, except as otherwise specifically provided herein. The Bishop shall certify such change to the Secretary of the Convention and the Secretary shall note the change in the list of Parishes and Missions of the Diocese and shall give corresponding notice to the Convention.

Sec. ~~22-4~~ 28.4. At any time prior to the expiration of four years, an Aided Parish may ~~be restored to full and~~ **return to** regular Parish status by approval of the Bishop, with the advice and consent of the Standing Committee, either upon the initiative of the Bishop, or upon the petition of the Vestry of the Aided Parish. If an Aided Parish shall remain in such status for a period of four years, then a special meeting of the Aided Parish shall be called, and by majority vote thereof, it shall be determined whether such Aided Parish shall petition to ~~be restored~~ **return** to full and regular Parish status or to be changed to the status of a Mission.

Sec. ~~22-4-1~~ 28.4.1. Upon ~~restoration~~ **return** to regular Parish status, if the Bishop shall have appointed a Priest-in-Charge, such priest shall forthwith resign and a successor shall be elected in the manner provided for regular Parishes.

Sec. ~~22-4-2~~ 28.4.2. If the Aided Parish elects to change to the status of the Mission, it shall take the necessary legal steps to immediately organize itself in accordance with the provisions of these Canons relating to organized Missions.

Sec. ~~22-5~~ 28.5. If the Vestry of any regular Parish shall resolve that it is unable to effectively or properly to carry on as a Parish and voluntarily requests change of status to either that of an Aided Parish or an organized Mission, and if such resolution shall receive the written approval of a majority of the qualified voting members of the Parish, then a certificate of such Vestry resolution and membership approval shall be submitted to the Bishop for his consideration with the advice and consent of the Standing Committee. If the Bishop and Standing Committee shall approve the resolution, then such Parish shall thereupon become an Aided Parish or organized Mission, as the case may be, in accordance with the request, and thereafter all acts and things shall be accomplished as herein required to conform to such new status.

(Amended Sec. 28.1, 28.2, 28.4, and by renumbering the Canon: 53<sup>rd</sup> Ann. Conv. 2021)

## **Canon 19.29. Formation and Organization of Missions**

### A. Formation of Missions

Sec. ~~19.1~~ 29.1. Twelve or more adult baptized persons resident in the Diocese, desiring to have the ministries of this Church, may on their own initiative, or in consequence of initiative taken by the Bishop and the Diocesan Council, petition the Bishop for recognition as a Mission of this Church as follows:

Sec. ~~19.1.1~~ 29.1.1. They shall set forth their desire to become a Mission, together with their reasons;

Sec. ~~19.1.2~~ 29.1.2. They shall declare their adherence to the doctrine, discipline, and worship of the Protestant Episcopal Church in the United States of America, and to the Constitution and Canons of this Church, General and Diocesan, and their willingness to conform to rules which are or may hereafter be established for Missions of the Diocese by duly constituted authority; and

Sec. ~~19.1.3~~ 29.1.3. They shall affix their signatures and indicate in each case the congregation of their present religious affiliation.

Sec. ~~19.2~~ 29.2. The Bishop and Diocesan Council, having received the petition described in Sec. 29.1, shall make a thorough study of the situation, giving opportunity for the Rector and Vestry or Vicar and Bishop's Committee of the churches of this Diocese adjacent to the proposed Mission to express themselves in relation thereto, unless such study has been made prior to the petition.

Sec. ~~19.3~~ 29.3. If the Bishop and Diocesan Council, having made such studies, approve the formation of the Mission, this approval shall be communicated to the petitioners, and the Bishop shall appoint from their number not fewer than three persons to serve as a Bishop's Committee until such time as the Mission shall have become organized as provided in Part "B" naming from their number, a Warden, a Secretary and a Treasurer. The Bishop shall advise the Rectors and Vicars of the adjacent Churches of this action, and shall appoint a Priest-in-Charge to provide pastoral ministries and conduct services in the Mission.

### B. Organization of Missions

Sec. ~~19.4~~ 29.4. At any time after the formation of a Mission as provided in Part "A", the Mission may be organized under the following conditions:

Sec. ~~19.4.1~~ 29.4.1. There shall be at least twelve communicants among the members of the Mission.

Sec. ~~19.4.2~~ 29.4.2. There shall be prepared a set of By-Laws which shall include:

- (a) the name by which the Mission is to be known;

(b) the time and place of the annual meeting;

(c) the qualifications of voters, the minimum of which shall be: they shall be baptized persons of at least ~~fourteen (14)~~ **sixteen (16)** years of age, who for the past six months have been regular in church attendance in the Mission and recorded as contributors to its support, provided any Mission may, if it so desires, increase the age requirement up to and including eighteen (18) years;

(d) provisions for the election of members to serve with the Vicar as a Bishop's Committee which shall set forth: their number, which shall not be fewer than three (3); their qualifications, which shall be at least those required for voters; provided however that a majority shall be communicants; their term of office; their duties, which shall be those pertaining to the Vestries of Parishes, except as to the right to incorporate and of calling a Minister; and the manner of filling vacancies;

(e) provisions for the nomination to the Bishop of a Warden to be selected by the Bishop and for election by the Bishop's Committee of officers, which shall include from their own number a Clerk who shall be a communicant in good standing, **and also serve as the Secretary of the annual meeting of the congregation**, and, from among the ~~qualified voters members~~ **in good standing of The Episcopal Church**, a Treasurer; **and may include a Junior Warden.**

(f) provisions for amendment of the By-Laws.

Sec. ~~19.4.3~~ 29.4.3. The By-Laws shall be approved by the Bishop and the Standing Committee and submitted for study to the Committee on Constitution and Canons, which, upon recommendation of the Chancellor, shall certify in writing as to their conformity to the Constitution and Canons of the Diocese. Upon certification, the By-Laws shall be submitted to a meeting of the members of the Mission, the Priest-in-Charge presiding, and if adopted by a majority vote, shall become effective immediately, except that the members of the Bishop's Committee and the Bishop's Warden, Secretary and Treasurer previously appointed shall continue in office until the date of the annual meeting when elections shall be held in accordance with the ByLaws.

Sec. ~~19.4.4~~ 29.4.4. A certificate as to the number of communicants, a copy of the By-Laws and of the certificate of the Committee on Constitution and Canons, together with a record of the proceedings of the meeting at which the By-Laws were adopted, signed by the Priest-in-Charge, shall be sent to the Bishop, who shall certify to the Standing Committee and the Secretary of the Convention that the Mission is organized in accordance with the Canon.

### C. Admission into Union with the Convention

~~Sec. 19.5~~ **29.5.** At the next annual meeting of the Convention after the organization of a Mission, there shall be laid before the Convention:

~~Sec. 19.5.1~~ **29.5.1.** The certificate from the Bishop described in Sec. 29.4.4;

~~Sec. 19.5.2~~ **29.5.2.** An application, signed by a majority of the members of the Bishop's Committee, requesting that the Mission be admitted to union with the Convention; and

~~Sec. 19.5.3~~ **29.5.3.** The customary certificate of election of lay delegates and lay alternates.

~~Sec. 19.6~~ **29.6.** The Convention may thereupon, by majority vote, resolve that the Mission as organized be admitted to union with the Convention and that the elected lay delegates be seated.

(Amended: Sec. 29.4.2 (c) and (e), and by renumbering the Canon 53<sup>rd</sup> Ann. Conv. 2021)

### **Canon 32 30 Mission Meetings**

~~Sec. 32.1~~ **30.1.** The meeting of the members of every organized Mission of this Diocese shall be held annually as set forth in ~~Sec. 22.3~~ of these Canons, the day and hour being determined by the Bishop's Committee. The qualifications for voters shall be the same as prescribed by these Canons for voters in the election of a Vestry of a Parish and, so far as may be applicable, the manner of giving notice of and the conduct of meetings of Missions shall be the same as are prescribed by these Canons for the meetings of Parishes, except as otherwise provided.

~~Sec. 32.2~~ **30.2.** The Vicar of the Mission shall be, ex-officio, ~~Chairman~~ **Chair** of the meeting and shall preside unless the Bishop is present, but in the absence of both the Vicar and Bishop, the Bishop's Warden shall serve as ~~Chairman~~ **Chair** pro tempore; provided that if the Mission is without a Vicar, the Bishop may appoint a ~~chairman~~ **chair** pro tempore.

(Amended by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)

### **Canon 33 31. Bishop's Committees of Missions**

~~Sec. 33.1~~ **31.1.** In every organized Mission of this Diocese there shall be a Bishop's Committee which shall perform such duties as may be prescribed by the Constitution and Canons of the Diocese, by the written directives of the Bishop or by orders of the Diocesan Council, and which shall represent the Bishop in and have charge of the secular and financial affairs of the Mission, subject to such civil and canonical limitations as may be provided. The number of members of the Bishop's Committee, being not less than three nor more than nine persons, shall be determined from time to time by the Bishop. Members shall serve three-year terms. Qualifications for members of the Bishop's Committee and their relative proportions shall be the same at those which are prescribed by these Canons for the members of a Parish Vestry.

~~Sec. 33.2~~ **31.2.** At the annual meeting of the members of a Mission, the determined number of persons to serve on the Bishop's Committee shall be nominated to the Bishop for approval and appointment. No person, having served on the Bishop's Committee continuously for three years, shall be eligible to be nominated until after the expiration of one year, unless the Bishop consents to waive this provision. The result of such nominations shall be immediately reported by the Vicar or the ~~Chairman~~ **Chair** of the meeting to the Bishop. The Bishop may reject any or all of the nominations made by the members of the Mission and may appoint another or others instead and may at any time remove from office any member or members of the Bishop's Committee and appoint other or others instead. In the event of a vacancy in the Bishop's Committee, for whatever cause occurring, appointment to fill such vacancy shall be the sole prerogative of the Bishop.

~~Sec. 33.3~~ **31.3.** The Vicar shall preside, with the right to vote, at all meetings of the Bishop's Committee unless the Vicar shall appoint the Bishop's Warden as the presiding officer. In the absence of the Vicar, or if there be none, the Bishop's Warden shall preside. No meeting of the Bishop's Committee shall be valid at which there shall not be present either the Vicar or the Warden, or else the Bishop or someone appointed by the Bishop.

~~Sec. 33.4~~ **31.4.** A quorum of the Bishop's Committee shall consist of a majority of the members thereof including the Vicar or other ~~Chairman~~ **Chair**.

(Amended by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)

#### **Canon 34 32. The Warden and Bishop's Committee Officers**

~~Sec. 34.1~~ **32.1.** From their own number, the Bishop's Committee shall annually nominate a Clerk to the Bishop. They shall also annually nominate to the Bishop a Treasurer who may, but need not be, a member of the Bishop's Committee. The Mission may, by provision within its By-Laws, at the annual meeting nominate a Junior Warden to the Bishop. The Vicar shall nominate a Warden to the Bishop. The Bishop may reject any or all of such nominations and may appoint another or others instead and may at any time remove any or all of such officers and appoint another or others instead. In the event of a vacancy in any of these offices, for whatever cause occurring, appointment to fill such vacancy shall be the sole prerogative of the Bishop.

~~Sec. 34.2~~ **32.2.** The Wardens, Clerk and Treasurer shall perform the duties usually pertaining to like offices in a Parish so far as these may be applicable in a Mission according to the judgment of the Vicar subject to appeal to the Bishop.

(Amended: Secs. 32.1, 32.2, 11<sup>th</sup> Ann. Conv. 1979. Amended by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)

#### **Canon 25 33. Missionaries Vicars and Licensed Lay Ministries**

~~Sec. 25.1~~ **33.1.** ~~Missionaries of the Diocese, who shall be known as Vicars shall be such clergy as shall be appointed by the Bishop for missionary work in the Diocese,~~ and assigned by the Bishop to the charge of organized Missions or to work in places not adequately served by any existing Parish or Mission; provided that a ~~Missionary~~ **Vicar** may be assigned to two or more

Missions or other missionary charges; and a Rector of a Parish, with the approval of the Vestry, may be assigned to duty as a Missionary outside of the Parish and be given a missionary stipend therefor.

Sec. ~~25.2~~ 33.2. The duties and authority of a Vicar of a Mission shall be, so far as applicable, the same as those of a Rector of a Parish as prescribed in these Canons, including the right to voice and vote at all annual meetings of the Mission and Bishop's Committee meetings, and the right to preside at each in the absence of the Bishop.

Sec. 33.3. Licensed Lay Ministers (as outlined in Title III.15.1-9) work within their own Parish or Mission and may also work in in places not adequately served by any existing Parish or Mission. The Ecclesiastical Authority to serve in such settings as Pastoral Leader, Worship Leader, Preacher, Eucharistic Minister, Eucharistic Visitor, Evangelist, or Catechist is subject to the Bishop's approval. Requirements and guidelines for the selection, training, continuing education, and deployment of such persons, and the duration of licenses shall be established by the Bishop in consultation with the Commission on Ministry.

(Amended: Sec. 33.1-2, added Sec. 33.3, and by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)

#### **Canon ~~23~~ 34. Change of Status of Mission**

Sec. ~~23.1~~ 34.1. Whenever any organized Mission ~~shall~~

Sec. ~~23.1.1~~ 34.1.1. ~~fail~~ does not ~~to~~ pay its Vicar its agreed upon portion of the Vicar's salary unless such failure is declared to be only temporary to the satisfaction of the Bishop and Standing Committee; or

Sec. ~~23.1.2~~ 34.1.2. ~~fail~~ does not for two successive years ~~to~~ fully pay the assessment levied upon it; or

Sec. ~~23.1.3~~ 34.1.3. ~~fail~~ does not ~~to~~ comply with the conditions and requirements for its organization and conduct as an organized Mission, then after full investigation, and upon concurring action of the Bishop and Standing Committee, said organized Mission shall either be dissolved in its entirety or it shall be declared to be ~~an unorganized Mission~~ a Preaching Station in accordance with these Canons.

Sec. ~~23.1A~~ 34.1A. If the Bishop's Committee of any organized Mission shall resolve that it is unable to effectively ~~or properly to~~ carry on as an organized Mission and voluntarily requests a change of status to that of ~~an unorganized Mission~~ a Preaching Station or that it be dissolved in its entirety, and if such resolution shall receive the written approval of a majority of the qualified voting members of the organized Mission, then a certificate of such Bishop's Committee resolution and membership approval shall be submitted to the Bishop for the Bishop's consideration with the advice and consent of the Standing Committee. If the Bishop and Standing Committee shall approve the resolution ~~in accordance with the Mission's request to either dissolve or become a Preaching Station, then such organized Mission shall thereupon become an unorganized Mission or shall be dissolved in its entirety, as the case may be, in accordance with~~

~~the request, and~~ thereafter all acts and things shall be accomplished as herein required to conform to such new status.

~~Sec. 23.2~~ **34.2.** In the event that the Mission is dissolved in its entirety, then such property as it may own shall be delivered and conveyed as the Bishop may direct and all Mission records shall be delivered to the Registrar of the Diocese.

~~Sec. 23.3~~ **34.3.** In the event the new status shall be ~~of an unorganized Mission~~ **a Preaching Station**, then its members shall be governed in accordance with the provisions relating to same contained in these Canons.

(Amended: Sec. 34.1, 34.3, and by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)

### Canon 35: PREACHING STATIONS

**Sec. 35.1.** A Preaching Station is considered a location where worship services occur. These services may take place on a regular or an irregular basis. The place of meeting may or may not be set apart for church services on a permanent basis. Preaching stations are frequently located in areas of mission development. They may be served by one or more members of the clergy with pastoral responsibility for a region of mission development.

**Sec. 35.2.** A Preaching Station will keep the Bishop informed on its worship services and meeting locations and apprise the Bishop of any needs and supports that would help the Preaching Station to nurture and grow its mission.

**Sec. 35.3.** If a Preaching Station determines that it should be dissolved, the Bishop will be notified in writing and the Preaching Station will be assisted in properly returning all relevant matters to the Diocese for final decision and dispensation.

(Added: Sec. 35.1-35.3, 53<sup>rd</sup> Ann. Conv. 2021)

## V. FINANCE AND MANAGEMENT

### Canon 36. Real Property, Investments, and Incorporation

**Sec. 36.1.** The Diocesan Corporation known as “The Episcopal Church in Hawai‘i” is hereby constituted the custodian of the real property and investment funds of the Diocese and the unincorporated Parishes and the Missions thereof, and of the schools and institutions and shall have charge of all monies and properties collected, bestowed, devised, or provided for the support of the Episcopate and the other work of the Church, provided, however, that other wholly-owned corporations may be created and given custody of appropriate portions of the real property and the funds. Beneficial ownership of the real property and investment funds of the unincorporated Parishes and Missions shall be in said Parishes and Missions.

**Sec. 36.2.** When any conveyance of land to the corporation shall be made for a particular purpose, such land shall be held for such purpose; and the proceeds thereof shall not be diverted therefrom, either permanently or temporarily, until the said purpose has been altogether



accomplished, or the use or need for such purpose no longer exists, which fact shall be ascertained and declared by the Diocesan Council at a regular meeting, and shall be reported to the following annual meeting of the Convention.

Sec. 36.3. All trust and permanent funds belonging to this Diocese or any Parish thereof shall, if the same can lawfully be done, be deposited and thereafter left with one or more trust companies or banks organized under the laws of the United States of America or this State and authorized to receive the same, or with the Corporation known as “The Episcopal Church in Hawai`i”, and a full and detailed statement of all such trust or permanent funds shall be presented annually to the Convention upon a form to be prescribed by the Diocesan Council. The Diocesan Council shall from time to time make rules and regulations with respect to the deposit of such trust funds and the management thereof as shall be proper, and shall report such rules and regulations, so adopted by it, annually to the Convention.

Sec. 36.4. All real property belonging to the Diocese, or any Parish thereof, shall be adequately insured against fire, the amount thereof to be determined in the first instance by the proper officers of the Diocese or Parish owning such property, but subject thereafter to the direction of the Diocesan Council, and to that end, the Diocesan Council is hereby vested with general authority to compel the adequate insurance of such real property by the Diocese, or any Parish thereof.

Sec. 36.5. All accounts of the Diocese shall be audited annually by a certified independent public accountant, as shall be designated by the Diocesan Council.

Sec. 36.6. The following shall apply to the incorporation of Parishes:

Sec. 36.6.1. Any Parish giving evidence to the Bishop and Standing Committee of its ability for self-support may, subject to the approval of the Bishop and Standing Committee, incorporate under the laws of the State of Hawai`i.

Sec. 36.6.2. The Board of Directors of such Parish, when incorporated, shall consist of the Rector, and the Wardens and Vestrymen of such Parish duly elected according to these Canons. The Board of Directors shall be presided over by the Rector of the Parish, or in the Rector’s absence, by the Senior Warden.

Sec. 36.6.3. Such incorporated Parish may at the option of the Parish hold title of and administer the real property or trust funds, or both, of the Parish.

Sec. 36.6.4. Provided that no incorporated Parish shall alienate or, mortgage any of its real property without the consent of the Bishop and the Standing Committee.

### **Canon 37. Insurance**

Sec. 37.1. It shall be the duty of Parishes and Missions to participate in and contribute financially for their respective employees to such insurance programs as may be adopted and approved by the Diocesan Council. These programs may benefit:

Sec. 37.1.1. All active clergy who receive their principal compensation from Parishes and Missions, and the dependents of such clergy;

Sec. 37.1.2. All retired clergy who at the time of their retirement received their principal compensation from a Parish or Mission or who were canonically resident within this Diocese, and their dependents;

Sec. 37.1.3. Surviving spouses (who have not remarried) of all such active or retired clergy, and their dependents;

Sec. 37.1.4. Full-time lay employees who receive their principal compensation from Parishes and Missions, and their dependents.

Sec. 37.2. The Diocesan Council shall have the authority to determine the type of such programs and prescribe the qualifications of the beneficiaries thereof and to determine the terms and conditions of the obligations of the Parishes and Missions.

Sec. 37.3. It shall be the duty of the Parishes and Missions to inform the Diocesan Council, or its nominee, promptly of such facts and information as may be required by the Diocesan Council for the proper administration of such insurance programs as may be so adopted and approved and to cooperate with the Diocesan Council in such other ways as may be necessary in order that the Diocesan Council may discharge its obligations in accordance with such programs.

Sec. 37.4. It shall be the duty of the Parish or Mission through its Treasurer or other proper official to promptly pay to the Diocesan Council, or its nominee, such sums as may be required under the terms and provisions of such insurance programs as may be so adopted and approved.

### **Canon 38. Compensation Review Committees**

Sec. 38.1. At each annual meeting of the Convention, it shall, by resolution, set the minimum annual compensation which shall be payable to all full-time parochial clergy during the next succeeding calendar year.

Sec. 38.2. The Vestry of every Parish and the Bishop's Committee of every Mission shall appoint a committee of not less than three persons to be known as the "Compensation Review Committee", and it shall be the duty of such committee to review annually with the Rector or Vicar the compensation to be paid the clergy and all lay employees in the ensuing year, to the end that all clergy and all lay employees shall receive fair and equitable compensation. The word "compensation" as used in this Canon shall include not only cash salary, but also allowances for housing, utilities, travel, insurance and any other customary allowances.

Sec. 38.3. At the time of filing the parochial report required by Canon 35, the Rector and Treasurer of every Parish and the Vicar and Treasurer of every Mission shall append to such report a certificate that the mandatory annual review of compensation has taken place and the results thereof.

Sec. 38.4. The Bishop shall appoint a committee to be known as the “Diocesan Compensation Review Committee” consisting of not less than three persons from the clerical order and not less than three persons from the lay order. The members shall have rotating three-year terms. The duty of this committee shall be to seek full compliance with this Canon, to cooperate with and advise parochial committees when called upon, to provide annually parochial committees with relevant statistics and information concerning fair and equitable clergy and lay employee compensation, and to make recommendations to the Diocesan Council and to the Convention regarding clergy and lay employee compensation.

Sec. 38.5. Any Parish unable to pay, or continue to pay minimum compensation as provided for in Sec. 38.1 shall immediately notify the Diocese of its need for financial assistance. During such period of Diocesan assistance, the Parish shall assume the status of “Aided Parish”, subject to the conditions specified in these Canons, unless it shall be determined that such failure shall be justified in accordance with such Canons.

(Amended: repealed Sec. 38.5 and renumbered Sec. 38.6, 47th Ann. Conv. 2015)

### **Canon 39. The Church Pension Fund**

Sec. 39.1. It shall be the duty of this Diocese and of the Parishes, Missions, and other Ecclesiastical organizations therein, each through its Treasurer or other proper official, to inform the Church Pension Fund of the salaries and other compensation paid to clergy by the Diocese, Parishes, Missions, or other Ecclesiastical organizations for services rendered, currently, or in the past, prior to their becoming beneficiaries of said Fund, and changes in such salaries and other compensations as they occur, and to pay promptly the Church Pension Fund, the pension assessments required thereon under the Canon of the General Convention, and in accordance with the rules of said Fund. Should any Parish or Mission be delinquent in payment of such premiums, the Diocesan Council may order payment of such delinquency to be made to the Treasurer of the Church Pension Fund and such payment shall be added to the Diocesan assessment of the Parish or Mission for whose account payment has been made, and constitute a first lien upon any monies which may be received by the Treasurer of the Diocese from such Parish or Mission.

Sec. 39.2. It shall be the duty of every member of the clergy canonically resident in or serving in this Diocese to inform the Church Pension Fund promptly of such facts as the Trustees thereof may deem necessary for its proper administration, and to cooperate with said Fund in such other ways as may be appropriate to assist the Fund in the discharge of its canonical obligations.

Sec. 39.3. It shall be the duty of the Diocesan Council to provide for the annual payment to the Church Pension Fund of the premiums payable on behalf of all Bishops, Priests and Deacons under contract with the Diocese.

Sec. 39.4. The Diocesan Council shall have charge of all matters relating to the Church Pension Fund.

### **Canon 40. Assessments and Offerings**

Sec. 40.1. The pro rata share of each Parish and Mission of the total assessment for the support of Diocesan programs and fulfillment of Diocesan obligations of support of the program of the General Convention shall be determined by the annual meeting of the Convention upon the recommendation of the Diocesan Council. Such pro rata share shall be paid in twelve equal monthly installments throughout the fiscal year, unless otherwise scheduled by the Diocesan Council.

Sec. 40.2. The undesignated plate offering at the official visitation of the Bishop shall be remitted to the Bishop to be disbursed for such needs as may be presented. The items of expenditure in this Bishop's Pastoral Fund shall not be reported. The fund shall be reviewed regularly and audited annually.

Sec. 40.3. Reserved.

(Amended: Sec. 40.2 and Sec. 40.3, 40<sup>th</sup> Ann. Conv. 2008)

### **Canon 41. Business Methods in Church Affairs**

Sec. 41.1. In every Parish and Mission, the following standard business methods shall be observed:

Sec. 41.1.1. Trust and permanent funds and all securities of whatsoever kind shall be deposited with a federal or state bank, or the Diocesan corporation, or with some other agency approved in writing by the Diocesan Council, under either a trust or agency agreement, providing for at least two signatures on any order of withdrawal of such fund or securities, however, this provision shall not apply to funds and securities too small to be received by such depositories for acceptance. Such small funds and securities shall be kept under the care of the persons or corporations properly responsible for them.

Sec. 41.1.2. Records shall be made and kept of all trusts and permanent funds showing at least the following:

- (a) Source and date.
- (b) Terms governing the use of principal and income.
- (c) To whom and how often reports of conditions are to be made.
- (d) How the funds are invested.

Sec. 41.1.3. Treasurers and custodians, other than banking institutions, shall be adequately bonded.

Sec. 41.1.4. Books of account shall be so kept as to provide the basis for satisfactory accounting.

Sec. 41.1.5. All accounts shall be audited annually by such an accounting method as shall be permitted by the Diocesan Council. All reports of such audits, including any memorandum issued regarding internal controls or other accounting matters, together with a summary of action taken or proposed to be taken to correct deficiencies or implement recommendations contained in any such memorandum, shall be filed with the Bishop or Ecclesiastical Authority not later than thirty (30) days following the date of such report, and in no event, not later than September 1 of each year, covering the financial reports of the previous calendar year. Those congregations that fail to comply with the September 1 deadline shall be reported by name to the next Annual Meeting of the Diocesan Convention and such report shall be recorded in the minutes of said Annual Meeting.

Sec. 41.1.6. All buildings and their contents shall be kept adequately insured.

Sec. 41.1.7. The Diocesan Council may require copies of any or all accounts described in this section to be filed with it and shall report to the annual meeting of the Convention upon its administration of this Canon.

Sec. 41.2. No Board of Directors authorized to hold, manage or administer real property for any Parish, Mission, or institution, shall encumber or alienate the same or any part thereof except in accordance with the Bylaws of The Episcopal Church in Hawai'i.

(Amended: 12<sup>th</sup> Ann. Conv. 1980; Sec. 41.1.5, 16<sup>th</sup> Ann. Conv. 1984; Sec. 41.2, 21<sup>st</sup> Ann. Conv. 1989; Sec. 41.1.5, 40<sup>th</sup> Ann. Conv. 2008)

## **Canon 42. Church Debt**

Sec. 42.1. No indebtedness shall be incurred by a Parish or Mission without the approval of both the Bishop and Diocesan Council except:

Sec. 42.1.1. Indebtedness for permanent improvement, replacements or additions to real estate or equipment for the amount of such indebtedness, plus indebtedness of every kind already existing, shall not exceed 150% of the average annual receipts of such Parish or Mission during the past three years.

Sec. 42.1.2. Indebtedness for current expenses where the amount of such indebtedness, plus all indebtedness heretofore incurred for current expenses and still existing, shall not exceed 20% of the total current receipts of such Parish or Mission during the preceding fiscal year; and the payment of all such indebtedness shall be provided for in the budget of the next ensuing fiscal year with reasonable expectation of its payment out of the receipts of the next two years.

Sec. 42.2. In computing receipts under Sec. 42.1.1 and Sec. 42.1.2 hereof, amounts from or for endowments or from or by bequests, except income therefrom not specifically designated and receipts for expenditures other than parochial, shall not be included.

Sec. 42.3. Under any circumstances under which approval is required, it shall be granted only when the payment of all indebtedness shall be provided for in a plan of amortization or other method of payment to be submitted to and approved by the same authority.

Sec. ~~42.3B~~ 42.4. Any indebtedness incurred by the Diocesan Council shall be undertaken in accordance with the following procedures. For the purposes of this Canon, indebtedness shall be deemed to include not only direct indebtedness, but also indebtedness of any kind including, but not limited to, contingent indebtedness by way of the guaranty of the indebtedness of another entity or person.

Sec. ~~42.3B.1~~ 42.4.1. The Diocesan Council may incur debt upon secured and unsecured loans.

Sec. ~~42.3B.2~~ 42.4.2. Loans secured by a mortgage upon real property or a pledge of or lien upon other property must be approved in the same manner as a sale of real property.

Sec. ~~42.3B.3~~ 42.4.3. Unsecured loans may be made upon the following authority:

Sec. ~~42.3B.3.2~~ 42.4.3.1. A loan, including a draw upon a Diocesan line of credit, not exceeding \$250,000.00, may be approved by the Diocesan Council or other individual or entity to which the Diocesan Council may delegate such authority in accordance with the applicable provisions of the Bylaws of The Episcopal Church in Hawai'i.

Sec. ~~42.3B.3.2~~ 42.4.3.2. A loan, including a draw upon a Diocesan line of credit, exceeding \$250,000.00 must be approved in the same manner as a sale of real property.

Sec. 42.4 42.5. This Canon shall not apply to the refinancing of existing loans.

(Amended: Sec. 42.3A, 27<sup>th</sup> Ann. Conv. 1995; Amended by renumbering the Canon, 53<sup>rd</sup> Ann. Conv. 2021)

## VI. DISCIPLINE

### **Canon 43. Ecclesiastical Discipline**

~~A. Information received on or before June 30, 2011.~~

~~Sec. 43.1. Diocesan Review Committee~~

~~Sec. 43.1.1. ————— There shall be a Diocesan Review Committee which shall have the responsibilities as set forth in Title IV of the Canons of The Episcopal Church.~~

~~Sec. 43.1.2. ————— The Diocesan Review Committee shall be composed, ex officio, of those individuals who, from time to time, are serving as members of the Standing Committees.~~

~~Sec. 43.1.3. ————— The Chair of the Diocesan Review Committee shall be, ex~~

officio, the President of the Standing Committee.

Sec. 43.2. Trial of a Priest or Deacon

~~Sec. 43.2.1. — There shall be an Ecclesiastical Trial Court (“the Court”) for the trial of any Member of the Clergy under its jurisdiction.~~

~~Sec. 43.2.2. The Court shall be composed of three (3) Members of the Clergy each of whom shall be canonically resident and domiciled in the Diocese and two (2) lay persons, each of whom shall be an adult confirmed communicant in good standing and regularly active in a Parish or Mission of the Diocese.~~

~~Sec. 43.2.3. — The members of the Court shall be elected for five (5) year terms at the annual meeting of the Convention and shall remain in office until their successors are elected and qualified. No member, having served a full term, shall be eligible for election at the annual meeting of the Convention at which such member’s term expires. The terms of the members shall be staggered so that one member’s term shall expire at each annual meeting of the Convention.~~

~~Sec. 43.2.4. — Upon adjournment of each annual meeting of the Convention, and in no event later than two (2) months following its adjournment, the members of the Court shall, by majority vote, elect one of their number to be the Presiding Judge of the Court to serve until the next annual meeting of the Convention.~~

~~Sec. 43.2.5. Upon adjournment of each annual meeting of the Convention, and in no event later than two (2) months following its adjournment, the members of the Standing Committee shall, by majority vote, elect a Church Attorney as defined by Title IV of the Canons of The Episcopal Church as the same may be from time to time amended, for a term of one year and until the successor is elected and qualified.~~

~~Sec. 43.2.6. — Vacancies occurring within the membership of the Court shall be filled as soon as may be convenient by election by a majority vote of the Diocesan Council. The person elected shall be of the same order as the one whose absence created the vacancy and shall have the other qualifications as set forth in Sec. 43.2.2.~~

~~Sec. 43.2.7. — The Court and any proceedings before it shall be governed by the provisions of Title IV of the Canons of The Episcopal Church as the same may be from time to time amended.~~

~~Sec. 43.2.8. — Except as otherwise expressly provided or unless the context otherwise requires, as used in this Canon, the terms and phrases shall have the meanings as set forth in General Canon IV.15, as amended in 2006.~~

~~Sec. 43.2.9. — Sections 43.1 and 43.2 shall apply to any information received on or before June 30, 2011, and shall be applicable and remain in effect until any investigation generated from information received on or before June 30, 2011 is fully resolved.~~

~~B. Information received on or after July 1, 2011~~

~~Sec. 43.3. Ecclesiastical Discipline~~

~~Sec. 43.3.1 43.1.~~ Title IV of General Canons. Those provisions of Title IV of the General Canons which are applicable to the Diocese are hereby incorporated as part of this Section. To the extent, if any, that any of the provisions of this Section are in conflict or inconsistent with the provisions of Title IV, the provisions of Title IV shall govern.

~~Sec. 43.3.2 43.2.~~ Discipline Structure.

~~Sec. 43.3.2A 43.2.1.~~ Disciplinary Board. The Board shall consist of not less than seven persons, four of whom are members of the Clergy and three of whom are Laity.

~~Sec. 43.3.2B 43.2.2.~~ Clergy Members. The Clergy members of the Board must be canonically and geographically resident within the Diocese.

~~Sec. 43.3.2C 43.2.3.~~ Lay Members. The lay members of the Board shall be Adult Communicants in Good Standing, and geographically resident in the Diocese.

~~Sec. 43.3.2D 43.2.4.~~ Appointment.

(a) Initial members of the Board shall be appointed by the Bishop with the confirmation of the Standing Committee and will take office on July 1, 2011. Terms will expire December 31, 2011. Initial members are eligible for appointment and confirmation in accordance with ~~Sec. 43.3.2D(b)~~43.2.4(b).

(b) Beginning with Convention 2011, members of the Board shall be appointed by the Bishop and confirmed by the Convention. Each member shall serve for a three (3)-year term. The term of the member shall commence on the first (1<sup>st</sup>) day of the year following election. The terms of office of the Board shall be staggered and arranged into three classes.

~~Sec. 43.3.2E 43.2.5~~ Vacancies. Vacancies on the Board shall be filled as follows:

(a) Upon the determination that a vacancy exists, the President of the Board shall notify the Bishop of the vacancy and request appointment of a replacement member of the same order as the member to be replaced.

(b) The Bishop shall appoint a replacement Board member with the advice and consent of the Standing Committee.

(c) Persons appointed to fill vacancies on the Board shall meet the same eligibility requirements as apply to elected Board members.



(d) With respect to a vacancy created for any reason other than pursuant to a challenge as provided below, the term of any person selected as a replacement Board member shall be until the next annual Convention. With respect to a vacancy resulting from a challenge, the replacement Board member shall serve only for the proceedings for which the elected Board member is not serving as a result of the challenge.

Sec. ~~43.3.2F~~ 43.2.6. Preserving Impartiality. In any proceeding under this Section, if any member of a Conference Panel or Hearing Panel of the Board shall become aware of a personal conflict of interest or undue bias, that member shall immediately notify the President of the Board and request a replacement member of the Panel. Respondent's Counsel and the Church Attorney shall have the right to challenge any member of a Panel for conflict of interest or undue bias by motion to the Panel for disqualification of the challenged member. The members of the Panel not the subjects of the challenge shall promptly consider the motion and determine whether the challenged Panel member shall be disqualified from participating in that proceeding.

Sec. ~~43.3.2G~~ 43.2.7. President. Within sixty (60) days following the annual Convention, the Board shall convene to elect a President to serve for the following calendar year.

Sec. ~~43.3.2H~~ 43.2.8. Intake Officer. The Intake Officer shall be appointed from time to time by the Bishop after consultation with the Board. The Bishop may appoint one or more Intake Officers according to the needs of the Diocese. The Bishop shall publish the name(s) and contact information of the Intake Officer(s) throughout the Diocese.

Sec. ~~43.3.2I~~ 43.2.9. Investigator. The Bishop shall appoint an Investigator in consultation with the President of the Board. The Investigator may, but need not, be a Member of the Church.

Sec. ~~43.3.2J~~ 43.2.10. Church Attorney. Within sixty (60) days following each annual Convention, the Bishop in consultation with the Standing Committee shall appoint an attorney to serve as Church Attorney to serve for the following calendar year. The person so selected must be a Member of the Church and a duly licensed attorney, but need not reside within the Diocese. The Bishop with the consent of the Standing Committee may remove the Church Attorney for cause.

Sec. ~~43.3.2K~~ 43.2.11. Pastoral Response Coordinator. The Bishop may appoint a Pastoral Response Coordinator, to serve at the will of the Bishop in coordinating the delivery of appropriate pastoral responses provided for in Title IV.8 of the General Canons and this Section. The Pastoral Response Coordinator may be the Intake Officer, but shall not be a person serving in any other appointed or elected capacity under this Section.

Sec. ~~43.3.2L~~ 43.2.12. Advisors. In each proceeding under this Section, the Bishop shall appoint an Advisor for the Complainant and an Advisor for the Respondent. Persons serving as Advisors shall hold no other appointed or elected position provided for under this Section, and shall not include chancellors or vice chancellors of this Diocese or any person likely to be called as a witness in the proceeding.

~~Sec. 43.3.2M~~ 43.2.13. Clerk. The Board shall appoint a Board Clerk to assist the Board with records management and administrative support. The Clerk may be a member of the Board.

~~Sec. 43.3.3~~ 43.3. Costs and Expenses.

~~Sec. 43.3.3A~~ 43.3.1. Costs Incurred by the Church. The reasonable costs and expenses of the Board, the Intake Officer, the Investigator, the Church Attorney, the Board Clerk and the Pastoral Response Coordinator shall be the obligation of the Diocese.

~~Sec. 43.3.3B~~ 43.3.2. Costs Incurred by the Respondent. In the event of a final Order dismissing the complaint, or by provisions of a Covenant approved by the Bishop, the reasonable defense fees and costs incurred by the Respondent may be paid or reimbursed by the Diocese.

~~Sec. 43.3.4~~ 43.4. Records.

~~Sec. 43.3.4A~~ 43.4.1. Records of Proceedings. Records of active proceedings before the Board, including the period of any pending appeal, shall be preserved and maintained in the custody of the Clerk, if there be one, otherwise by the Diocesan offices.

~~Sec. 43.3.4B~~ 43.4.2. Permanent Records. The Bishop shall make provision for the permanent storage of records of all proceedings under this Section at the Diocese and the Archives of the Episcopal Church, as prescribed in Title IV of the General Canons.

(Amended in full: 27<sup>th</sup> Ann. Conv. 1995; Amended: Sec. 43.3 and Sec. 43.5, 33<sup>rd</sup> Ann. Conv. 2001; Repealed: Sec. 42A, 42<sup>nd</sup> Ann. Conv. 2010; Amended in full: Sec. 43, 42<sup>nd</sup> Ann. Conv. 2010. Amended: Repealed obsolete Sec. 43.1 and 43.2 in its entirety, renumbered Canon, 53<sup>rd</sup> Ann. Conv. 2021)

## VII. CANONICAL LEGISLATION

### **Canon 44. Titles and Descriptions of Canons**

Sec. 44.1. The titles of these Canons shall not be deemed to be a part of the law governing this Diocese.

### **Canon 45. Record of Constitution and Canons**

Sec. 45.1. The Registrar of the Diocese shall procure and keep a suitable book, entitled "The Constitution and Canons of the Diocese of Hawai'i," in which shall be recorded the Constitution and Canons of the Diocese, with a certificate of their adoption signed by the President and Secretary of the Convention.

Sec. 45.2. All Constitutions and Canons, and all amendments thereof and additions thereto, hereafter adopted by the Convention shall be certified by the President and Secretary of the Convention, as having been duly adopted, and shall, with the certificate of adoption, be recorded in said book, and the said book shall be taken and regarded as prima facie evidence of the due adoption and correctness of all papers recorded therein pursuant to this Canon.

#### **Canon 46. Amendment of Canons**

Sec. 46.1. To amend these Canons, it shall be necessary that every proposition or resolution so to do shall have been served upon the delegates to any annual meeting of the Convention at which such proposition or resolution shall be considered thirty days prior thereto and such amendment must be approved during the same Convention by a majority vote in each order, voting separately, and concurred in by the Bishop. In the event such notice shall not have been given or the Bishop does not concur in the amendment, an amendment may be made provided that two-thirds of each order favor the same.

Sec. 46.2. In order to preserve the orderly arrangement of additions or alterations to these Canons, such new matter shall conform to the designation and numbering system followed throughout the foregoing Canons, except that additional material shall be placed and numbered as follows:

Sec. 46.2.1. A new Canon which should logically be inserted between two existing Canons shall bear the Arabic number of the Canon it follows with the added designation "A", e.g., a new Canon between Canon 11 and Canon 12 shall be "Canon 11A".

Sec. 46.2.2. A new section of a Canon which should logically be inserted between the material in an existing Sec. ".1" and Sec. ".2" shall be designated Sec. ".1A", and thereafter any material subsequently added which should be logically inserted after said added matter in Sec. ".1A" and before Sec. ".2" shall be designated Sec. ".1B", and so on.

Sec. 46.2.3. A new subsection of material which should logically be inserted after an existing subsection ".1" shall be designated ".1A". A further addition which should logically be inserted after such new ".1A" shall be designated as ".1B" and any additional subsections shall be similarly designated and extended according to this principle.

Sec. 46.2.4. Should there be amendment(s) to the General Canons of The Episcopal Church which change the numbering system or alter how those General Canons are referenced in the Hawai'i canons, those changes will be assumed as incorporated in these Canons. Moreover, those provisions of the General Canons which are applicable to the Diocese are hereby incorporated. To the extent, if any, that any of the provisions of the Hawai'i canons are in conflict or inconsistent with the provisions of the General Canons, the provisions of the General Canons shall govern.

(Amended: add Sec.46.2.4, 53<sup>rd</sup> Ann. Conv. 2021)

**Canon 47. Repealing Former Canons**

Sec. 47.1. All former Canons of this Diocese, not included in these Canons, are hereby repealed, but the validity of any previous action taken in accordance with them shall not be affected.

## **Explanation of Changes to the Proposed Canons 09-15-2021**

### **Gender Neutral Language**

As applicable, uses gender neutral language throughout the Canons (e.g. Chairman, now Chair; he, now their)

### **Canon 1**

#### Section 1.1

This amendment is proposed to clarify the list of Clerical Members of Convention to include ALL Bishops (Co-Adjutor, Suffragan Bishop, Retired Bishops in Residence, Bishop Emeritus, etc) and to clarify that Chaplains at Episcopal Schools who are ordained in full-communication partner Churches may be given seat and voice at Convention, but not vote.

### **Canon 4**

#### Section 4.3.5

This amendment is proposed to provide flexibility for use of ‘surplus funds’ from shared travel allocations during Diocesan Convention so that they may accrue during years where the majority of delegates attend on their home island of O‘ahu. The intent is to allow the funds to accrue over several years and ultimately be used for travel to future Diocesan Conventions held on neighboring islands when travel expenses are higher.

### **Canon 6**

#### Section 6.7

Per the request of the Diocesan Support Center we propose striking the section requiring the Committee on Necrology to create lists and memorials or resolutions

### **Canon 8**

#### Section 8.4

This amendment clarifies that a Treasurer does not necessarily receive a salary. In the future, if a Treasurer does receive a salary, then after review by the Standing Committee, a recommendation will be sent to Diocesan Council for their consideration.

### **Canon 13**

#### Section 13.1

The amendment proposed would provide for a more even representation on Diocesan Council from all islands

#### Section 13.4.3

Refers to the corporate name of the Diocese, The Episcopal Church in Hawai`i, when referring to personnel employed in the Diocesan Support Center

### **Canon 14**

#### Section 14.1

The amendment updates the terminology used to define the nationwide Episcopal Church, in accordance with the National Canons.

Canon 14.4

Refers to the corporate name of the Diocese, The Episcopal Church in Hawai`i, when referring to personnel employed in the Diocesan Support Center

**Canon 15**

Section 15.3

This amendment updates the language to remove the outdated term Deaconesses/Professional Church Workers and include Licensed Lay Ministries.

Sections 15.3.1-15.3.9

This amendment adds the definitive language for the Licensed Lay Ministry roles from the National Canons.

Section 15.5

This amendment is an update to coincide with the new numbering of the National Canons.

**Canon 29 (New 22)**

Section 22.5

This amendment is an update to the age of qualified voters that is synonymous with the National Canons.

**Canon 22 (New 28)**

Sections 28.1.1-28.1-3

This amendment provides clarity.

Section 28.2

This amendment simplifies the terminology and defines the process of a Parish becoming an Aided Parish.

Section 28.4 and 28.4.1

This amendment clarifies and simplifies the terminology as a return to Parish status (vs. Restoration)

**Canon 19 (New 29)**

Section 29.4.2 c

This amendment is an update to the age of qualified voters that is synonymous with the National Canons.

Section 29.4.2 e

This amendment adds the other officer positions that may exist in a mission for the nomination to the Bishop.

**Canon 25 (New 33)**

Section 33.1

This amendment clarifies the position of Vicar within a Mission.

Section 33.3

This amendment adds language from the National Canons.

**Canon 23 (New 34)**

Section 34.1-34.3

This amendment simplifies the terminology and defines the process of a Parish becoming a Mission and uses the term Preaching Station (term used in the National Canons) instead of Unorganized Mission

Section 34.1A and 34.3

This amendment simplifies the wording of the process and uses a more standard Preaching Station (term used in the National Canons) instead of Unorganized Mission.

**Canon 35**

This amendment adds language from the National Canons.

**Canon 42.4**

Section 42.4 updated to last approved version of that section of the Canon

**Canon 43**

This amendment strikes language that applied to outdated information (from 2011) and adds the language from the National Canons.

**Canon 46**

Section 46.2.4

This amendment adds language to automatically apply changes to the numerology of the National Canons as a cross reference into the Diocesan Canons.

### Resolution 3

**TITLE:** Making Climate Change and Global Warming More Central to the Parishes of Hawai‘i

**SPONSOR:** John Webster

**ADDRESS:** 1 Keahole Place, Apt. 3501, Honolulu, HI 96825

**PHONE:** (808) 383-7506

**EMAIL:** jfwebsterhi@gmail.com

BE IT RESOLVED, the 2021 General Convention of the Episcopal Diocese of Hawai‘i urges parish leadership, drawing upon previous initiatives and positions of the Episcopal Church and of the Diocese dealing with the climate crisis and global warming, to urgently accelerate and expand the level of discourse on these topics with the members of the congregation and with the political and policy leadership of Hawai‘i, so that it becomes adequately recognized as the major threat to public health in Hawai‘i and in the world.

RATIONALE/EXPLANATION. This resolution is proposed because in spite of the previous work of the Episcopal Church and of the Hawai‘i Diocese in calling attention to this issue, and in spite of almost daily national news coverage, the urgency of these issues still does not rise to the top of government policy agendas or to the top-of mind of our congregations, our pastors and our communities.

As Christians, our moral obligations as stewards of the earth are well acknowledged, but our awareness of the issues of climate change and global warming doesn't receive the attention that these dire times demand. Just this month, according to the Sept 6, 2021 Insider, the editors of the world’s top 251 medical journals issued a joint warning to world leaders that they must urgently focus on the climate crisis - even before COVID-19 is under control because it is “the greatest threat to global public health.” They said, “many governments met the threat of COVID-19 with unprecedented funding. The environmental crisis demands a similar emergency response.”

And, just this week, the Archbishop of Canterbury, Pope Francis, and Ecumenical Patriarch issued a Joint Message for the Protection of Creation.

Now is the time to urgently make it central to the parishes.



## Resolution 4

**TITLE:** Calling for Collaborative Creation Care

**SPONSOR:** Jennifer Latham, Christopher Golding, Lani Bowman

**ADDRESS:** Holy Nativity, Seabury Hall, St. Augustine

**PHONE:** (914) 512-7421

**EMAIL:** jlatham@ses.cdsp.edu

BE IT RESOLVED, the 53rd annual meeting of the Convention of the Diocese of Hawai‘i urges each congregation to

- 1) Form a “Green Team” and begin by identifying one member to act as an “Environmental Coordinator” who will serve as a liaison to the Diocesan Creation Care and Environmental Justice Task Force (hereafter referred to as CC and EJ Task Force);
- 2) Communicate with members of the CC and EJ Task Force for support around creation care and environmental justice work. Discuss resources needed for this work and available for this work. Examples might be having space available for a thrift store or community gardens; having finances available for educational workshops and speakers; needing educators for community discussion; having parish members available for advocacy or environmental education; or needing environmental advocates to help with community organizing;
- 3) Undertake an energy audit for all parish buildings in order to reduce the parish’s carbon footprint. Or otherwise prioritize care for God’s creation throughout the church’s mission, liturgy, prayer life, education, and work. This includes actions around reducing, reusing, and recycling.

BE IT FURTHER RESOLVED THAT the 53rd annual meeting of the Convention of the Diocese of Hawai‘i requests that the Bishop and Diocesan Council provide grants in the 2022 budget to assist congregations with “greening” their buildings (i.e. LED lightbulbs, energy efficiency improvements, etc.) and to help with the cost of energy audits if need be.

BE IT FURTHER RESOLVED THAT the 53rd annual meeting of the Convention of the Diocese of Hawai‘i recommends that the Commission on Finance and Administration explore divestment from fossil fuels and find alternative investments in renewable energy or carbon-free energy sources.

BE IT FURTHER RESOLVED THAT the 53rd annual meeting of the Convention of the Diocese of Hawai‘i acknowledges that human-caused climate change disproportionately affects those that have been least responsible for these changes, who have the least amount

of power and resources to alter their circumstances, or who have been overlooked as possible guides for alternative and sustainable livelihoods.

RATIONALE/EXPLANATION. The 50th annual meeting of the Convention of the Diocese of Hawai‘i resolved to create a Creation Care task force, which was formed and has been working to help congregations move toward living more lightly on the Earth. The Task Force has been focusing on gathering information from congregations about their own activities related to creation care and environmental justice. Because climate change has become a crisis, the time to step up our efforts as faithful stewards of God’s creation has come. Each congregation can participate in this communal effort to tread more lightly on the ‘āina, protect those who are harmed by the changing crises, encourage each other, and advocate for proactive policies that promote stewardship of creation.

## Attachment 6: Budget Narrative and Numbers

### Narrative and Explanation

#### **2022 PROPOSED BUDGET OVERVIEW**

As in most budgeting processes, Diocesan Council attempts to balance The Episcopal Church in Hawai‘i’s (“TECH”) projected financial needs with projected financial resources. Council further attempts to construct a conservative budget by slightly underestimating income and slightly overestimating expenses, allowing unforeseen events to be accommodated during the year. This process was particularly challenging this year, given today’s extraordinarily uncertain pandemic-related economic circumstances. As such, Council held five separate discussions on the 2022 Budget, including two special meetings exclusively devoted to 2022 Budget deliberations.

Prior pandemic-related extraordinary measures include the two-month Assessment waivers in 2020 and again in 2021, funded by: the SBA’s PPP Program (part of the Federal CARES Act); an increased draw from the TECH Endowment; and belt-tightening wherever possible. TECH has maintained an 18% Assessment rate since 2018 but, in an effort to leave more resources at the parish/mission level to implement programs to grow and enhance congregational life, the Assessment rate in the 2022 Budget has been reduced to 16.5%.

In a further move to strengthen resources at the parish/mission level, a one-month Assessment waiver is included in the 2022 Budget, financed mainly by a slightly reduced (from 2021) draw from the TECH Endowment. The Endowment draw rate has been fixed at 4% since 2018, was temporarily increased to 5% in 2021, and is budgeted at 4.5% for 2022. While TECH is aiming for a sustainable 4% long-term Endowment draw rate, the draw formula is based on a trailing 12 quarter Endowment value, which has increased due to the very strong market gains since 2019.

The only major expense change in the 2022 Budget results from Council’s task force recommendations on reorganizing the Diocesan Support Center (“DSC”) as a result of the retirement of Peter Pereira, TECH’s long-term Treasurer and Planned Giving Officer. This change, effective late 2021, includes giving added responsibilities to the current Accountant (the new Controller) and the Business Manager (the new Operations Manager) as well as adding two junior positions (a Financial Support Administrator and a Communications & Event Coordinator). For additional oversight, guidance, and advice to DSC staff, a highly experienced volunteer Treasurer and several volunteer Assistant Treasurers are being actively recruited.

TECH’s 2022 Budget continues to generously support Ministry and Mission initiatives, such as the Hālau Wa‘a Church Plant (previously known as “West Oahu”), Grace Moloka‘i, Camp Mokolē‘ia, Diocesan Youth Missioner, Waiolaihui‘ia, Prison chaplaincy, A Cup of Cold Water, and many others. It should be emphasized that TECH’s monetary support of Ministry and Mission programs is only a portion of TECH’s total support, as DSC staff devote considerable time and energy in support of these and other Ministry and Mission programs throughout the Diocese.

Under normal circumstances, a conservatively developed budget will produce a nominal surplus at year-end, which typically is used to prudently increase reserves or is carried forward to help fund the next Budget cycle. The 2022 Budget anticipates a \$90K carry forward surplus from 2021. The 2022 Budget is “tighter” than normal, as Council has endeavored to empower parishes and missions by lowering the assessment rate, so the planned carry forward surplus from 2022 onwards is much smaller.

## **2022 PROPOSED BUDGET SUMMARY**

TECH’s Proposed 2022 Budget is balanced, with total budgeted income equaling total budgeted expenses. Given the conservative nature of the budgeting process, a nominal \$30K surplus is assumed.

**Total Income** in TECH’s 2022 Budget is \$2.341 million, a slight decrease from \$2.380 million in the 2021 Budget. Net **Assessment Income** of \$1.342 million represents 57.3% of Total Income in 2022 versus 60.5% in the 2021 Budget. Budgeted **Investment Income** of \$725K (31.0%) is essentially equal to the 2021 Budget amount of \$727K (30.5%), as the lower draw rate is offset by the addition of a distribution from the Waikiki Chapel Endowment Fund and the increased value of the Diocesan Portfolio. **Other Income** in the 2022 Budget, consisting primarily of Rents and Prior-Year Surplus, is \$275K (11.7%), substantially above the 2021 Budget amount of \$215K (9.0%) due to the \$90K Prior-Year Surplus.

**Total Expenses** in TECH’s 2022 Budget are \$2.341 million, a slight decrease from budgeted 2021 Total Expenses of \$2.380 million. **Diocesan Organization Expenses** of \$1.741 million represent 74.4% of Total Expenses in the 2022 Budget, versus \$1.657 million (69.6%) in the 2021 Budget, mainly due to increased Capital Reserves and Outsourcing expenses. **Ministry and Mission Expenses** of \$600K represent 25.6% of Total Expenses in the 2022 Budget versus \$723K (30.4%) in the 2021 Budget, mainly due to reduced Bishop’s Emergency Grants.

Line-by-line specifics by budget item, prepared by DSC staff and edited by Council, follow:

### **INCOME**

#### **Page 3, Line 1a: Assessments**

Assessment income is the amount levied by the Convention (as authorized by Article XII of the Constitution of the Diocese) on each congregation in the Diocese of Hawai‘i to support the programs and expenses of the Diocese. The projected income shown in this budget is based on a 2022 assessment rate of 16.5% of each congregation’s operating income, as shown on the 2020 parochial report, page 3, line A.

#### **Page 3, Line 1b: COVID-19 Assessment Waiver**

This was a 2-month waiver of assessment payments to the Diocese to help congregations with loss of income due to the COVID-19 pandemic in 2020 and 2021. There is a 1-month waiver projected for 2022 and none thereafter. It should be noted, however, that Diocesan Council has decided that the two Paycheck Protection Program (PPP) rounds will not be subject to assessment as the “loans” are forgiven and become “grant” income. So, in 2023, the PPP grants

received in 2021 will not be subject to assessment. All other pandemic related grants used for operations in any way are subject to assessment.

Page 3, Line 1c: Investment Income

All projected investment income is net of investment fees, both managerial and custodial.

*Endowment Funds:* To estimate income from investments for 2022, the Diocese budgets and will draw 4.5% of each restricted and unrestricted endowment fund's average market value over the prior twelve quarters.

Endowment funds with 2022 distributions budgeted at 4.5% are:

- Portfolio (restricted) – Income from this fund is primarily from the Episcopate Endowment Fund, and distributions are limited to the expenses related to the “Episcopate” (the Bishop.)
- Portfolio (unrestricted)
- Von Holt Fund (unrestricted)
- Helen Hagemeyer Fund (restricted) – Income from this fund is restricted by the donor for support of mission churches.
- Ing Fund (unrestricted)
- MacCray Fund (Council Restricted) – Income from this fund supports the Youth and Campus Missioner ministry
- Waikiki Chapel (Unrestricted).

*Trust Funds:* There are four non-endowment funds of which the Diocese is the beneficiary of investment income but has no investment management oversight.

- Catton Fund – Income is restricted by the donor for needy retired church workers.
- Parke Trust Fund (Unrestricted)
- Prisanlee Fund (Unrestricted)
- Valvon Fund (Unrestricted)

Page 3, Line 1d: Rental Income - Cluett Apartments

Rental income comes from the six units in the Diocesan-owned Cluett Apartments on the mauka side of Queen Emma Square next to St. Peter's Church. Management and tenant oversight of the Cluett Apartments is currently outsourced. Diocesan Council is evaluating options ranging from refurbishment to demolition of this antiquated building. The budget conservatively reflects that rental income stops in mid-2022. Additional parking revenue may materialize once the plan is finalized.

Page 3, Line 1e: Parking

Parking income is from the rental of Diocesan parking spaces on Queen Emma Square which are rented to St. Andrew's Schools and four to seven individuals.

Page 3, Line 1f: Restricted donation- Waiolaihui‘ia School for Ministry

This represents a restricted donation received for Waiolaihui‘ia. (The Diocesan Local Ordination and Licensed Lay Ministry Formation Program).

Page 3, Line 1g: Interest

This represents the interest earned on Diocesan cash accounts and Certificates of Deposits (CDs).

Page 3, Line 1h: Miscellaneous

Miscellaneous gifts and other income are included in this line item. This number is a “guesstimate” based on previous year’s actual. There are no steady, consistent numbers for this line item.

Page 3, Line 1i: Prior year Surplus

Estimated amount of carry forward surplus from 2021.

**EXPENSES**

Page 5, Line 2a: Native Hawaiian Ministry Committee

This line item is usually used for travel for individuals to attend meetings of the Anglican Indigenous Network (AIN) and other local- and church-wide indigenous ministry events. This Committee maintains close contact with other indigenous peoples and their faith communities throughout the Worldwide Anglican Communion. The every 2-year meeting was held in Hawai‘i in 2019. It is also noted that this Committee has a restricted fund of \$13,000 for its work. In addition, a grant of \$4,000 has been received from The Episcopal Church for the translation of liturgical materials into ‘Ōlelo Hawai‘i. Additional funds have been allocated for the work of this Committee (and that of the Reconciliation Task Force) by Diocesan Council from a separate grant from The Episcopal Church (\$20,000 to each group).

Page 5, Line 2b: Tongan Ministry

This line item is used to help pay for the ministry of a Tongan-speaking priest for the Tongan congregation at St. Elizabeth’s Church, Honolulu.

Page 5, Line 3a: Agreed Upon Procedures (“Audit” Expenses)– Missions

The Diocese includes in its budget the funds to pay for annual agreed upon procedures “audits” for missions. This is a national canonical requirement, coming from an action of the General Convention of the Episcopal Church. (Parishes also are canonically required to have an annual audit, but at their own expense.) Agreed upon procedures is work agreed upon between the Diocese and the auditor to review control procedures over financial and other transactions. To help offset the income lost due to Assessment waivers, this line item was reduced to zero in 2020 and for 2021. Diocesan Council approved a new policy that will take effect January 2022 and the Commission on Finance and Administration is working out the details of the process.

Page 5, Line 3b: Calvary

The purpose of this financial support has been to assist in re-establishing Calvary as a viable Episcopal Church in Kaneohe (see [www.calvarykaneohe.org](http://www.calvarykaneohe.org)) following the departure of many parishioners in disagreement with the 2003 ordination of Bishop Gene Robinson and the Diocesan stance favoring an inclusive understanding of marriage. Their vicar since 2018 has served 3/4-time, and their pre-pandemic Average Sunday Attendance (ASA) was 40. The Organized Mission has rental income from a preschool, the vicarage and other denominations using the sanctuary. The subsidy is reduced in 2022 and discontinued thereafter.

Page 5, Line 3c: Grace, Moloka'i

This line item supports the ministry of Grace Church on Moloka'i. The Council has determined that this is an essential ministry of the Diocese of Hawai'i. Council encourages other churches in the Diocese to greater engagement with Grace Church, including urging support of their thrift shop and consciously visiting the congregation when possible (see [www.gracechurchmolokai.com](http://www.gracechurchmolokai.com)). No increases are projected for the future.

Page 5, Line 3d: St. Jude's, Ocean View

St. Jude's is self-supporting, and no longer needs assistance.

Page 5, Line 3e: Hālau Wa'a Church Plant (Formerly Known as "West O'ahu")

Hālau Wa'a Episcopal is a new mission, started in 2020, serving the 120,000 spiritual seekers in the Honouliuli ahupua'a (Kapolei, Ewa Beach, and Makakilo). The mission is developing a New Episcopal Community template of wa'a (small group ministries) empowering each member's spiritual journey by bringing God's word into everyday activities. The individual wa'a gather for renewal, community, and worship as Hālau Wa'a Episcopal. The funds are largely used for the compensation of the Missioner, the Rev. Mark Haworth. The Episcopal Church in Hawai'i owns land near Kapolei Elementary School (13a). It should be noted that this land may or may not be used for established congregation, but is an asset of the Diocese for development in the region. All compensation was frozen in 2021 at 2020 levels. This line assumes a 3% increase.

Page 5, Line 4a: Camp Mokulē'ia

Camp Mokulē'ia (see <https://www.campmokuleia.org>) operates as a subsidiary of the Diocese. Programs include summer camps consisting of a high school program, a middle school program, and a shorter elementary school (entering grades 4-6) program. In addition, there have recently been new initiatives: (1) Camps on neighbor islands and sites on O'ahu outside of the Camp, and (2) youth events. The Camp faces opportunities and challenges as the pandemic subsides. The budget includes an allocation of \$70,000 for the ongoing maintenance and programs of the Camp. This is the minimum support Diocesan Council has discerned that the Diocese should provide to show commitment to this ministry. These funds provide support for the mission of the Diocese as a whole through our Camp.

Page 5, Line 4b: Christian Formation

Christian formation is most effectively done on the congregational level, but this line item helps to support those efforts by funding Diocesan membership fees for programs such as Education for Ministry (EfM) and Godly Play. Training for clergy and lay leaders is funded elsewhere in this budget (6c).

Page 5, Line 4c: Diversity Training

This funding is to assist in diversity training, communication, and resource development for congregations and individuals. The training was mandated by resolution of the General Convention. Based on the promises in our Baptismal Covenant to "seek and serve Christ in all persons, loving [our] neighbors as [ourselves]" and to "respect the dignity of every human being," we must seek to create dialogue on racism; to facilitate respect for diversity; and to promote healing, reconciliation, and transformation in our members and institutions. The Reconciliation Task Group has begun this work. Additional funds have been allocated for the work of this Task Group (and that of the Native Hawaiian Ministry Committee) by Diocesan Council from a grant from The Episcopal Church (\$20,000 to each group).

Page 5, Line 4d: EYE Travel Fund Reserve

Every three years, there is a nation-wide Episcopal Youth Event. The last one was July 10-14, 2017 on the campus of the University of Central Oklahoma in Edmond. The event has been canceled for this triennium because of the pandemic. It is the Diocese's policy to fund one-third of the cost, while expecting congregations and individuals to support the balance. This amount will go into the reserve fund for the next EYE just as the Diocese reserves funds each year for General Convention. There are currently funds available for the next EYE and the \$100 in this line item is to hold a place in the budget for the future.

Page 5, Line 4e: Planned Giving

This funding is to help congregations encourage members and friends to remember the Church in their wills or estate plans. The Diocese offers a program of education for congregations' leaders and direct support for congregations, and works with the Episcopal Church Foundation (ECF) on marketing, training, and gift planning. This line item also funds Ho'ike Ulu Legacy Society events that honor good stewards who have remembered their congregations, the Diocese, or another ministry in their wills or estate plans.

Page 5, Line 4f: Safe Church Training

This line item funds training required by General Convention resolutions and by Diocesan policy for educating church leaders and volunteers about sexual misconduct and to promote a Safe Church environment. In 2017, the Diocese moved to individual online training. The online training is less costly than hiring local trainers. At the 2019 Annual Meeting, the budget was amended to increase the funding to allow for in-person training for those for whom online training is difficult. The pandemic made in-person trainings impossible. The policy and program will need to be reviewed and revised by Standing Committee. (See <https://www.episcopalhawaii.org/safe-church- trainings.html>)

Page 5, Line 4g: St. Andrew's Schools: Chaplain Support (PT)

Because St. Andrew's School is on land owned by the Episcopal Church in Hawai'i, it is essential that a qualified Episcopal Chaplain be in place to liaison with the Diocese and the Cathedral. To ensure the Chaplain is compensated at the same rate as those serving at congregations, the Diocesan Council has in the past decided to help St. Andrew's Schools with the Chaplain's compensation package. The current Chaplain, the Rev. Cn. Heather Patton-



Graham, is also the Provost and Canon Residentiary of the Cathedral. Therefore, one-third of her compensation is provided by the Schools and two-thirds by the Cathedral. The Diocese is no longer supporting her compensation and this line is not needed in the 2022 budget.

Page 5, Line 4h: Diocesan Youth Missioner (PT)

The Rev. Jar Pasalo was hired in 2020 using funds from the Rev. George W. MacCray Fund that is designated by Council for youth and young adult ministries. This is a part-time position whose primary purpose is to support congregations in their individual ongoing Youth (7<sup>th</sup> to 12<sup>th</sup> grade) and college campus programs, and to help create a network of youth and youth workers and a feeling of community within the Diocese in cooperation with the Diocesan Youth Ministry Design Team. This position is largely funded by the Rev. George W. MacCray Fund. All compensation was frozen in 2021 at 2020 levels. This line assumes a 3% increase for 2022.

Page 5, Line 4i: Diocesan Youth Ministry - Program

These funds provide basic financial support for Diocesan Youth program and activities in 2022 as we come out of the pandemic.

Page 6, Line 5a: A Cup of Cold Water

A Cup of Cold Water (ACCW) is a community-based Care-Van outreach program on the island of Maui, formed by a group of committed Episcopalians from all Maui congregations. Like Camp Mokulē'ia and St. Andrew's Schools, ACCW is a subsidiary of the Episcopal Church in Hawai'i. The program uses the care-van to deliver essential food, hygiene and clothing items throughout the island. With a strong volunteer base from the Episcopal Churches on Maui, the program is growing and now includes other churches and other religious communities. (See [www.episcopalhawaii.org/a-cup-of-cold-water.html](http://www.episcopalhawaii.org/a-cup-of-cold-water.html))

Page 6, Line 5b: Ecumenical/Interfaith Relations

This line item supports efforts to build relationships with, and community among, other faiths through shared communication and participation in the areas of faith-based, spiritual, and social issues aligned with the mission of our Diocese. Institutional membership in The Interfaith Alliance Hawai'i (TIAH) is part of this support. The budget also includes funds for Pacific Health Ministries and the Samaritan Counseling Center.

Page 6, Line 5c: Prison Chaplaincy (PT)

This line item is to provide compensation for a part-time chaplain, the Rev. Kaleo Patterson, towards the development of an active prison ministry in the State of Hawai'i, Department of Public Safety (all islands), the Federal Detention Center in Honolulu, and the Saguaro Correctional Facility in Arizona. Most prison chaplaincy activity and programs take place on O'ahu, where most of the incarcerated are processed upon entry into the system, and released or transferred to facilities on neighbor islands, or Saguaro, Arizona. All compensation was frozen in 2021 at 2020 levels. This line assumes a 3% increase for 2022.

Page 6, Line 5d: Prison Ministry - Program

This line item provides funds to support prison chaplain & ministry expenses required to provide oversight of all prisons in Hawai'i and Saguaro Correctional in Arizona, and the Federal Detention Center in Honolulu, utilizing volunteers and local churches, community

partnerships, program and curriculum development, printing, materials, and supplies needed for: Makahiki Classes and Ceremonies, Baibala English/Hawaiian Language Classes, Hawaiian Bibles, Episcopal Holy Eucharist and other Services, and special programs, Reentry Bacpacs, reentry services, and support, such as cell phones, housing assistance, and Holo bus passes, other travel assistance, and alms, which provide a continuity of prison ministry and pastoral care from in-prison to community reentry. The Diocesan Council views this as an important living out of the gospel, "...I was in prison and you visited me." (Matthew 25:36 NRSV) Here is also the understanding that we are called "...to bring good news to the oppressed, to bind up the brokenhearted, to proclaim liberty to the captives, and release to the prisoners. (Isaiah 61:1 NRSV)

Page 6, Line 6a: Lay Leadership Development

See line 6c.

Page 6, Line 6b: Clergy Leadership Development

See lines 6c and 6d.

Page 6, Line 6c: Leadership Development

This is for training and/or conferences for clergy and lay leadership (including wardens, vestry members, bishop's committee members, and treasurers) events like "Spring Training," "Education Day" and other special events.

Page 6, Line 6d: Clergy Retreat

This for an annual clergy retreat and a one day lecture.

Page 6, Line 6e: Curacy Support

This line provides funds for the opportunity for newly graduated seminarians from the Diocese to return to Hawai'i after ordination. The intent is to make it possible for newly ordained seminary graduates from Hawai'i to serve at least two years under the mentorship of an experienced priest. There are currently no compensated curacies.

Page 6, Line 6f: Curacy Support Reserve Fund

This line funds a reserve to support Curacies (see Line 6e) without causing an undue burden on future budgets when the funds are needed.

Page 6, Line 6g : Commission on Ministry (COM)

This line item includes expenses such as:

- Psychological testing and background checks for those in the ordination process (both of which are required by church canon) and background checks for candidates for positions as priests in mission congregations.
- Any costs associated with the training and licensing of laypersons to the licensed ministries spelled out in Title III of the Canons of The Episcopal Church.
- The cost of various books, periodicals, and other resources intended to promote leadership or ministry development and discernment throughout the Diocese.

Page 6, Line 6h: Waiolaihui‘ia Center for Ministry, The Diocesan Local Ordination and Licensed Lay Ministry Formation Program

Waiolaihui‘ia is Hawai‘i’s program for licensed lay ministries and those being formed for ordination to the priesthood or vocational diaconate. 2022-2024 is projected to be funded by a donor-restricted reserve fund. This program is intended to provide training and formation for mature persons, established in the local life of Hawai‘i, for whom the disruption and cost of mainland seminary is not feasible. Ordination-track individuals have the flexibility and stability to serve a congregation. Ordination-track graduates of Waiolaihui‘ia are expected to meet all canonical requirements for ordination. For the Ordination-track, there is a one-year preparatory program followed by the three-year Waiolaihui‘ia. There are currently 3 students in the 2021-2022 academic year and 10 in the ordination-track preparatory program. The licensed lay ministry tracks are currently in development.

Page 6, Line 6i: Waiolaihui‘ia Academic Dean (PT)

This represents the compensation and benefits paid to the Academic Dean, the Rev. Haaheo Guanson, who oversees the Waiolaihui‘ia formation program. All compensation was frozen in 2021 at 2020 levels. This line assumes a 3% increase for 2022.

Page 6, Line 7a: Bishop’s Emergency Grants

These monies are used to help fund congregations with unplanned/unforeseen expenses such as retaining walls, sewer systems, plumbing, electrical, technology upgrades during the Pandemic, etc. and ministries that support the vision and goals of the Episcopal Church in Hawai‘i. These grants of up to \$3,000 can be approved by the Bishop and grants over \$3,000 must be approved by Diocesan Council on the recommendation of the Bishop. This line item is being significantly reduced in response to some of the income reductions (lower assessment, one-month waiver, and reduced draw from endowments) for 2022.

Page 7, Line 8a: Bishop

This line item includes the compensation and benefits (such as health insurance and pension) for the Bishop Diocesan, the Rt. Rev. Robert Fitzpatrick. All compensation was frozen in 2021 at 2020 levels. This line assumes a 3% increase for 2022.

Page 7, Line 8b: Bishop’s General Convention Travel Reserve Fund

This line item provides the annual allocation to a reserve fund to be held over three years to support the travel and meeting costs for the Bishop and his spouse to attend the triennial General Convention of the Episcopal Church. There is currently enough in reserves for the 2022 General Convention (postponed from 2021). The next General Convention is scheduled for 2024.

Page 7, Line 8c: Hospitality

This supports the Bishop’s ministry of hospitality. As part of his episcopal responsibilities, he exhibits Hawai‘i’s aloha spirit and hosts individuals and groups, reciprocates hospitality, and develops partnerships. This also includes funding for the Bishop to support the fundraising activities of the entities on whose board of directors he serves by virtue of the office (St.

Andrew's Schools, 'Iolani School, Seabury Hall, and Camp Mokulē'ia). Due to the pandemic cost savings in 2020, the Bishop resigned his membership to the Pacific Club (historically, bishops have been a member). There is current no plan for the membership to be renewed.

Page 7, Line 8d: Key Person insurance

This line item pays for the insurance premium for the Bishop's life insurance benefitting the Diocese in the event of the Bishop's death.

Page 7, Line 8e: Travel and Continuing Education

This covers the Bishop's and spouse's travel expenses (transportation, meals, lodging, etc.) for church visitations, meetings, conferences, etc.). It also covers the Bishop's continuing education.

Page 7, Line 8f: Lambeth Conference Travel Reserve Fund

This line item funds a reserve to pay for the Bishop's and spouse's attendance at future Lambeth conferences. The amount in the reserve account (Lambeth Conference Travel Fund) is approximately \$29,000+\$13,583 in prepaid expenses. The prepaid expenses are non-refundable payments from the postponed Conference in 2020, such as airfare which can be used for the rescheduled Conference in July 2022. The current funding is to prepare for the next Lambeth Conference.

Page 7, Line 8g: Future Bishops' Transition Reserve Fund (formerly known as Election Process Fund) This line item funds a reserve to cover the costs of transitions of future bishops. The amount in the reserve account (Election Process Fund) as of March 2021 was approximately \$263,000.

Page 7, Line 9a: Executive Assistant to the Bishop

This line item includes the compensation and benefits (health insurance, pension, etc.) for the Bishop's Executive Assistant, Ms. Denise Esposito. The Executive Assistant provides administrative support to the Bishop and the Diocese. All compensation was frozen in 2021 at 2020 levels. This line assumes a 3% increase for 2022.

Page 7, Line 9b: Accountant

This position was eliminated in the recent DSC reorganization.

Page 7, Line 9c: Business Manager

This position was eliminated in the recent DSC reorganization.

Page 7, Line 9d: Canon to the Bishop (formerly known as Canon for Congregational Life and Leadership)

This line represents the compensation and benefits (such as health insurance and pension) for the Canon to the Bishop, the Rev. Cn. Sandy Graham. This staff position is both the Executive Officer and focuses on working with regions and congregations to equip leaders (lay and ordained) to engage in God's mission in these islands. Particular focus is given to congregational development, stewardship, and formation (especially as it strengthens lay and clergy leaders and advances the mission of the Church to make disciples.) This staff person will also encourage and

help equip congregations to establish alternative Christian communities and reach new populations. All compensation was frozen in 2021 at 2020 levels. This line assumes a 3% increase.

Page 7, Line 9e: Office Support (Part-time)

All compensation was frozen in 2021 at 2020 levels. This line assumes a 3% increase for 2022.

Page 7, Line 9f: Treasurer and Planned Giving Officer

This paid position will be eliminated upon the retirement of Peter Pereira in late 2021. The selection of a volunteer Diocesan Treasurer is in process.

Page 7, Line 9g: Controller

This line item represents the compensation and benefits (health insurance, pension, etc.) for the Diocesan Controller, Mr. Danny Casey. The Controller performs the following tasks and functions: Accounts Payable, General Ledger, Preparation of financial statements and reports, work with diocesan treasurers so they can report to governance bodies, non-diocesan grants support to churches, bank liaison, loans, audit preparation, church financials / financial section Parochial Reports review. DSC liaison to Commission on Investments and Commission on Finance and Budget.

Page 7, Line 9h: Financial Support Administrator

This line item covers the compensation and benefits (health insurance, pension, etc.) for a new position created by the recent DSC reorganization which performs the following tasks and functions: Process payroll for Missions and TECH, office support to Commissions on (1) Finance and Budget; (2) Property and Insurance; (3) Investments, billing statements, accounts receivable.

Page 7, Line 9i: Operations Manager

This line represents the compensation and benefits (health insurance, pension, etc.) for the Operations Manager, Ms. Rae Costa. This position is responsible for the following tasks and functions: Insurance, licenses and leases of congregations, diocesan property issues and contracts, human resources, DSC operations. DSC liaison to Commission on Finance and Budget and Commission on Property and Insurance.

Page 7, Line 9j: Communications & Event Coordinator

This line item covers the compensation and benefits (health insurance, pension, etc.) for a new position created by the recent DSC reorganization which performs the following tasks and functions: E-Chronicle, website, social media, special notices and/or announcements, special events and activities, and coordination of the Annual Meeting.

Page 7, Line 10a: Archives

This line item covers the cost to maintain the archives for the Diocese of Hawai'i, including archival supplies, pest management, reproduction of images from other institutions, exhibits, and attendance by our volunteer Diocesan Historiographer at a professional development conference. The current archives location is too small. Plans are being made to move the Archives into the Diocesan Conference Room.

Page 7, Line 10b: Audit Expenses – Diocese

This line item covers the cost of contracting with a certified public accounting firm to conduct an audit of the Diocesan financial records and to prepare a report as annually required by the Canons of the Episcopal Church.

Page 7, Line 10c: Chancellor’s Expenses

This line item allows the Chancellor to participate in the Western Chancellors’ Conference, and provides access to a computer research service and certain publications in support of the legal assistance that the Chancellor gives to the Diocese and its congregations and institutions.

Page 7, Line 10d: Church Internet/Website support

This line item provides partial assistance with the costs of maintaining the websites for Churches.

Page 7, Line 10e: Contract Communications Services

This covers the contract for the Editor of the e-Chronicle and Webmaster of the Diocesan website. Increase is to bring this more in line with market rates. NOTE: This amount does not cover contractor’s work for individual churches

Page 7, Line 10f: CPA Contract Services

This line item covers outsourced CPA services needed as a consequence of in-house CPA Peter Pereira’s retirement in late 2021.

Page 7, Line 10g: Diocesan Convention

This line item covers unreimbursed costs of holding the Annual Meeting of Diocesan Convention, including venue costs, supplies, materials, and postage. This cost is net of registration fees/meals.

Page 7, Line 10h: Directors & Officers Insurance

This is used to pay the premiums for liability insurance for The Episcopal Church in Hawai‘i from errors and omissions by its directors, officers and volunteers. The insurance premium is based on claims experiences and market conditions.

Page 7, Line 10i: General Convention Deputy Support Reserve Fund

This line item provides the annual allocation to a reserve fund to be held over three years to support the eight deputies (four clergy and four lay), the first alternate for clergy, and first alternate for lay from our Diocese who attend the triennial General Convention of the Episcopal Church. The next one was scheduled for July 2021, but has been postponed (because of the pandemic) to July 2022 in Baltimore, Maryland. The next General Convention following 2022 is currently scheduled for 2024 (and will include the election of a new Presiding Bishop).

Page 7, Line 10j: Legal and Related Expenses

This represents legal, ethical, Disciplinary Board, and related costs incurred by the Diocese. Unexpended funds from this line item up to \$5,000 per year will be set aside as a reserve to cover potential future legal expenses.

Page 7, Line 10k: Office Expenses

This line item includes telephone, copying costs, equipment maintenance, subscriptions, postage, equipment purchase, supplies, etc.

Page 7, Line 10l: Property - Cluett

The Diocese owns the Cluett apartments located on Queen Emma Square. Management of the apartments is contracted out to a property manager. Research into demolishing the building (and possibly replacing with landscaping and/or parking) are in the works, so this budget is assuming 6 months of expenses.

Page 7, Line 10m: Property - Diocese

This account covers expenses related to Queen Emma Square, such as general liability and umbrella insurance and the cost of maintenance of the trees on the Diocesan parking lot.

Page 7, Line 10n: Property Taxes – Cluett Apartments and Parking Lot

This line item pays the property taxes on the parking lot and the Cluett apartments rented for income by the Diocese.

Page 7, Line 10o: Province VIII Quota

This line item funds the voluntary assessment the Diocese pays to the Province. Hawai‘i is part of Province VIII of the Episcopal Church, and this is the amount the Diocese pays to help with Provincial programs and administration.

Page 7, Line 10p: Staff Continuing Education

This line item covers the cost of continuing education for the Diocesan Support Center staff.

Page 7, Line 10q: Storage

This budget item covers the cost of storing records in a secure, off-site location due to space limitations in current office quarters.

Page 7, Line 10r: Technology Support

Included in this line item is the contract for outsourced IT support, software, computer upgrades and the purchase of needed technology.

Page 7, Line 10s: The Episcopal Church Quota (Assessment)

This funds the assessment the Diocese pays to The Episcopal Church nationally to contribute toward its work and ministry. The 2022 assessment is 15% of the 2020 Diocesan income, which includes parochial giving, unrestricted operating investment income, and restricted investment income used to pay operating expenses, minus a \$140,000 exemption. The Diocese of Hawai‘i always pays the full ask amount of the General Convention.

Page 8, Line 11a: Memorial Building Capital Reserve Fund

This line item funds the Diocesan Capital Reserve to share costs of capital improvements of the Memorial Building (for example, the roof), where the Diocesan Support Center is housed.

Page 8, Line 11b: Diocesan Office Cleaning Expenses

This budget item covers the cost for cleaning of the Diocesan Support Center.

Page 8, Line 11c: Security Shared with the Queen Emma Square

This is the Diocese's portion of the cost of maintaining security for Queen Emma Square. The other Episcopal entities on the Square also share in the cost of these services.

Page 8, Line 11d: Shared Cathedral Expenses

The Diocese pays a portion of the Cathedral's maintenance budget because of the presence of the Diocesan Support Center on the second floor of the Memorial Building. This is a non-assessable building use expense reimbursement.

Page 8, Line 12a: Governance Groups Travel

This line covers the cost of travel for meetings of the governance groups of the Diocese, including Standing Committee, Diocesan Council, Compensation Review Committee, Commission on Ministry, and for clergy and warden meetings with the Bishop. This line item has been significantly reduced due to in-person meetings being replaced by Zoom meetings.

Page 8, 12b: Staff Travel

This line item supports the ministries of members of the Diocesan Support Center by funding travel for meetings, consultations, conferences, and church-related programs. This line item is being reduced as off-island conferences and meetings are being suspended and online/virtual conferences and meetings are being encouraged.

Page 8, Line 13a: Kapolei land

This budget line pays the property taxes and other expenses to maintain property in Kapolei. As there is not currently a Church building on the site, the Diocese must pay property taxes.

Page 8, Line 13b: Medigap Program

This line item provides a subsidy to eligible qualified retired clergy (and their spouses) and qualified lay employees of the Episcopal Church in Hawai'i (Diocesan Support Center staff) to cover a portion of their Medigap insurance costs. The guidelines for eligibility are currently based on employment status in a compensated position and years of service in the Diocese (at least 10 years before the date of retirement or 20 years in this Diocese even if retiring while serving in another Diocese). CPG is making changes to their program effective Jan. 1, 2022 so the Commission on Finance and Administration will be reviewing this policy and making a recommendation to Diocesan Council in 2022.

Page 8, Line 13c: Diocese Capital Expenditure Reserve Fund

This line item is to fund future capital expenditures such as the archives.



## Total Income

		<b>TOTAL INCOME (in \$)</b>				
		2020	2021	2022	2023	2024
		ACTUAL	BUDGET	PROPOSED BUDGET	FORECAST	FORECAST
<b>Income</b>						
<i>Rate</i>		18%	18%	16.50%	16.50%	16.50%
1 a	Assessments	1,774,524	1,726,754	1,463,847	1,493,100	1,523,000
1 b	COVID-19 Assessment Waiver (2 months)	(295,760)	(287,792)	-	-	-
1 b	COVID-19 Assessment Waiver (1 month)	-	-	(121,987)	-	-
		1,478,764	1,438,962	1,341,860	1,493,100	1,523,000
1 c	<b>Investment Income</b>	4.00%	5.00%	4.50%	4.50%	4.50%
	<i>Endowment Funds</i>					
	Portfolio (Restricted)	165,655	209,500	195,100	199,000	191,700
	Portfolio (Unrestricted)	26,587	33,600	31,300	31,900	30,700
	Von Holt Fund (Unrestricted)	146,706	185,500	172,700	176,200	169,700
	Helen Hagemeyer End Fd (Restricted)	41,148	52,000	48,500	49,500	47,700
	MacCray Fd (Council Restricted)-Youth	41,665	65,200	60,300	61,600	59,300
	Ing Fund (Unrestricted)	68,821	87,000	81,000	82,600	79,600
	Waikiki Chapel (Unrestricted)	-	-	27,200	27,700	26,700
	<i>Trust Funds</i>					
	Catton Fund (Restricted)	19,875	21,500	25,000	25,500	26,000
	Parke Trust (Unrestricted)	44,922	38,250	45,000	45,900	46,800
	Prisanlee Fund (Unrestricted)	19,806	16,150	20,000	20,400	20,800
	Valvon Fund (Unrestricted)	18,600	17,850	18,600	19,000	19,400
	Total Investments	593,785	726,550	724,700	739,300	718,400
	<b>Rentals</b>					
1 d	Apartments	92,657	86,130	47,700	-	-
1 e	Parking	103,442	105,200	113,500	115,800	118,100
	Total Rentals	196,099	191,330	161,200	115,800	118,100
1 f	Restricted Donation-Waiolaihui`ia	13,493	20,000	20,000	20,000	20,000
1 g	Interest	4,371	500	500	500	500
1 h	Miscellaneous	2,711	3,000	3,000	3,000	3,000
1 i	Prior year Surplus	-	-	90,000	30,000	30,000
	<b>GRAND TOTAL INCOME</b>	<b>2,289,224</b>	<b>2,380,342</b>	<b>2,341,260</b>	<b>2,401,700</b>	<b>2,413,000</b>

### Notes:

- 1 a 2020 Churches' Operating Income compared to 2019 Churches' Operating Income = (7.5%) decrease in Income.
- 1 a 2020 Churches' Operating Income plus PPP loans not assessed, compared to 2019 Churches' Operating Income = 2.8 % Increase in In
- 1 d Additional parking revenue may be materialized once the plan is finalized.

## Total Expenditures

	<b>TOTAL EXPENDITURES (in \$)</b>				
	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
<b>Expenses</b>	<b>ACTUAL</b>	<b>BUDGET</b>	<b>PROPOSED</b>	<b>FORECAST</b>	<b>FORECAST</b>
<b>Ministry and Mission</b>	637,208	723,042	600,490	652,500	638,100
<b>Diocesan Organization</b>	1,578,495	1,657,300	1,740,770	1,749,200	1,774,900
<b>GRAND TOTAL EXPENSES</b>	<b>1,215,703</b>	<b>2,380,342</b>	<b>2,341,260</b>	<b>2,401,700</b>	<b>2,413,000</b>
<b>SURPLUS</b>	<b>73,521</b>	-	-	-	-

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## Ministry and Mission

### MINISTRY AND MISSION (IN \$)

	2020	2021	2022	2023	2024	
	ACTUAL	BUDGET	PROPOSED BUDGET	FORECAST	FORECAST	
<b>DIOCESAN INITIATIVES</b>						
2 a	Native Hawaiian Ministry Committee	60	2,000	2,000	2,000	2,000
2 b	Tongan Ministry	10,000	10,000	10,000	10,000	10,000
	Subtotal	10,060	12,000	12,000	12,000	12,000
<b>SUPPORT FOR MISSIONS</b>						
3 a	Agreed Upon Procedures Expenses - Missions	-	-	36,000	36,700	37,400
3 b	Calvary	10,000	10,000	4,000	-	-
3 c	Grace, Molokai	75,000	75,000	75,000	75,000	75,000
3 d	St. Jude's, Ocean View	2,500	-	-	-	-
3 e	Hala'u Wa'a Church Plant (Formerly West O'ahu)	124,606	125,000	128,600	131,200	133,800
	Subtotal	212,106	210,000	243,600	242,900	246,200
<b>DISCIPLESHIP</b>						
4 a	Camp Moku'e'ia	70,000	70,000	70,000	70,000	70,000
4 b	Christian Formation	1,750	10,000	10,000	10,000	10,000
4 c	Diversity Training	-	1,000	500	1,000	1,000
4 d	EYE Travel Reserve Fund	-	-	100	100	100
4 e	Planned Giving	2,194	3,500	3,500	3,500	3,500
4 f	Safe Church Training	-	1,000	500	1,000	1,000
4 g	St. Andrew's Schools: Chaplain Support (PT)	18,854	38,100	-	-	-
4 h	Diocesan Youth Missioner (PT)	41,665	63,700	65,100	66,400	67,700
4 i	Diocesan Youth Ministry - Program	-	7,000	7,000	7,100	7,200
	Subtotal	134,463	194,300	156,700	159,100	160,500

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	2020	2021	2022	2023	2024
	ACTUAL	BUDGET	PROPOSED BUDGET	FORECAST	FORECAST
<b>OUTREACH AND JUSTICE</b>					
5 a	5,000	5,000	5,000	5,000	5,000
5 b	2,300	2,000	2,000	2,000	2,000
5 c	21,907	21,900	22,600	23,100	23,600
5 d	3,939	6,000	6,000	6,100	6,200
Subtotal	33,146	34,900	35,600	36,200	36,800
<b>MINISTRY DEVELOPMENT</b>					
6 a	1,149	10,000	-	-	-
6 b	2,467	35,000	-	-	-
6 c	-	-	20,000	20,400	20,800
6 d	-	-	22,000	22,400	22,800
6 e	102,500	-	-	-	-
6 f	-	-	20,000	20,000	20,000
6 g	3,618	10,000	10,000	10,200	10,400
6 h	13,493	20,000	20,000	20,000	20,000
6 i	35,459	37,000	37,600	38,400	39,200
Subtotal	158,686	112,000	129,600	131,400	133,200
<b>OTHER</b>					
7 a	88,747	159,842	22,990	70,900	49,400
Subtotal	88,747	159,842	22,990	70,900	49,400
<b>TOTAL MINISTRY AND MISSION</b>					
	<b>637,208</b>	<b>723,042</b>	<b>600,490</b>	<b>652,500</b>	<b>638,100</b>

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## Diocesan Organization

### DIOCESAN ORGANIZATION (IN \$)

		2022				
		2020	2021	PROPOSED	2023	2024
		ACTUAL	BUDGET	BUDGET	FORECAST	FORECAST
<b>EPISCOPATE</b>						
8 a	Bishop	239,460	241,900	248,300	253,300	258,400
8 b	Bishop's General Convention Trvl Reserve Fd	-	-	2,000	2,000	2,000
8 c	Hospitality	14,406	12,000	12,000	12,200	12,400
8 d	Key Person Insurance	452	600	600	600	600
8 e	Travel & Continuing Education	9,302	22,000	22,000	22,400	22,800
8 f	Lambeth Conference Travel Reserve Fund	-	-	1,000	1,000	1,000
8 g	Future Bishops' Transition Reserve Fund	-	-	10,000	10,000	10,000
	Subtotal	263,620	276,500	295,900	301,500	307,200
<b>DIOCESAN SUPPORT CENTER STAFF</b>						
9 a	Executive Assistant to the Bishop	82,385	81,300	83,500	85,200	86,900
9 b	Accountant	89,606	91,500	-	-	-
9 c	Business Manager	80,445	81,500	-	-	-
9 d	Canon to the Bishop	148,507	152,700	156,800	159,900	163,100
9 e	Office Support (PT)	23,153	23,800	24,600	25,100	25,600
9 f	Treasurer & Planned Giving Officer	193,414	195,500	-	-	-
9 g	Controller	-	-	106,400	108,500	110,700
9 h	Financial Support Administrator	-	-	70,200	71,600	73,000
9 i	Operations Manager	-	-	92,900	94,800	96,700
9 j	Communications & Event Coordinator	-	-	74,100	75,600	77,100
	Subtotal	617,510	626,300	608,500	620,700	633,100
<b>ADMINISTRATION</b>						
<b>DIOCESAN EXPENSE</b>						
10 a	Archives	1,000	1,000	1,000	1,000	1,000
10 b	Audit Expenses - Diocese	30,571	35,000	35,000	35,700	36,400
10 c	Chancellor's Expenses	350	2,000	2,000	2,000	2,000
10 d	Church Internet/Website Support	1,786	1,400	1,700	1,700	1,700
10 e	Contract Communications Services	35,700	35,700	48,000	60,000	60,000
10 f	CPA Contract Services	-	-	29,300	29,900	30,500
10 g	Diocesan Convention	7,087	12,000	10,000	10,200	10,400
10 h	Directors & Officers Insurance	6,440	7,000	7,000	7,100	7,200
10 i	General Convention Deputy Support Reserve Fd	-	24,000	16,000	16,000	16,000
10 j	Legal & Related Expenses	73,419	35,000	70,000	71,400	72,800
10 k	Office Expenses	47,564	50,000	51,000	52,000	53,000
10 l	Property - Cluett	38,480	45,000	23,800	-	-
10 m	Property - Diocese	11,103	8,200	12,000	12,200	12,400
10 n	Property TxS-Cluett Apartments & Parking Lot	17,826	18,500	20,000	18,000	18,400
10 o	Province VIII Quota	6,300	6,400	6,600	6,700	6,800
10 p	Staff Continuing Education	2,244	4,000	4,000	5,000	6,000
10 q	Storage	9,358	7,000	8,000	8,200	8,400
10 r	Technology Support	19,660	20,000	20,400	20,800	21,200
10 s	The Episcopal Church Quota (Assessment)	293,100	301,900	287,500	305,000	304,300
	Subtotal	601,987	614,100	653,300	662,900	668,500

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	2020	2021	2022	2023	2024	
	ACTUAL	BUDGET	PROPOSED BUDGET	FORECAST	FORECAST	
<b>AULT MEMORIAL OFFICE BUILDING EXPENSE</b>						
11 a	Memorial Building Capital Reserve Fund	-	24,000	36,000	36,000	36,000
11 b	Diocesan Office Cleaning Expenses	5,364	8,000	8,200	8,400	8,600
11 c	Security Shared with the Queen Emma Square	23,773	17,300	17,600	18,000	18,400
11 d	Shared Cathedral Expenses	26,500	27,000	27,500	28,100	28,700
	Subtotal	55,637	76,300	89,300	90,500	91,700
<b>TRAVEL</b>						
12 a	Governance Groups Travel	1,326	10,000	5,000	5,100	5,200
12 b	Staff Travel	2,455	15,000	10,000	10,200	10,400
	Subtotal	3,781	25,000	15,000	15,300	15,600
<b>OTHER</b>						
13 a	Kapolei land	17,360	17,600	20,000	20,400	20,800
13 b	Medigap Program	18,600	21,500	25,000	25,500	26,000
13 c	Diocese Capital Expenditure Reserve Fund	-	-	33,770	12,400	12,000
	Subtotal	35,960	39,100	78,770	58,300	58,800
<b>TOTAL DIOCESAN ORGANIZATION</b>						
		<b>1,578,495</b>	<b>1,657,300</b>	<b>1,740,770</b>	<b>1,749,200</b>	<b>1,774,900</b>

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## Attachment 7: The Bishop's Statistical Report

### Clergy at October 2, 2021

Bishop Diocesan	1
Active Canonically Resident	50
Retired Canonically Resident	59
Licensed	16
Non-Parochial	74
Military Chaplains	3

**According to Title III, Canon 12, Section 3(d), the following has occurred in our Diocese from October 2, 2020 to October 1, 2021.**

Admitted as Postulant for Holy Orders: 1  
Erin Severin Richardson

### **Licensed Ministers**

<u>Eucharistic Ministers:</u>	Total of 23 with a current license 1 has been licensed in the past year
<u>Eucharistic Visitors:</u>	Total of 14 with a current license 0 have been licensed in the past year
<u>Worship Leaders:</u>	Total of 20 with a current license 13 have been licensed in the past year

### **Clergy Changes**

Lost by Death: 1  
Aug 8, 2020            Edith Sewell

Change of Canonical Residence out of the Diocese: 3  
Dec 15, 2020          Diana Akiyama          To: Portland  
Aug 5, 2021            Alison Donohue        To: Connecticut  
Sep 8, 2021            Irene Tanabe            To: Olympia

Change of Canonical Residence into the Diocese: 1  
Apr 26, 2021          Christopher Golding      From: Louisiana

### **Ordinations**

To the Priesthood: 0

To the Diaconate: 0

**Sacramental Acts**

Baptisms	10
Confirmations	28
Receptions	6
Reaffirmations	10
Burials	0
Marriages	0
Celebration of New Ministry	0

**Other**

Consents to the election of bishops:	4
Non-consents to election of bishops:	0
Consents to the resignation of bishops:	11



## Attachment 8: Official Clergy List

### ACTIVE CLERGY

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Active, canonically resident in good standing in the Diocese of Hawai‘i in the order of their residence, which is prefixed, with the year of their ordination to the diaconate, which is affixed, from May 1, 1945 through October 1, 2021.

		<b>Year of Ordination to Diaconate</b>
1986	The Rev. Imelda S. Padasdao (Priest) St. Elizabeth’s, Assistant Priest 1326 Konia Street; Honolulu, HI 96817	1986
2000	The Rev. Cn. Randolph V.N. Albano (Priest) St. Paul’s, Vicar 99-125 Uahi Street; Aiea, HI 96701	1979
2000	The Rt. Rev. Robert L. Fitzpatrick (Bishop) The Episcopal Diocese of Hawai‘i, Bishop Diocesan 583 Kamoku Street, #3107; Honolulu, HI 96826	1986
2005	The Rev. Cn. Robert “Moki” Hino (Priest) The Parish of Good Shepherd, Priest-in-Charge 2140 Main Street, Wailuku, HI 96793	2005
2005	The Rev. Daniel Leatherman (Priest) St. Timothy’s, Vicar 168 18 <sup>th</sup> Street; Honolulu, HI 96818	1996
2006	The Rev. David Gierlach (Priest) St. Elizabeth’s, Rector 231 Miloiki Place; Honolulu, HI 96825	2006
2009	The Rev. Paul A. Lillie (Priest) St. Mark’s, Rector 3311 Campbell Avenue; Honolulu, HI 96815	2004
2009	The Rev. Dcn. Lisa Pang (Deacon) Episcopal Church in Micronesia, Deacon 237 Pugua Drive; Yona, Guam 96915	2009
2011	The Rev. Giovan Venable King (Priest) St. Christopher, Rector 115 Aikahi Loop; Kailua, HI 96734	2007

2011	The Ven. Irene E. Maliaman (Priest) Episcopal Church in Micronesia, Archdeacon 911 N. Marine Corps Drive; Tamaning, Guam 96913	1988
2011	The Rev. Amy Crowe (Priest) 494 South Alu Road; Wailuku, HI 96793	2011
2011	The Rev. Corey Thornton (Priest) US Navy, Chaplain 808 Henderson Ct; Oceanside, CA 92058	2011
2011	The Rev. Dcn. Peter Wu (Deacon) St. Paul's, Deacon 7528 Nakalele Street; Honolulu, HI 96825	2011
2011	The Rev. David Stout (Priest) St. James', Rector 62-1326 Haleola St; Kamuela 96743	1997
2012	The Rev. Becky Tinnon (Priest) 350 11 <sup>th</sup> Avenue, #623; San Diego, CA 92101	2008
2012	The Rev. Michael Tinnon (Priest) 350 11 <sup>th</sup> Avenue, #623; San Diego, CA 92101	2008
2012	The Rev. Leo Loyola (Priest) 2016 Avignon Dr; Carrollton, TX 75007	2012
2012	The Rev. Kerith Harding (Priest) 42 Brookhaven Road; Hamden, CT 06517	2009
2013	The Rev. Dcn. Cris South (Deacon) 17800 Langlois Road; Desert Hot Springs, CA 92241	2013
2013	The Ven. Steve Costa (Deacon) The Cathedral of St. Andrew, Archdeacon 98-402 Koauka Loop, #1802; Aiea, HI 96701	2013
2013	The Rev. Kaleo Patterson (Priest) St. Stephen's, Vicar 84-632 Widemann Street; Wainae, HI 96792	2013
2015	The Rev. Ernesto Pasalo (Priest) The Episcopal Diocese of Hawai'i, Youth & Camp Missioner St. Matthew's, Vicar 1412 Alapai Street; Honolulu, HI 96813	2015

2015	The Rev. Raymond Woo (Priest) St. Luke's, Vicar 1177 Queen Street, #3603; Honolulu, HI 96814	2015
2015	The Rev. Keleawe Hee (Priest) Good Samaritan, Vicar 1801 10 <sup>th</sup> Ave; Honolulu, HI 96816	2015
2015	The Rev. Paul Nahoia Lucas (Priest) St. John's By-the-Sea, Vicar 51-471 Kamehameha Hwy, Kaaawa 96730	2015
2015	The Rev. John. A. Hau'oli Tomoso (Priest) 51 Kuula Street; Kahului, HI 96732	2015
2016	The Rev. Craig Vance (Priest) 1435 Montego Drive; San Jose, CA 95120	2005
2016	The Rev. Annalise Pasalo (Priest) Emmanuel, Priest-in-Charge 1412 Alapai Street; Honolulu, HI 96813	2016
2016	The Rev. Dcn. Lani Bowman (Deacon) St. Augustine's, Deacon 54-445 Kapaau Road; Kapaau, HI 96755	2016
2016	The Rev. Cn. Alexander Graham (Priest) The Episcopal Diocese of Hawai'i, Canon to the Bishop 320 Lili'uokalani Avenue #2004; Honolulu, HI 96815	2003
2016	The Rev. Cn. Heather Patton-Graham (Priest) St. Andrew's Schools, Chaplain; The Cathedral of St. Andrew, Provost 320 Lili'uokalani Avenue #2004; Honolulu, HI 96815	2003
2016	The Rev. Andrew McMullen (Priest) St. Michael and All Angels, Rector 1017-2 Moanakai Rd; Kapa'a, HI 96746	2006
2017	The Rev. Heather Hill (Priest) St. Clement's, Rector 3030 Kahaloa Place; Honolulu, HI 96822	2003

2017	The Rev. Katlin McCallister (Priest) Holy Apostles, Rector 1939 Kaiwiki Road; Hilo, HI 96720	2013
2018	The Rev. Dustin Berg (Priest) Calvary, Priest-in-Charge 3030 Kahaloa Place; Honolulu, HI 96822	2006
2018	The Rev. Jasmine Bostock (Priest) St. John the Baptist, Vicar 85-368 Waianae Valley Road; Waianae, HI 96792	2018
2018	The Rev. Christopher Bridges (Priest) Epiphany, Priest-in-Charge 2080 Mauna Place; Honolulu, HI 96822	2018
2018	The Rev. Haaheo Guanson (Priest) The Cathedral of St. Andrew, Assisting Priest 88 Piikoi Street, #505; Honolulu, HI 96814	2018
2018	The Rev. Mark Haworth (Priest) Hālau Wa‘a, Missioner 91-209 Likini Place; Ewa Beach, HI 96706	2018
2018	The Rev. Preston Lentz (Priest) St. Christopher’s, Priest Associate 999 Wilder Avenue, #1204; Honolulu, HI 96822	2018
2018	The Rev. Linda Lundgren (Priest) St. James, Priest Associate PO Box 760519; Pa‘auilo, HI 96776	1993
2018	The Rev. Sara Shisler Goff (Priest) 17100 Haleakala Hwy; Kula, HI 96790	2009
2018	The Rev. Bernard Yung (Priest) Episcopal Church in Micronesia 911 Marine Corps Drive; Tamuning, Guam 96913	2013
2019	The Rev. Andrew Arakawa (Priest) ‘Iolani School, Chaplain and The Cathedral of St. Andrew, Assisting Priest 583 Kamoku Street, Unit #1207; Honolulu, HI 96826	2019

2019	The Rev. David Glaser (Priest) Holy Apostles, Priest Associate 15-2074 7 <sup>th</sup> Ave; Keeau, HI 96749	2010
2019	The Rev. James Shire (Priest) St. Thomas's Anglican Church, Curate 255 Kuupua Street, Kailua, HI 96734	2019
2020	The Rev. Elizabeth "Libby" Berman (Priest) Holy Nativity, Rector 144 Nehue Street, Honolulu, HI 96821	2001
2020	The Rev. Charles Browning (Priest) St. Mary's, Priest-in-Charge 980 Awa'awa'anoa Place, Unit C, Honolulu, HI 96825	2010
2020	The Rev. David Jackson (Priest) All Saint's, Priest-in-Charge 4-1104 Kuhio Hwy #125, Kapa'a, HI 96746	1995
2020	The Rev. Timothy Morehouse (Priest) 'Iolani School, Chaplain 1837 Kalakaua Avenue, Apt. 3408, Honolulu, HI 96815	2002
2020	The Rev. Jennifer Latham (Priest) Holy Nativity, Curate 25 Piper's Pali St., Honolulu, HI 96822	2019
2021	The Rev. Christopher Golding Seabury School, Chaplain PO Box 880279; Pukalani, HI 96788	2011

### **RETIRED CLERGY**

Retired, canonically resident in good standing in the Diocese of Hawai'i in the order of their residence, which is prefixed, with the year of their ordination to the diaconate, which is affixed, from May 1, 1945 through October 1, 2019.

		<b>Year of Ordination to Diaconate</b>
1954	The Rev. W. Edwin Bonsey (Priest) 401 Santa Clara Avenue, #309; Oakland, CA 94610	1954
1954	The Rev. David P. Coon (Priest) PO Box 690; Kamuela, HI 96743	1954
1960	The Rev. William H. Aulenbach, Jr. (Priest) 5200 Irvine Boulevard, #59; Irvine, CA 92620-2024	1960

1961	The Rev. J. Hollis Maxson (Priest) Pohai Nani; 45-090 Namoku Street, D-2; Kaneohe, HI 96744	1961
1962	The Rev. Thomas Yoshida (Priest) 1410 Makiki Street; Honolulu, HI 96814	1962
1963	The Rev. Cn. David K. Kennedy (Priest) 1824 E. 49 <sup>th</sup> Avenue; Seattle, WA 99223	1963
1968	The Rev. Cn. Franklin S.H. Chun (Priest) The Episcopal Diocese of Hawai'i, Chaplains to Retired Clergy 1163 Lunaanela Street; Kailua, HI 96734	1968
1968	The Rev. George Lee (Priest) 2468 Lamaku Place; Honolulu, HI 96816	1957
1971	The Rev. Richard E. Winkler (Priest) 202 Pin Oak Drive; Harker Heights, TX 76543	1971
1972	The Rev. Cn. Brian J. Grieves (Priest) 25 Captains Cove; Oakland, CA 94618	1972
1973	The Rev. Imo S. Tiapula (Priest) PO Box 2030; Pago Pago, American Samoa 96799	1971
1975	The Rev. Vincent O'Neill (Priest) 2296 Aztec Ruin Way; Henderson, NV 89044	1964
1977	The Rev. Lynette G. Schaefer (Priest) PO Box 1233; 225 Aahi Place; Kaunakakai, HI 96748	1977
1979	The Rev. Heather M. Mueller (Priest) The Episcopal Diocese of Hawai'i, Chaplains to Retired Clergy 155 Cross Road; Kula, HI 96790	1979
1979	The Rev. Brian F. Nurdning (Priest) 1144 Kumukumu Street, Apt. E; Honolulu, HI 96825	1960
1985	The Rev. John B. Connell (Priest) 95-1050 Makaikai Street, Apt #17M; Mililani, HI 96789	1985
1985	The Rev. David J. Baar (Priest) St. John's (Kula), Priest Associate PO Box 427; Kula, HI 96790	1962

1987	The Rev. Charles W. Cannon (Priest) 291 Shady Glen Avenue; Point Roberts, WA 98281	1968
1988	The Rev. Peter S. Fan (Priest) St. Elizabeth's, Priest Associate 832 Olokele Avenue; Honolulu, HI 96816	1980
1988	The Rev. Marilyn R. Watts (Priest) 1144 Singingwood Court Apt 8; Walnut Creek, CA 94595	1988
1990	The Rev. Peter R. Besenbruch (Priest) 91-1162 Kai Oio Street; Ewa Beach, HI 96706	1982
1993	The Rev. Dcn. Leonard R. Howard (Deacon) 98-1128 Malualua Street; Aiea, HI 96701	1993
1993	The Rev. Gregory M. Johnson (Priest) PO Box 893788; Mililani, HI 96789	1993
1993	The Rev. Donor Macneice (Priest) No. 5, Street 29, Tonle Bassac; Phnom Penh, Cambodia	1964
1995	The Rev. Carol M. Arney (Priest) The Episcopal Diocese of Hawai'i, Chaplain to Retired Clergy 1840 University Ave. West, #104; Saint Paul, MN 55104	1995
1995	The Rev. Alejandro Geston (Priest) 91-1746 Bond Street; Ewa Beach, HI 96706	1967
1995	The Rev. Dcn. Agnes Patricia Reynolds (Deacon) 665 Paopua Loop; Kailua, HI 96734	1995
1997	The Rev. F. Kay Johnson (Priest) 18948 Columbus Mill Drive; New Caney, TX 77357	1989
2000	The Rev. Walter Stevens (Priest) 7244 Kalalau Place; Honolulu, HI 96825	2000
2000	The Rev. John E. Turner (Priest) 15583 N. 79 <sup>th</sup> Drive; Peoria, AZ 85382	2000
2001	The Rev. Dcn. C.S. Honey Becker (Deacon) 4400 Ambassado Carrery Pkwy, Lafayette, LA 70508	2001
2001	The Rev. Dale C. Hathaway (Priest) 2079 Audubon Drive; Rock Hill, SC 29732	1982

2001	The Rev. Elizabeth A. Zivanov (Priest) 7817 Whispering River St; Las Vegas, NV 89131	1993
2004	The Rev. Jodene Hawkins (Priest) 203 Kuli Puu Street; Kihei, HI 96753	1990
2004	The Rev. Russell M. Johnson (Priest) 659 West Redondo Place; Green Valley, AZ 85614	1987
2004	The Rev. Timothy Sexton (Priest) PO Box 181; 81 Mandala Road; Des Moines, NM 88418	1976
2006	The Rev. Thomas J. Buechele (Priest) 121 Essex Lane; Georgetown, TX 78633	1967
2006	The Rev. William J. Albinger, Jr. (Priest) 17 Wallace Street; Somerville, MA 02144	2003
2007	The Rev. Andrew J. Walmisley (Priest) 424 Camino Sobrante; Orinda, CA 94563	1979
2008	The Rev. Dallas B. Decker (Priest) 119 LaMoree Road, SPC 38; San Marcos, CA 92078	1976
2008	The Rev. Richard Shields (Priest) 1441 Victoria Street, #403; Honolulu, HI 96822	1979
2009	The Rev. Dcn. James Moore (Deacon) 214 C Lizama Street; Barrigada, Guam 96913	2009
2010	The Rev. Linda M. Decker (Priest) 307 S. Alu Road; Wailuku, HI 96793	2010
2010	The Rev. Austin B. Murray (Priest) 27 Orchard Road; West Long Branch, NJ 07764	1973
2010	The Rev. Richard A. Tardiff (Priest) 87-6627 Kekaa Place; Kealahou, HI 96750	2004
2012	The Rev. Debra Vanover (Priest) 25 Hiatt Street; Lebanon, OR 97355	1996
2012	The Rev. David Blanchett (Priest) 5300 E. 4 <sup>th</sup> Avenue, #303; Anchorage, AK 99508	2004



2012	The Rev. Dcn. Janice Watson (Deacon) 6055 Northcrest Village Way; Spring, TX 77388	2008
2013	The Rt. Rev. Donald Hart (Bishop) 95 Wyman Road, Apt. 1107; Keene, NH 03431	1962
2015	The Rev. Alison Dingley (Priest) 1255 Nuuanu Ave, Apt E 1513; Honolulu, HI 96817	1978
2015	The Rev. Dcn. Viliami Langi (Deacon) St. Elizabeth's, Deacon 1125 Pua Ln, #3A; Honolulu, HI 96817	2015
2015	The Rev. Horace Gaylord Hitchcock (Priest) 500 East Valley Parkway Apt 146; Escondido, CA 92025	1972
2015	The Rev. George Clifford (Priest) 1177 Queen Street, #3303; Honolulu, HI 96814	1992
2015	The Rev. Mahi Beimes (Priest) 47-166 Lile Place; Kaneohe, HI 96744	2015
2016	The Rev. Cn. Kate Cullinane (Priest) 3-6-184F Shibakoen Minata-Ku, Tokyo, 105-001, Japan	1989
2016	The Rev. Marion Keator (Priest) St. James', Priest Associate 64-5119 Pukuniahiahi Place; Kamuela, HI 96743	2000
2016	The Rev. Bruce DeGooyer (Priest) Holy Innocents, Vicar, The Episcopal Diocese of Hawai'i, Coordinator Chaplains to Retired Clergy 518 Melemele Street; Kihei, HI 96793	2004
2017	The Rev. Gae Chalker (Priest) 15 E. Rose Lane; Phoenix, AZ 85012	1997
2019	The Rev. Robert E. Steele (Deacon) The Church of the Holy Nativity, Deacon 250 Kawaihae St. Unit 1B; Honolulu, HI 96825	1968
2019	The Rev. Cn. Dwight Brown (Priest) Christ Church, Vicar 75-258 Malulani Dr.; Kailua-Kona, HI 96740	1981


**LICENSED CLERGY**

**of Denominations in full communion with the Episcopal Church who are installed as Rector, Vicar, Priest-in-Charge, Associates, Curates, or Youth Ministers of an Episcopal Church in the Diocese of Hawai‘i**

In the order of their residence, which is prefixed, with the year of their ordination in their polity, which is affixed, from May 1, 1945 through October 1, 2021.

		<b>Year of Ordination in Polity</b>
2003	The Rev. Diane Martinson (Priest) St. Peter’s, Rector 1054 Green Street, #606; Honolulu, HI 96822 Synod: Pacifica Synod	1992
2016	The Rev. John Lunn (Priest) Grace, Vicar 2210 Farrington Ave; PO Box 217; Hoolehua, HI 96729 Synod: Pacifica Synod	1990

Pursuant to Canon 1, Section 1.1, I hereby certify that the foregoing list of clergy of the Diocese of Hawai‘i is correct and under the provisions of Articles III and VI of the Constitution of the Diocese are entitled to full membership of the Convention.



The Rt. Rev. Robert L. Fitzpatrick  
Bishop of Hawai‘i

**OTHER LICENSED CLERGY**

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		<b>Year of Ordination to Diaconate</b>
11/29/09	The Rev. Alberto Alarcon (Priest) 95-1060 Lehiwa Drive, Apt. 2230B, Mililani, HI 96789 Canonical Residence: Philippine Independent Church	1973
11/29/09	The Rev. Robert William Nelson (Priest) 93 Laukahi Street; Kihei, HI 96753 Canonical Residence: Alaska	1979
8/19/16	The Rev. Philip James Paradine (Priest) 411 Kaelepulu Dr, Unit B; Kailua, HI 96734 Canonical Residence: Virginia	1997
8/20/19	The Rev. Fakatoumafi (Mafi) Vakameilalo St. Elizabeth's, Priest Associate 811 N. Vineyard Blvd, Apt. F13; Honolulu, HI 96817 Canonical Residence: Polynesia	1990
10/2/19	The Rev. Rolando Piso St. Paul's, Priest Associate 2209 Kula Kolea Drive; Honolulu, HI 96819 Canonical Residence: Philippine Independent Church	1986
1/16/20	The Rev. Nancy Hite Speck (Priest) 45 Halili Lane #12G, Kihei, HI 96753 Canonical Residence: New Jersey	2004
12/4/20	The Rev. Grace Kim (Priest) Army Chaplain 90-2030 Kaioli Street #5905; Ewa Beach, HI 96706 Canonical Residence: Rio Grande	2020
9/3/21	The Rev. James Loughren (Priest) Grace Episcopal PO Box 290616; Ho'olehua, HI 96729 Canonical Residence: Dallas	1990

## **LICENSED LUTHERAN PASTORS**

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- 11/29/09            The Rev. Bruce P. Craft (Priest)  
158 Akiohala Place; Kailua, HI 96734  
Synod: Pacifica Synod
- 11/29/09            The Rev. Dale S. Burke (Priest)  
95-108 Mahoa Place; Mililani, HI 96789  
Synod: Pacifica Synod
- 1/21/16             The Rev. Keith Wolter (Priest)  
95-743 Hokuwelowelo Place; Mililani, HI 96789  
Synod: Pacifica Synod
- 6/17/21             The Rev. Sharon Bockelman (Priest)  
St. John the Divine, Pastoral Associate  
1330 Aguilar Road; Yona, GU 96915  
Synod: Pacifica Synod

## Attachment 9: Annual Report of the Treasurer

The Balance sheet of The Episcopal Church in Hawai'i on December 31, 2020 showed assets of \$53,175,205; liabilities of \$23,760,859 (of which \$22,724,036 represents parish/mission investments balances); and net assets of \$29,414,346. The total operating income of the diocese exceeded operating expenses in 2020 by \$73,521. It should be noted that all congregations have paid their 2020 assessments.

James Hasselman, CPA, audited our financial statements. The audited financial statement is posted on our web site:

[Episcopalhawaii.org > Resources > Forms & Documents > Audits](#)

Our audit shows that we have an adequate system of internal control. Appropriate parties must properly authorize all disbursements, and two authorized officers must sign all checks. Our audit committee met with the auditor to review the audit report

### 2021

1. In your Convention Workbook, you will find the current Budget versus Actual Operating Report as of August 31, 2021. The report is summarized to cut printing costs. If you want a detailed report, please contact Danny.
2. Our investment performance numbers are as follows: Year to date at 8/31/21 =8.3%; trailing 12 months = 15.9%; 3 Year trailing = 10.0%; since 6/30/92= 7.6%. The stock/bond asset allocation is 57%/43%.
3. During the year, the Commission on Investments met with our investment monitor and managers to review the performance of our investment portfolio and to review our Investment Policy. We rebalance our portfolio when needed. We have a long-term view towards our portfolio management with the understanding that the stock market will experience fluctuations from time to time. We have a total return investment policy and spending policy. Our policies are implemented to ensure that there will be a steady stream of earnings annually, while at the same time ensuring that the fund assets will be there for the future. Our spending policy, 2017 and prior was set at a payout rate of 5 percent (5%) of the average market value of the Investment Fund over twelve quarters. In 2018 our payout rate was changed to 4% to keep in line what current industry practice and other nonprofit endowments are doing. In the 2022 Budget, we increased the payout rate from 4% to 4.5% to cover the reduction in assessment income (see # 4). The spending policy (which we will continue to review), together with sound investment performance, ensures that, over time, the fund will retain its ability to produce earnings. When I started working for the diocese in 1991 the Investment Portfolio balance was approximately \$6 million. As of August 31, 2021, it is approximately \$50 million. It grew because of market performance and bequests received from planned gifts. For more information, please go to our web site:  
[Episcopalhawaii.org > Resources > Forms & Documents > Investments](#)

4. The assessment rate has been 20% since 2009, and the rate decreased to 19% in 2016, 18.5% in 2017 and 18% from 2018 to 2021. The Diocesan Council recommends that the rate be reduced to 16.5% for 2022. There was a 2-month waiver of assessment payments to the Diocese in the 2020 and 2021 budgets. Diocesan Council is recommending a 1-month assessment waiver for the 2022 budget to help congregations with loss of income due to the COVID-19 pandemic. They also did this to leave more resources at the parish/mission level to implement programs to grow and enhance congregational life.
5. During the year, I worked with treasurers advising and training them on various matters, such as taxes, accounting and audit, investments, and responding to various questions.
6. The Compensation Review Committee (CRC) is submitting a compensation schedule reflecting 3.2 % increase over the current year. Please refer to the CRC report and the 2022 Clergy Compensation and Benefits policy for details.
7. During the year Danny and I worked with Churches and Preschools to obtain forgiveness of the Payroll Protection Program (PPP 1) loans which totaled approximately \$1,485,000. All the PPP 1 loans were forgiven. We also worked with Churches and Preschools on obtaining PPP 2 loans which totaled approximately \$837,000. Currently we are working on getting the PPP 2 loans forgiven.
8. The Legacy Society membership is at 137. 10 new members were added this year. The purpose of the Legacy Society is to recognize those who have remembered their church in their estate plans, and -more so - to enable members to witness to the value of their church in their lives and to secure ministries for generations to come. Thank you all for including your church in your will. Please consider joining the Legacy Society. Please contact the Bishop or go to our website to see Planned Giving Material:  
[Episcopalhawaii.org](http://Episcopalhawaii.org) > Resources > Forms & Documents > Legacy Society.

I would like to thank the treasurers, wardens, parish administrators, and clergy whose work, cooperation, and goodwill have helped us in our work. Thank you all for your support and the gifts you share with us. I would also like to thank Bishop Hart, Bishop Chang, Bishop Bob and all the faithful staff I have worked alongside during my 30 years serving the diocese. I am retiring, and I would like to say goodbye. It is sad that this convention is online. Bishop Bob has invited me to attend the Convention Eucharist next year, and I look forward to seeing you all in 2022. God willing it will be in-person. While this is a time of bittersweet emotions in having to transition into retirement on my next journey in life, I know that God has a plan for me, my family, and the Diocese of Hawai'i. My friends, know that I love you and wish the best for you and this diocese that I've grown to love. God bless you all. Aloha.

## Balance Sheet

**THE EPISCOPAL CHURCH IN HAWAI'I**

**BALANCE SHEET**

August 31, 2021

**ASSETS**

Cash and Cash Equivalents	937,972
Certificates of Deposit	300,091
Accounts Rec. - Churches/Other	271,936
Prepaid Expenses and Other Assets	176,204
Investments	48,760,766
Loan Rec. - Churches/Camp	78,955
Land & Buildings	2,815,947
Assets Held in Trust	<u>2,581,082</u>

**TOTAL ASSETS**

**55,922,952**

**LIABILITIES**

Accounts Payable	18,581
Accrued Vacation	19,234
Annuity Payment Liab.	6,930
Due to Churches/Other	69,905
Security Deposits	17,765
Postretirement Benefits	680,321
Churches' Endowment	24,002,080
Note Payable - PPP2 Loan	168,082
Note Payable - Churches	<u>78,955</u>

**TOTAL LIABILITIES**

**25,061,854**

**NET ASSETS**

Unrestricted	
General Fund	587,348
Plant Fund	2,815,947
Investment Fund	7,800,593
Temporarily Restricted	
General Fund	124,966
Investment Fund	10,866,417
Permanently Restricted	
Investment Fund	<u>8,665,828</u>

**TOTAL NET ASSETS**

**30,861,098**

**TOTAL LIABILITIES AND NET ASSETS**

**55,922,952**



## Income Statement

### THE EPISCOPAL CHURCH IN HAWAII INCOME STATEMENT FOR THE PERIOD ENDED 8/31/21

	Actual 8/31/21	Budget YTD	Variance		Annual Budget
<b>INCOME</b>					
Assessments	959,318	959,318	0	A	1,438,962
Investments	496,710	484,362	12,348	B	726,550
Rentals	135,484	127,550	7,934		191,330
Other	13,755	15,664	(1,909)		23,500
<b>TOTAL INCOME</b>	<b>1,605,267</b>	<b>1,586,894</b>	<b>18,373</b>		<b>2,380,342</b>
<b>EXPENSES</b>					
MINISTRY AND MISSION					
Diocesan Initiatives	6,668	8,000	1,332		12,000
Support for Organized Missions	136,111	140,000	3,889		210,000
Discipleship	90,761	129,540	38,779	C	194,300
Outreach and Justice	20,832	23,264	2,432		34,900
Ministry Development	45,446	74,668	29,222	D	112,000
Other	47,400	106,562	59,162	E	159,842
Subtotal Ministry and Mission	347,218	482,034	134,816		723,042
DIOCESAN ORGANIZATION					
Episcopate	171,211	184,536	13,325	F	276,500
Diocesan Support Center Staff Administration	412,126	417,532	5,406		626,300
Diocesan Expenses	401,120	408,236	7,116		614,100
Ault Memorial Office Bldg	49,831	50,864	1,033		76,300
Travel	2,767	16,668	13,901	F	25,000
Other	28,151	30,064	1,913		39,100
Subtotal Diocesan Organization	1,065,206	1,107,900	42,694		1,657,300
<b>TOTAL EXPENSES</b>	<b>1,412,424</b>	<b>1,589,934</b>	<b>177,510</b>		<b>2,380,342</b>
<b>SURPLUS</b>	<b>192,843</b>				

#### EXPLANATION OF SIGNIFICANT VARIANCES

- A Assessment unpaid as of 8/31/21 = \$45,048. See listing attached.
- B Due to improved portfolio and investment performance than originally budgeted.
- C Due mainly to funds not being spent on support for St. Andrew's Schools Chaplain.
- D Due mainly to reduced number of leadership development events due to COVID-19.
- E Due to lesser Bishop Emergency grants requested than anticipated.
- F Due to reduced travel and transition to online meetings as a result of COVID-19.

**Assessment Balance Due**

**THE EPISCOPAL CHURCH IN HAWAII**

**Current year (2021) Assessment Balance Due**

	Assessment Outstanding 8/31/21	Payments made thru. 10/6/21	Balance Due 10/6/21
All Saints Episcopal Church	\$ 5,554	\$ 2,777	\$ 2,777
Holy Nativity Episcopal Church	\$ 6,339	\$ 6,339	\$ -
St. John's By-the-Sea	\$ 982	\$ -	\$ 982
St. Jude Episcopal Church	\$ 787	\$ 787	\$ -
St. Mary Episcopal Church	\$ 3,493	\$ 3,493	\$ -
St. Michael and All Angels	\$ 16,125	\$ 6,450	\$ 9,675
St. Paul Episcopal Church	\$ 11,768	\$ 11,768	\$ -
<b>Total</b>	<b>\$ 45,048</b>	<b>\$ 31,614</b>	<b>\$ 13,434</b>

Diocesan Assessment

THE EPISCOPAL CHURCH IN HAWAII  
DIOCESAN ASSESSMENT (16.5%)

CHURCH	16.5%		2020	2022	2022
	2019	2021			
	OPERATING INCOME	DIOCESAN ASSESSMENT	OPERATING INCOME	DIOCESAN ASSESSMENT	INCREASE/ (DECREASE)
ALL SAINTS'	222,211	39,998	234,853	38,751	(1,247)
CALVARY	215,237	38,743	231,760	38,240	(503)
CHRIST CHURCH	224,802	40,464	182,194	30,062	(10,402)
CHRIST MEMORIAL	219,295	39,473	332,537	54,869	15,396
EMMANUEL	234,585	42,225	222,379	36,693	(5,532)
EPIPHANY	293,493	52,829	307,310	50,706	(2,123)
GOOD SAMARITAN	82,688	14,884	106,702	17,606	2,722
GOOD SHEPHERD	381,208	68,617	327,055	53,964	(14,653)
GRACE	34,581	6,225	44,766	7,386	1,161
HOLY APOSTLES	312,845	56,312	320,710	52,917	(3,395)
HOLY INNOCENTS	157,673	28,381	124,694	20,575	(7,806)
HOLY NATIVITY	507,160	91,289	393,964	65,004	(26,285)
ST. ANDREW	1,750,591	315,106	1,453,585	239,842	(75,264)
ST. AUGUSTINE'S	186,800	33,624	146,554	24,181	(9,443)
ST. CHRISTOPHER	343,116	61,761	351,951	58,072	(3,689)
ST. CLEMENT	326,699	58,806	282,455	46,605	(12,201)
ST. ELIZABETH'S	477,150	85,887	456,125	75,261	(10,626)
ST. JAMES'	559,538	100,717	569,053	93,894	(6,823)
ST. JOHN BAPTIST	86,551	15,579	82,132	13,552	(2,027)
ST. JOHN'S KULA	275,501	49,590	300,291	49,548	(42)
ST. JOHN'S BTS	78,590	14,146	56,678	9,352	(4,794)
ST. JUDE'S	62,989	11,338	54,431	8,981	(2,357)
ST. LUKE'S	150,559	27,101	162,791	26,861	(240)
ST. MARK'S	355,860	64,055	342,183	56,460	(7,595)
ST. MARY'S	279,371	50,287	264,262	43,603	(6,684)
ST. MATTHEW'S	75,212	13,538	79,622	13,138	(400)
ST. MICHAEL	430,014	77,403	331,493	54,696	(22,707)
ST. PAUL'S	235,360	42,365	179,090	29,550	(12,815)
ST. PETER'S	518,376	93,308	450,650	74,357	(18,951)
ST. STEPHEN'S	94,390	16,990	83,810	13,829	(3,161)
ST. TIMOTHY'S	179,759	32,357	201,258	33,208	851
TRINITY BTS	152,660	27,479	106,844	17,629	(9,850)
WEST KAUA'I	88,206	15,877	87,606	14,455	(1,422)
<b>TOTAL</b>	<b>9,593,070</b>	<b>1,726,754</b>	<b>8,871,788</b>	<b>1,463,847</b>	<b>(262,907)</b>

Less: COVID 19 Assessment waiver (2 month-2021) (287,792) (121,987) (1 month-2022)  
1,438,962 1,341,860

## Investment Funds of the Episcopal Church in Hawai'i

TRUST ENDOWMENTS	Total Shares	AS OF JUNE 30, 2021	
		Market Value @ 100.832718	(Cost) Balance End of Quarter
<b>ALL SAINTS' CHURCH, KAPAA</b>			
Clergy Childrens' Education Fund	95.08654	9,587.83	7,294.49
Albert Horner Organ Maint Fund	73.14041	7,374.95	3,136.72
Eddie Ruby Scott Trust	252.52875	25,463.16	22,386.97
Etta Wilcox Sloggett Memorial Fund	229.77931	23,169.27	5,407.28
Emma Lyman Wilcox Memorial Fund	337.69109	34,050.31	7,631.10
Henry Willey Columbarium	187.75395	18,931.74	7,847.95
Ramona R. Walden Altar Fund	19.88475	2,005.03	1,607.13
Rector's Equity Allowance	0.12288	12.39	10.74
Willey Memorial Fund	463.67115	46,753.22	20,169.41
	<u>1,659.65883</u>	<u>167,347.90</u>	<u>75,491.79</u>
<b>CALVARY EPISCOPAL CHURCH</b>			
Church Unrestricted Fund	50.36310	5,078.25	5,047.10
<b>CAMP MOKULEIA, OAHU</b>			
Margaret Root Clarke Memorial Camp Scholarship Fund	91.32794	9,208.84	4,225.12
Margaret Monterio Mem Campership	188.74191	19,031.36	9,338.78
Robert and Debra Tupper Camp Scholarship Fund	196.89330	19,853.29	17,696.73
	<u>476.96315</u>	<u>48,093.49</u>	<u>31,260.63</u>
<b>CHRIST CHURCH, KEALAKEKUA, HI</b>			
Christ Church Property	466.09194	46,997.32	44,714.46
David Douglas Wallace Mem Endow Fd	50.35361	5,077.29	2,145.38
Parish Designated Trust Fund	287.39414	28,978.73	22,801.17
Ellen C Hall Fund	189.18964	19,076.51	6,454.01
Dora Greenwell Bryant Pennell Fund	25.10373	2,531.28	1,116.70
The Greenwell Memorial Trust	661.94994	66,746.21	47,253.75
Restoration/Renovation Fund	324.78179	32,748.63	22,508.14
Mission Fund	109.64928	11,056.23	5,923.29
S.H. Davis Fund	1.05229	106.11	98.02
	<u>2,115.56636</u>	<u>213,318.31</u>	<u>153,014.92</u>
<b>CHRIST MEMORIAL CHURCH, KILAUEA</b>			
Eddie Ruby Scott Trust	412.29799	41,573.13	36,616.86
Building Maintenance Fund	2,800.33764	282,365.66	249,427.58
	<u>3,212.63563</u>	<u>323,938.79</u>	<u>286,044.44</u>

## INVESTMENT FUNDS OF THE EPISCOPAL CHURCH IN HAWAII

AS OF JUNE 30, 2021

		Market Value @	(Cost) Balance
TRUST ENDOWMENTS	Total Shares	100.832718	End of Quarter
<b>DIOCESAN - BUDGET</b>			
Alice Anne Rice Endowment Fund	2,648.81627	267,087.34	231,270.58
Episcopate Endowment Fund	48,844.02064	4,925,075.36	2,788,922.32
Episcopate Endowment Fund (BR)	258.02148	26,017.01	26,123.75
Edwin Lani and Puanani Hanchett Memorial Mission Fund	819.58931	82,641.42	65,246.79
George Hebrank Endowment Fund	834.39548	84,134.36	70,499.65
Hawaiian Church Chronicle	227.96707	22,986.54	11,572.17
Helen Hagemeyer Endowment Fund	12,389.71193	1,249,288.33	1,018,230.97
Katherine Hanley Wery Trust	1,188.26215	119,815.70	102,226.56
Kenneth & Ruth Perkins Endowment Fund	2,164.62622	218,265.15	186,537.16
Mary Y.C. Ing Restoration Fund	20,716.58817	2,088,909.89	1,764,406.43
Morimasa & Myrtle Kaneshiro Fund	647.41320	65,280.43	57,303.57
Rev. George W. MacCray Fund	15,600.80893	1,573,071.97	1,409,910.32
Thomas Dowell Phillips Mem Pen Fd	508.24950	51,248.18	26,305.35
Von Holt Fund	44,164.30527	4,453,206.94	3,436,180.83
	<u>151,012.77562</u>	<u>15,227,028.62</u>	<u>11,194,736.45</u>
<b>DIOCESAN - OTHERS</b>			
The Rev. J. Thurlow and Jane Baker Memorial Fund	2,562.04652	258,338.11	218,994.52
Bishop's Pastoral Fund	1,271.09625	128,168.09	100,736.03
The Chang Clergy Children's Scholarship Fund	1,997.90674	201,454.37	180,024.94
Bishop's Special Fund	463.89385	46,775.68	36,450.78
Clergy Continuing Education Fund	8,312.20418	838,142.14	619,861.57
Memorial Building Capital Reserve Fund	2,452.05296	247,247.16	218,076.67
Diocesan General Fund	5,373.15810	541,790.14	483,825.13
Eleanore McKinney Endowment Fund	568.78229	57,351.86	45,472.88
Future Bishops' Transition Reserve Fund	2,744.37371	276,722.66	243,069.33
Episcopate Construction Fund	215.53312	21,732.79	17,257.60
Harry & Katherine Kennedy Memorial Fund	746.11550	75,232.85	60,849.34
Hono'uliuli Mission Fund	259.26353	26,142.25	24,082.83
Hurricane Deductible & Earthquake Reserve Fund	19,639.18448	1,980,272.35	1,744,199.77
Lambeth Conference Travel Fund	301.62236	30,413.40	27,824.66
Linberg Revolving Fund	12,935.68094	1,304,339.87	1,069,644.80
Medigap Fund	2,997.47517	302,243.57	267,605.69
Mission Fund	837.72383	84,469.97	72,232.92
Eric Potter Memorial Fund	288.06351	29,046.23	25,269.99
Scholarship Fund	5,774.75342	582,284.08	444,678.73
St. George's Endowment Fund	15,778.27879	1,590,966.74	1,404,699.56
Victory Fund	1,639.88098	165,353.66	146,317.22
The Waikiki Episcopal Chapel Endow Fund (UR)	7,115.84979	717,510.48	660,986.82
The Waikiki Episcopal Chapel Endow Fund (PR/TR)	175.11981	17,657.81	16,266.77
	<u>94,450.05983</u>	<u>9,523,656.26</u>	<u>8,128,428.55</u>

INVESTMENT FUNDS OF THE EPISCOPAL CHURCH IN HAWAII AS OF JUNE 30, 2021

TRUST ENDOWMENTS	Total Shares	Market Value @ 100.832718	(Cost) Balance End of Quarter
<b>EMMANUEL EPISCOPAL CHURCH, KAILUA</b>			
Church Renovation Fund	121.10349	12,211.19	10,445.09
Emmanuel Church, Special Fund	2,035.04847	205,199.47	180,424.87
Gratia McConkey Memorial	312.66448	31,526.81	28,113.98
The Leroy, Charlotte & Valarie Green Endowment Fund	205.23283	20,694.18	15,009.02
Joseph J and Anna P Lovell Tr Fund	390.28607	39,353.61	32,375.29
Maggie Nott Fund	409.39958	41,280.87	35,269.84
Church Undesignated Operating Reserve Fund	668.95603	67,452.65	62,241.40
Rowe Fund	166.00594	16,738.83	14,404.46
Various Memorial Funds	121.89635	12,291.14	10,494.27
Youth Ministry Fund	49.35048	4,976.14	4,288.01
	<u>4,479.94372</u>	<u>451,724.89</u>	<u>393,066.23</u>
<b>EPIPHANY CHURCH, HONOLULU</b>			
Candle Fund	50.86485	5,128.84	1,856.56
The Chun Scholarship Fund	284.33534	28,670.31	28,596.07
Donald Mikio Matsumori Memorial Fund	1,509.18976	152,175.71	136,849.07
Epiphany Building Fund Reserve	261.34388	26,352.01	25,867.07
Epiphany Operating Reserve Fund	1,662.63844	167,648.35	166,328.21
Wilfred Richardson Mem Flower Fund	16.11498	1,624.92	839.68
Sophia Taylor Mem Altar Guild Fund	36.11986	3,642.06	1,537.28
Georgiana Crutchfield Memorial Fund	57.49124	5,797.00	4,561.32
	<u>3,878.09835</u>	<u>391,039.20</u>	<u>366,435.26</u>
<b>GOOD SAMARITAN</b>			
Church Unrestricted A/C	84.18713	8,488.82	6,316.94
Preschool Unrestricted A/C	220.19488	22,202.85	19,783.60
Church Operational A/C	241.21817	24,322.68	18,612.22
	<u>545.60018</u>	<u>55,014.35</u>	<u>44,712.76</u>
<b>GOOD SHEPHERD CHURCH, WAILUKU</b>			
Clergy Housing Trust	2,406.83662	242,687.88	209,749.76
Altar Guild Fund	102.50229	10,335.58	9,343.68
Bross Memorial Youth Fund	2,987.33791	301,221.40	279,291.19
Memorial Fund	341.32440	34,416.67	30,535.55
Seminarian Scholarship Fund	105.50228	10,638.08	9,675.39
	<u>5,943.50350</u>	<u>599,299.61</u>	<u>538,595.57</u>
<b>GRACE EPISCOPAL CHURCH</b>			
General Fund	157.33262	15,864.28	14,253.70
Memorial Fund	378.82436	38,197.89	34,256.11
Richard and Helen Hagemeyer Endowment Fund	1,377.90076	138,937.48	120,632.08
	<u>1,914.05774</u>	<u>192,999.65</u>	<u>169,141.89</u>

INVESTMENT FUNDS OF THE EPISCOPAL CHURCH IN HAWAII AS OF JUNE 30, 2021

TRUST ENDOWMENTS	Total Shares	Market Value @ 100.832718	(Cost) Balance End of Quarter
<b>CHURCH OF THE HOLY APOSTLES, HILO</b>			
Auto Replacement Fund	8.22927	829.78	659.70
Babe Chillingworth Memorial Fund	27.50669	2,773.57	2,451.81
Vestment Fund	288.62180	29,102.52	21,863.56
Thomas and May Cook Memorial Fund	1,743.72849	175,824.88	125,919.65
The Kilauea Fund	6,908.37741	696,590.47	415,941.47
Program/Clergy Fund	416.24270	41,970.88	31,919.79
Martha E Wakefield Mem Vicarage Fd	1,672.28575	168,621.12	101,221.37
Ronald C Yoder Memorial Fund	220.51138	22,234.76	17,293.63
Joseph Clark Young People's Fund	29.68927	2,993.65	2,585.05
Altar Linen Fund	95.13549	9,592.77	7,932.16
Kitagawa Memorial Fund	7.19487	725.48	588.12
Mae Marcellino Memorial	11.45893	1,155.44	948.79
	<u>11,428.98205</u>	<u>1,152,415.32</u>	<u>729,325.10</u>
<b>HOLY INNOCENTS CHURCH</b>			
Kahi Maluhia Trust Fund	509.18001	51,342.00	47,160.35
The Church of the Holy Innocents Endowment Fund	130.90420	13,199.43	11,756.24
	<u>640.08421</u>	<u>64,541.43</u>	<u>58,916.59</u>
<b>HOLY NATIVITY CHURCH, HONOLULU</b>			
Bob and Jean Steele Scholarship Fund	250.96538	25,305.52	22,902.82
Columbarium	630.71405	63,596.61	57,226.21
Nellie Hartman	6,340.70783	639,350.80	575,372.53
Capital Improvements	897.82704	90,530.34	83,005.80
Hjorth	184.06817	18,560.09	16,740.97
General Operating Endowment	9,741.16715	982,228.36	894,917.33
Memorial	348.27846	35,117.86	31,652.60
Margaret L Montgomery Trust Fund	378.62565	38,177.85	31,609.46
	<u>18,772.35373</u>	<u>1,892,867.43</u>	<u>1,713,427.72</u>
<b>HOLY NATIVITY SCHOOL, HONOLULU</b>			
General and Reserve Fund	4.97399	501.54	438.88
Reed Glover Endowment Fund	5.57611	562.25	506.38
Church Endowment Fund	5.41290	545.80	491.18
Hagemeyer Scholarship Endowment Fund	2,695.41861	271,786.38	226,135.95
Scholarship Endowment Fund	5.62450	567.13	510.97
Bellows Scholarship Endowment Fund	95.43086	9,622.55	8,695.20
Ruth Alison Bastis Endowment Fund	1,624.35160	163,787.79	157,999.13
	<u>4,436.78857</u>	<u>447,373.44</u>	<u>394,777.69</u>

## INVESTMENT FUNDS OF THE EPISCOPAL CHURCH IN HAWAII

AS OF JUNE 30, 2021

TRUST ENDOWMENTS	Total Shares	Market Value @ 100.832718	(Cost) Balance End of Quarter
<u>ST. AUGUSTINES EPISCOPAL CHURCH, KAPAAU</u>			
Howard & Elizabeth Bryant Memorial Church Yard & Cemetery Fund - St Augustine's Church	440.00715	44,367.12	32,850.45
Building Fund	1,336.47961	134,760.87	117,375.52
General Fund	1,242.49742	125,284.39	113,373.72
Richard & Helen Hagemeyer Fund	1,006.95546	101,534.06	91,669.94
St Augustine's Church Yard Fund	239.25753	24,124.99	17,113.11
The Clergy Support Fund	1,053.73650	106,251.12	93,943.75
Carson and Rosemary Rasmussen Clergy Endowment Fund	7,543.28126	760,609.55	676,254.61
	<u>12,862.21493</u>	<u>1,296,932.10</u>	<u>1,142,581.10</u>
<u>SAINT ANDREW'S CATHEDRAL</u>			
Candle Fund	101.49762	10,234.28	3,139.59
Capital Reserve Fund	1,384.55146	139,608.09	122,488.30
Cathedral Unrestricted Endowment	15,575.29050	1,570,498.87	1,367,250.26
Augustine Powers	1,066.85591	107,573.98	95,443.84
Living Endow, Clergy, Etc.	420.77820	42,428.21	37,643.96
The Deanery	273.95163	27,623.29	18,782.93
Choir	66.65631	6,721.14	5,963.25
Organist	69.32230	6,989.96	6,201.76
W Armitage Carlisle	290.04151	29,245.67	25,798.06
Guild & Aux	1,067.38028	107,626.85	36,793.41
Young Memorial	1,111.57226	112,082.85	47,192.53
Anderson Memorial	182.48419	18,400.38	8,565.58
Devonish	13.54305	1,365.58	930.32
Tenney	104.56169	10,543.24	2,946.14
Palmer	416.24858	41,971.48	26,610.03
Maintenance & Renovation	1,334.83304	134,594.84	63,868.50
Memorial Buildings	1,059.60349	106,842.70	31,312.56
Outreach	416.34447	41,981.14	27,615.86
Nellie Alice Russell	305.92192	30,846.94	25,706.45
Abbe Green	51.13558	5,156.14	2,839.99
Soper	51.13572	5,156.15	2,837.13
R. Hicks Memorial	302.74483	30,526.58	24,903.45
Orvis Music Fund	2,034.06883	205,100.69	176,033.23
	<u>27,700.52337</u>	<u>2,793,119.05</u>	<u>2,160,867.13</u>



## INVESTMENT FUNDS OF THE EPISCOPAL CHURCH IN HAWAII

AS OF JUNE 30, 2021

TRUST ENDOWMENTS	Total Shares	Market Value @ 100.832718	(Cost) Balance End of Quarter
<b>ST. ANDREW'S CATHEDRAL FOUNDATION</b>			
Anne J Benner Fund	2,013.84260	203,061.22	182,511.71
Chillingworth Fund	10,892.07687	1,098,277.72	983,590.00
Dennison Memorial Fund	344.63252	34,750.23	31,156.24
Eileen Waterman Fund	403.70136	40,706.31	36,518.52
Hallan Trust	5,064.09515	510,626.48	456,789.59
HN Conley	491.24070	49,533.13	44,520.45
John Dominis Holt Fund	1,315.32015	132,627.31	118,735.26
Joseph Lovell Fund	911.15557	91,874.29	82,250.92
Kenneth & Ruth Perkins Endowment Fund	2,083.26299	210,061.07	179,333.77
Margaret Peggy Kai Fund	1,593.24452	160,651.18	144,393.50
MN Gilbert Fund	526.13134	53,051.25	47,494.40
Norman Ault Music Fund	199.29492	20,095.45	17,990.55
Perkins Trust	3,249.36730	327,642.54	293,935.26
Virginia Koch Fund	862.62662	86,980.99	78,032.54
Von Holt Fund	248.94093	25,101.39	22,472.67
William & Mary Ault	2,006.15360	202,285.92	181,097.48
Young Family Fund	1,560.84408	157,384.15	141,106.93
	<u>33,765.93122</u>	<u>3,404,710.63</u>	<u>3,041,929.79</u>
<b>SAINT ANDREW'S SCHOOLS</b>			
Alumnae Association Scholarship Fund	507.53261	51,175.89	28,863.18
British Benevolent Society Scholarship	286.23943	28,862.30	12,705.35
Class of 1966 Endowed Fund for Hawaiian Culture	449.12382	45,286.38	39,315.22
E E Ford Foundation	314.27576	31,689.28	16,789.34
Frederick Mitchell Endowment	212.62753	21,439.81	19,223.83
Fred H. & Ruth K. Shintaku Scholarship Fund	934.42423	94,220.53	76,950.50
Bishop Harry S Kennedy Schl Fund	335.58072	33,837.52	18,720.17
Sister Evelyn Scholarship Fund	225.52568	22,740.37	9,222.94
Betty V Von Holt Scholarship Fund	148.95109	15,019.14	6,119.35
Eleanor Wilcox Carney Financial Aid Fund	254.55727	25,667.70	22,405.84
Ellen K. Brazauski Scholarship Fund	212.91562	21,468.86	18,132.50
Class of 1951 Scholarship Fund	114.86771	11,582.42	10,132.95
Yoshie Isoshima Fund	513.57775	51,785.44	44,868.49
Sarah Horswill Kauka Scholarship Fund	257.32236	25,946.51	22,190.74
Class of 1952 Faculty Advancement Fund	904.61913	91,215.21	79,874.40
Solien Science and Math Endowment Fund	782.34456	78,885.93	68,210.84
	<u>6,454.48527</u>	<u>650,823.29</u>	<u>493,725.64</u>
<b>ST. CHRISTOPHER'S CHURCH - KAILUA</b>			
Rector's Hsg. Endow Fund	1,933.10725	194,920.46	166,285.51
General Endowment	2,181.30516	219,946.93	188,734.87
Outreach Endow Fund	1,012.90003	102,133.46	62,279.59
	<u>5,127.31244</u>	<u>517,000.85</u>	<u>417,299.97</u>

INVESTMENT FUNDS OF THE EPISCOPAL CHURCH IN HAWAII		AS OF JUNE 30, 2021	
TRUST ENDOWMENTS	Total Shares	Market Value @ 100.832718	(Cost) Balance End of Quarter
<u>ST. CLEMENT'S PARISH, HONOLULU</u>			
Brodhead Fund for Social / Adult Education	586.53181	59,141.60	45,455.03
Brodhead Memorial Fund for Prayer Books & Hymnals	28.69211	2,893.10	2,010.86
Chapel of Peace Maintenance Fund	1,125.77658	113,515.11	91,885.32
Cooke Organ Fund	28.50615	2,874.35	2,637.83
General Fund	281.00663	28,334.66	22,457.72
	<u>2,050.51328</u>	<u>206,758.82</u>	<u>164,446.76</u>
<u>ST. ELIZABETH'S CHURCH, HONOLULU</u>			
Joseph Ho Foundation	3,860.32022	389,246.58	393,208.72
Hon Endowment Fund	75.95518	7,658.77	3,292.84
Val and Abbie Peroff Trust	131.18420	13,227.66	11,131.00
Scholarship Trust	535.90837	54,037.10	55,058.05
	<u>4,603.36797</u>	<u>464,170.11</u>	<u>462,690.61</u>
<u>SAINT JAMES' EPISCOPAL CHURCH</u>			
St. James Unrestricted Fund	8,285.47097	835,446.56	745,720.11
<u>ST. JOHN'S, KULA, MAUI</u>			
Shim-Mark-Littell Endowment	1,343.51322	135,470.09	121,105.93
Cemetery Perpetual Care Fund	357.55782	36,053.53	28,854.88
Facility Repair, Replacement and Improvement Fund	770.05598	77,646.84	69,464.92
Grounds and Cemetery Improvement Fund	593.58386	59,852.67	53,380.88
Holy Spirit Super Fund	974.58668	98,270.22	86,327.89
St. John's Endowment Fund	1,080.05056	108,904.43	92,158.50
	<u>5,119.34812</u>	<u>516,197.78</u>	<u>451,293.00</u>
<u>ST. JOHN'S BY-THE-SEA, KANEOHE</u>			
General Endowment Fund	575.09315	57,988.21	53,314.76
Lot Lau Endowment Fund	286.09078	28,847.31	24,655.55
	<u>861.18393</u>	<u>86,835.52</u>	<u>77,970.31</u>
<u>ST. JOHN THE BAPTIST EPISCOPAL CHURCH</u>			
Richard & Helen Hagemeyer Endowment Fund	1,112.33247	112,159.51	95,511.84
<u>ST. JUDE'S EPISCOPAL MISSION</u>			
Unrestricted Fund	1,175.99791	118,579.07	108,886.95

INVESTMENT FUNDS OF THE EPISCOPAL CHURCH IN HAWAII AS OF JUNE 30, 2021

TRUST ENDOWMENTS	Total Shares	Market Value @ 100.832718	(Cost) Balance End of Quarter
<b>ST. MARK'S EPISCOPAL CHURCH</b>			
Father Aiona Theological Education Fund	50.81730	5,124.05	4,633.42
Endowment Fund	584.97575	58,984.69	50,601.94
Elsie Okada Restricted Fund	178.96036	18,045.06	16,079.54
Princess Abigail Kawanānakoā Fund	76.44339	7,707.99	6,480.65
	<u>891.19680</u>	<u>89,861.79</u>	<u>77,795.55</u>
<b>SAINT MARY'S EPISCOPAL CHURCH</b>			
St. Mary's Building Portfolio	775.09951	78,155.39	72,578.13
<b>ST. MICHAEL'S, LIHUE, KAUAI</b>			
Eddie Wilcox	1,054.08012	106,285.76	90,315.82
The Ike Kampmann III Education Fund	460.27013	46,410.29	41,924.09
Malcolm and Imogene Miner Memorial Lecture Fund	345.85944	34,873.95	31,809.50
Eddie Ruby Scott Trust	492.00523	49,610.22	44,000.31
Nancy & Holbrook Goodale Fund	4,883.59335	492,425.99	432,502.71
Scheduled Maintenance Fund	658.08437	66,356.44	58,007.69
Legacy Endowment Fund	2,897.44543	292,157.30	248,646.35
Wilcox Rectory Endowment	1,349.15982	136,039.45	116,386.41
	<u>12,140.49789</u>	<u>1,224,159.40</u>	<u>1,063,592.88</u>
<b>ST. NICHOLAS CHURCH</b>			
Jensen-Malvin Memorial Fund	204.91576	20,662.21	15,892.95
Beverly Booth Memorial Fund	52.55336	5,299.10	4,416.40
	<u>257.46912</u>	<u>25,961.31</u>	<u>20,309.35</u>
<b>ST. PAUL'S-HONOLULU</b>			
Building Fund	5,832.59621	588,116.53	466,239.14
Bryon a Devonish Candle Fund	80.25234	8,092.06	6,177.57
Youth Group Fund	124.17143	12,520.54	12,315.55
	<u>6,037.01998</u>	<u>608,729.13</u>	<u>484,732.26</u>

## INVESTMENT FUNDS OF THE EPISCOPAL CHURCH IN HAWAII

AS OF JUNE 30, 2021

TRUST ENDOWMENTS	Total Shares	Market Value @ 100.832718	(Cost) Balance End of Quarter
<u>ST. PETER'S-HONOLULU</u>			
Capital Improvements Endowment	183.68757	18,521.72	17,188.03
Reserve Fund	5,839.60059	588,822.80	528,327.84
Columbarium Perpetual Care Fund	298.78123	30,126.92	27,958.17
Franklin Pang Endowment	339.56907	34,239.67	34,062.71
General Endowment Fund	3,955.42207	398,835.96	386,241.69
Katherine Kong Endowment Fund	281.30621	28,364.87	26,231.46
Katherine Hanely Wery Outreach & Counseling Fund	2,246.92671	226,563.73	194,941.68
Lydia Y.F. Moo	57.55953	5,803.88	5,330.20
Mission Endowment Fund	2,144.27561	216,213.14	210,369.18
Organ Fund	406.60830	40,999.42	40,849.75
Raymond Kong Endowment Fund	482.47745	48,649.51	45,139.07
Albert C. Kong Endowment Fund	578.65670	58,347.53	51,337.76
Restricted Endowment Fund	512.53313	51,680.11	50,042.73
Stained Glass Fund	410.51022	41,392.86	41,241.74
	<u>17,737.91439</u>	<u>1,788,562.12</u>	<u>1,659,262.01</u>
<u>ST. STEPHEN'S CHURCH, WAHIAWA</u>			
Frank E Ahrendt Memorial Fund	230.69191	23,261.29	16,931.59
Combined Memorial Fund	63.57240	6,410.18	4,693.91
Mary Tree Hallelid Music Fund	62.12497	6,264.23	5,608.45
The Solomon P. McCurdy Memorial Fund	167.05339	16,844.45	14,388.27
The France Memorial Fund	34.72848	3,501.77	2,598.50
Gerda Rutherford Fund	104.01050	10,487.66	8,310.86
	<u>662.18165</u>	<u>66,769.58</u>	<u>52,531.58</u>
<u>ST. TIMOTHY'S, AIEA, OAHU</u>			
Garduque Memorial Fund	52.69729	5,313.61	4,713.83
St. Timothy's Aiea Family Center	419.29991	42,279.15	37,833.01
STCC-Marion P. Tappe Scholarship Fund	30.41369	3,066.70	2,832.09
St. Timothy's Children's Center (STCC)	22.19460	2,237.94	1,974.84
St. Timothy's Fund	1,954.56785	197,084.39	174,151.28
Takafuji Memorial Fund	280.82727	28,316.58	25,120.32
	<u>2,760.00061</u>	<u>278,298.37</u>	<u>246,625.37</u>
<u>TRINITY EPISCOPAL CHURCH BY-THE-SEA, KIHAI</u>			
The Carol Law Memorial Columbarium Fund	79.82095	8,048.56	6,949.06
Trinity Investment Fund	819.41292	82,623.63	71,830.62
	<u>899.23387</u>	<u>90,672.19</u>	<u>78,779.68</u>

INVESTMENT FUNDS OF THE EPISCOPAL CHURCH IN HAWAII		AS OF JUNE 30, 2021	
TRUST ENDOWMENTS	Total Shares	Market Value @ 100.832718	(Cost) Balance End of Quarter
<u>MISCELLANEOUS</u>			
ACCW Van Replacement Fund	480.33718	48,433.70	43,294.98
Daughters of the King	37.40674	3,771.82	3,479.86
Episcopal Church in Micronesia	1,476.76720	148,906.45	130,579.54
Episcopal Church Women of Hawaii	652.71518	65,815.05	56,655.93
Iolani Guild Scholarship Fund	1,243.77370	125,413.08	113,848.25
Queen Emma Chapel Missions Fund	971.52945	97,961.96	83,841.08
Henry Digby Sloggett Memorial Fund	19,384.84304	1,954,626.41	1,614,729.37
Eliza K. Spencer Native Hawaiian Ministry Endowment Fund	212.56433	21,433.44	16,258.51
Morimasa & Myrtle Kaneshiro Restricted Fund (Jan 2023)	192.17598	19,377.63	17,076.75
St. John's Episcopal School Bldg. Replacement Fund (Guam)	174.57126	17,602.49	13,541.31
Tom and Hatsune Sekimura Fund (qtrly distributions to Good Samaritan 1/1/15-12/31/29, transfer to TECH 1/1/2030)	280.61008	28,294.68	24,452.92
Women of Vision	157.28402	15,859.38	13,669.18
West Kauai Endowment Fund	316.33803	31,897.06	26,422.69
<b>TOTAL</b>	<b>481,877.64646</b>	<b>48,589,032.66</b>	<b>39,559,403.08</b>

## Average Sunday Attendance – By County

\* Due to Pandemic shutdown, these numbers are for Jan-Mar only

CHURCH	County	2016	2017	2018	2019	2020*
Christ Church	Hawai'i	62	53	51	57	67
Holy Apostles	Hawai'i	104	95	102	103	110
St. Augustine's	Hawai'i	70	65	68	79	65
St. James'	Hawai'i	170	181	190	196	226
St. Jude's	Hawai'i	45	49	45	36	35
Hawai'i Total		451	443	456	471	503
All Saints'	Kaua'i	120	115	98	97	96
Christ Memorial	Kaua'i	46	40	55	58	48
St. Michael	Kaua'i	113	120	115	113	130
West Kaua'i	Kaua'i	42	40	43	41	38
Kaua'i Total		321	315	311	309	312
Good Shepherd	Maui	147	135	114	107	107
Grace	Maui	32	32	36	33	39
Holy Innocents	Maui	42	38	74	53	37
St. John's, Kula	Maui	101	97	92	102	98
Trinity by-the-Sea	Maui	53	45	37	48	52
Maui Total		375	347	353	343	333
Calvary	O'ahu	46	35	42	31	23
Emmanuel	O'ahu	56	62	45	46	45
Epiphany	O'ahu	86	81	69	67	77
Good Samaritan	O'ahu	21	26	21	20	20
Holy Cross	O'ahu	9	8	8	5	5
Holy Nativity	O'ahu	88	76	72	61	60
St. Andrew	O'ahu	244	248	222	216	212
St. Christopher	O'ahu	93	94	97	94	91
St. Clement	O'ahu	109	112	110	102	96
St. Elizabeth's	O'ahu	220	210	201	187	166
St. John the Baptist	O'ahu	29	29	25	28	20
St. John's By-the-Sea	O'ahu	30	35	35	38	28
St. Luke's	O'ahu	25	24	26	26	27
St. Mark's	O'ahu	108	112	116	117	124
St. Mary's	O'ahu	76	67	60	39	89
St. Matthew's	O'ahu	20	16	15	14	12
St. Nicholas	O'ahu	33	36	34	32	31
St. Paul's	O'ahu	225	224	217	210	182
St. Peter's	O'ahu	110	115	117	117	117
St. Stephen's	O'ahu	37	35	33	33	22
St. Timothy's	O'ahu	109	105	40	77	84
O'ahu Total		1774	1750	1605	1560	1531
<b>TOTAL</b>		<b>2921</b>	<b>2855</b>	<b>2725</b>	<b>2683</b>	<b>2679</b>

## Pledge Per Week, Ranking by Avg Weekly pledge/card

### Pledge Per Week, Ranking by Average Weekly Pledge

CHURCH	# Of Pledge Cards	Pledge %	Dollars Pledged	Annual Pledge	Avg Weekly pledge/card
Holy Apostles	56	68%	217,000	3,875	75
St. Michael	58	64%	211,160	3,641	70
Calvary	17	26%	59,184	3,481	67
Christ Church	31	58%	106,272	3,428	66
St. Mark's	64	64%	219,166	3,424	66
St. Peter's	74	55%	247,032	3,338	64
Holy Nativity	42	34%	134,516	3,203	62
All Saints'	61	82%	192,444	3,155	61
Emmanuel	34	46%	103,390	3,041	58
St. Nicholas	10	270%	28,000	2,800	54
St. Clement	70	68%	190,943	2,728	52
St. Timothy's	49	63%	127,470	2,601	50
St. John's, Kula	70	60%	180,381	2,577	50
St. Christopher	71	51%	179,556	2,529	49
Holy Innocents	26	49%	61,680	2,372	46
St. Mary's	21	18%	47,697	2,271	44
St. James'	170	67%	382,123	2,248	43
Epiphany	60	42%	128,560	2,143	41
Grace	15	69%	30,960	2,064	40
Trinity by-the-Sea	28	54%	57,439	2,051	39
St. Andrew	106	15%	216,692	2,044	39
St. Elizabeth's	61	23%	103,794	1,702	33
St. Augustine's	29	33%	48,778	1,682	32
St. Stephen's	22	44%	36,914	1,678	32
Good Shepherd	72	36%	119,368	1,658	32
St. Matthew's	15	30%	24,186	1,612	31
St. Luke's	32	31%	50,460	1,577	30
St. Jude's	27	77%	41,914	1,552	30
Holy Cross	8	121%	10,920	1,365	26
Christ Memorial	23	9%	31,090	1,352	26
St. John the Baptist	12	19%	15,750	1,313	25
West Kaua'i	30	44%	38,925	1,298	25
Good Samaritan	25	26%	27,326	1,093	21
St. John's By-the-Sea	29	47%	26,838	925	18
St. Paul's	71	32%	56,978	803	15
<b>TOTAL</b>	<b>1589</b>	<b>42%</b>	<b>3,754,906</b>	<b>2,363</b>	<b>45</b>

## **Attachment 10: Report of the Standing Committee**

**Contact:** Sylvia H. DeGooyer, President; (808) 740-8315

**Members:** The Rev. Mahi Beimes; the Rev. Elizabeth ‘Libby’ Berman; Dr. John Decker; Ms. Sylvia H. DeGooyer; Ms. Frances Kramer; the Rev. Daniel Leatherman, Secretary; Mr. Charles Spence; the Rev. Raymond Woo

### **Review of Activities**

- Archives and Diocesan Support Center (DSC) Task Group: Two members, the Rev. Elizabeth “Libby” Berman and Ms. Sylvia DeGooyer, participated.
- Restructuring of the DSC Task Group: Two members, Dr. John Decker and Mr. Charles Spence, participated.
- Consent for Candidacy: Mr. Frank Condello II as a candidate for Ordination to the Priesthood
- Consent of Elections: The Rev. Canon Ruth Woodliff-Stanley (Bishop Diocesan of South Carolina); the Rev. Canon Paula Clark (Bishop Diocesan of Chicago); the Rev. Paul-Gordon Chandler (Bishop Diocesan of Wyoming); the Rev. Dr. Ketlen A. Solak (Bishop Diocesan of Pittsburgh); the Rev. Elizabeth Lockwood Hawley Monnot (Bishop Diocesan of Iowa)

**Review of Expenditures:** The Standing Committee made no expenditures.

**Review of Purpose:** The Standing Committee’s role is to be mindful of the needs of the Diocese and to pray for members of the Diocese. The canonical duties include: consent to ordinations and consecrations; concur to property sales; conduct a mutual ministry review with the Bishop and the Diocese; review annually the compensation to be paid to the Bishops and all clergy and lay employees of the Episcopal Church in Hawai‘i with a recommendation to Diocesan Council; serve as the Bishop’s council of advice.



## **Attachment 11: Report of the Commission on Ministry (COM)**

**CONTACT:** Carrie-Anne Kokubun; cakokubun@gmail.com

### **COMMISSION MEMBERS**

The Rev. Jasmine Bostock - June 2021 (St. John the Baptist, Mā‘ili)  
The Rev. Charles Browning - 2024 (St. Mary, Honolulu)  
The Rev. M. Keleawe Hee – 2022 (St. Andrew, Honolulu)  
Ms. Carrie-Anne Kokubun –2021 (Epiphany, Honolulu) Chair  
Ms. Shari Lyn - 2024 (Grace Episcopal, Moloka‘i)

### People in the Ordination Process:

- Admitted as Nominee
  - Erin Severin
- Postulants
  - Frank Condello
  - Suzanne Kobayashi
  - Mary-Margaret Smith
  - Catherine McPherson-Tamos
- Recommended for Ordination to the Transitional Diaconate
  - None
- Recommended for Ordination to the Priesthood
  - None

### Continuing Education Grants:

The guidelines for Continuing Education Grants are published on the Diocesan website (search for “Continuing Education”). All clergy and lay professionals are required to complete 24 hours of continuing education a year. Grants are available up to \$1,500 per year. The Commission approved 3 grants in 2021, with 1 being returned, and denied 1 grant.

### Other business and activities:

- Due to COVID restrictions, our meetings continued via Zoom.

## **Attachment 12: Report of the Commission on Finance and Administration (COFA)**

**CONTACT:** James D. Putnam, Co-Chairperson, [jamesputnam85@gmail.com](mailto:jamesputnam85@gmail.com)

**COMMISSION MEMBERS:** Mr. James Putnam, the Rev. Bruce DeGooyer, Co-Chairperson, Ms. Cindy Sakai, Ms. Jan Hashizume, Mr. Joseph Kindrich, the Rev. John Hau‘oli Tomoso. Diocesan Staff: Ms. Rae Costa, Mr. Peter Pereira, Mr. Danny Casey.

**BACKGROUND:** COFA has responsibility for review and approval/recommend approval to Diocesan Council for contract, lease, license and real estate actions. For most of this year COFA meetings were held virtually via Zoom.

### **POLICIES AND PROCEDURES:**

At the direction of the Bishop, COFA reviewed the “Agreed Upon Procedure” policy related to the audit/review of parishes and missions. The goal was to streamline the process, reduce unnecessary reviews, reduce cost to parishes and The Episcopal Church in Hawai‘i (TECH). The Diocesan Support Center staff prepared a compilation of 14 diocese similar to Hawai‘i in size and revenue. This compilation included each diocese’s policies and procedures. COFA identified a number of “best practices” to apply to us. A recommended policy, intended to lessen administrative burdens on parishes and missions, was recommended and approved by Diocesan Council in May 2021.

At the direction of Diocesan Council, COFA will begin a review of the Diocesan Medi-gap Policy for retirees in order to align it with Church Pension Fund changes which will take effect January 1, 2022.

### **ACTIONS:**

1. COFA reviewed and approved submitted contracts, leases, and licenses that were within its approval authority. Other actions required Diocesan Council approval were reviewed and forwarded with COFA’s recommendations.
2. COFA reviewed the Diocesan budget on a regular basis with the Treasurer or member of his staff. Additionally, the Diocesan financial reports were reviewed and discussed at regular meetings.

## Attachment 13: Report of the Commission on Investments

**CONTACT:** Sheryl Seaman. [Sheryls@g70.design](mailto:Sheryls@g70.design)

**COMMISSION MEMBERS:** Ms. Jaime Yamane, Ms. Kathy Sato, Mr. Trip Lynch, the Rev. Preston Lenz, Ms. Sheryl Seaman. Staff support: Mr. Peter Pereira, Treasurer. Advisor: Mr. Peter Backus, Graystone Consulting

**REPORT:** The Commission on Investments met with our financial advisor and our 6 fund managers on the third Thursday of every other month via Zoom due to the ongoing pandemic.

**Investment Portfolio:** As of July 31, 2021, the portfolio's value was \$48,871,493. For the calendar year-to-date, trailing one, three, five years and since inception (6/30/92) returns were 6.97%, 18.73%, 10.03%, 8.58% and 7.54%. The stock bond asset allocation was 60.2%/39.8%.

The pandemic continues to create uncertainty within the market and relatively low interest rates continue to make equities more attractive.

## Attachment 14: Report of the Compensation Review Committee (CRC)

**CONTACT:** David Kawika Jackson, Chair 808-822-4267

**COMMISSION MEMBERS:** The Rev. David Kawika Jackson, Chair (All Saints’); Mr. William Caldwell (All Saints’); the Rev. Kerith Harding (Diocese); Mr. K. Peter Lee (Good Shepherd); the Rev. Ernesto JaR Pasalo, Jr. (St. Matthew’s); Mr. Doug Tonokawa (Emmanuel)

The Diocese of Hawai‘i establishes minimum guidelines that are practical, fair, and just to assist churches in determining fair compensation for clergy that will allow a reasonable, moderate standard of living and that will attract, retain, and support them in their role and growth as faithful ministers of the Gospel, and in the pastoral care of the church.

Nearly every year, the cost of basic goods and services goes up. If clergy compensation is not adjusted accordingly, we end up reducing clergy salary simply by keeping it the same. Last year, we found ourselves in unprecedented circumstances due to the devastating impact of the global pandemic on the lives of so many individuals, families, and congregations. Given this, the CRC did not recommend an increase to the minimum in any of our compensation categories.

This year, the CRC recommends raising the minimum compensation for clergy by 3.2%. Realizing the impact of an inflation rate of 5.4% this year on both congregations and clergy, we feel 3.2% is a compromise figure and falls within the lower middle of the range of 2.6%-5.4% for minimum clergy compensations this year throughout the country. In addition, it addresses the lack of any increase last year, while also recognizing that the national cost of living rose 1.7% in 2019 and 1.6% in 2020 for a combined 3.3%.

The CRC reminds congregations that these categories are in fact only outlining minimum compensation, and encourages congregations to take their clergy’s gifts, talents, and progress toward goals, into consideration when determining salary increases. We encourage congregations to use the Mutual Ministry Review, as outlined in the Compensation and Benefits Policy, as a useful tool in this regard.

The tables in the rest of the report illustrate the recommended raise of 3.2%.

The CRC met via Zoom and incurred no expenses.

## Attachment 15: Report from the Historiographer

CONTACT: Stuart W. H. Ching, email: [archives@episcopalhawaii.org](mailto:archives@episcopalhawaii.org). Cell phone: 808.282.8308.

### REVIEW OF ACTIVITIES

*Facility Planning:* At the request of Bishop Fitzpatrick, the historiographer joined the Standing Committee's Archives and Diocesan Support Center Task Group. Other participants included the Rev. Elizabeth Berman, Ms. Rae Costa, and Ms. Sylvia DeGooyer. Task group members reviewed existing space allocations and considered future needs for both the Diocesan Support Center and Diocesan Archives. All options were considered. The final report included: a matrix of nine possible scenarios evaluated against a number of filters; estimated costs; archives specifications; and a narrative document. In April, the task group submitted the final report to Bishop Fitzpatrick. He forwarded it on to the Diocesan Council and Standing Committee for consideration and possible action.

*Preservation:* Three collections have been rehoused in acid-free folders and archival storage boxes, and inventories compiled. These include deposited sacramental registers from various parishes and missions throughout the diocese; the papers of John McCreary, former St. Andrew's Cathedral organist and choirmaster; and the organizational records of the 'Iolani Guild.

*Access:* Diocesan Support Center staff, Rae Costa and Sonny Liu, scanned back issues of the Hawaiian Church Chronicle and Journals of Convention. These issues are now available online on the diocesan website. Researchers can now do a keyword search from their home computers. Manual page by page search, for relevant topics in each issue, will no longer be required.

### REVIEW OF EXPENDITURES

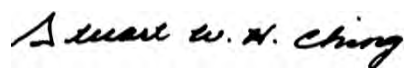
The archives spent \$1,272.18 for the purchase and shipping of archival boxes and supplies.

### REVIEW OF GOALS ACHIEVED

*Facility Planning* - Participation in facility planning brought discussions forward about transforming the diocesan archives into a valuable community resource for church members and the general public. *Processing collections* - The rehousing and inventorying of three archival collections helped decrease the backlog of unprocessed materials, and ensured long-term preservation of materials. *Public access* - The conversion of documents into digital format and making them available online achieved an alternative means for accessing archival resources.

This is convenient for neighbor island and mainland residents, and especially beneficial during these challenging times of social distancing caused by the pandemic.

Respectfully Submitted,



Stuart W. H. Ching  
Historiographer

## Attachment 16: Report from the Canon to the Bishop

Contact: The Rev. Cn. Alexander (Sandy) Graham; 808.536.7776 x309  
[acgraham@episcopalhawaii.org](mailto:acgraham@episcopalhawaii.org)

It is tempting, in some ways, to view 2020 (and this first part of 2021) as a time of stasis – or of hibernation. It certainly has been a time of waiting – and, I pray (as the season of Advent would have it), a time of “hope-filled expectation,” but we should not lose sight of the fact that it has also been a great time of growth and of holy imagination.

Despite a fog of uncertainty (a light rain of angst? a monsoon of insecurity?) we continue to not only keep the faith but proclaim the Good News, share meals in numbers before unimagined, use technology to connect not only with homebound (or semi-homebound) here in the islands, but with people all over the planet, and support each other in our ministry.

The staff of the Diocesan Support Center has come together to offer many avenues for training – both ongoing meetings and one-time events. I would particularly highlight the free ‘Ōlelo Hawai‘i lessons for clergy (free lessons for clergy & lay coming soon!), as well as the first-ever gathering of Rectors and Heads of Schools of all of our congregation-based schools, and the first-ever gathering of leaders of Thrift Shops from across the Diocese. Waiolaihui‘ia Center for Ministry is also expanding its mission to include training for Licensed Lay Ministries, including Lay Preacher and Worship Leader. As the bishop reflected recently, “we’ve never before offered this much training in the Diocese!” The response has been very positive, and we have been inspired by the spirit of Love and Commitment we have witnessed in our congregations and other institutions.

Aside from the items listed below, there were also numerous congregational Mutual Ministry Reviews, vestry workshops, consultations, support systems for the newly-ordained and lay and clergy leadership support endeavors throughout the year.

### Transitions:

- Epiphany, Kaimuki – Frank Condello was appointed Curate.
- Good Samaritan, Kaimuki – the Rev. M. Keleawe Hee was appointed Vicar.
- Holy Apostles, Hilo – the Rev. Katlin McCallister was elected Rector (previously Priest-in-Charge).
- Holy Innocents, Lahaina – the Rev. Bruce DeGooyer was appointed Vicar.
- Holy Nativity, Aina Haina – the Rev. Jenn Latham was appointed Curate.
- Seabury Hall – the Rev. Christopher Golding has been named chaplain to the school.
- The Cathedral of St. Andrew – the Rev. Cn. Heather Patton-Graham was named Provost of the Cathedral and Vice-President of Chapter, the Rev. Haaheo Guanson has become an Assisting Priest with particular focus on Pastoral Care, and the Rev. Andrew Arakawa has also joined the team as an Assisting Priest.
- St. Augustine, Kapa‘au – the Rev. Jennifer Masada has been appointed Vicar.
- St. Timothy, ‘Aiea – the Rev. Daniel Leatherman was appointed Vicar (previously Priest-in-Charge).
- Waiolaihui‘ia Center for Ministry – The Rev. Haaheo Guanson has been named Dean.

#### Diocesan Formation Events:

- Clergy gatherings have continued with Bible studies, COVID discussions, and guest presenters. Meetings eventually shifted to two times each month (online, continuing).
- Invite Welcome Connect refresh/pandemic and virtual focus with founder Mary Parmer (November 2020, online).
- “Coffee Hour” – Diocesan Support Center staff gatherings with Church Administrators and Wardens, twice each month (began November 2020, online).
- Gathering of Heads of Schools and Rectors from across the Diocese (100% attendance!) facilitated by Ann Mellow from the National Association of Episcopal Schools.
- ‘Ōlelo Hawai‘i lessons for clergy (weekly beginning February 2021, online).
- “Spring Training” Event – this event has steadily evolved from “Chrism Mass Education Day” – with education for clergy only – through a time of slowly adding other tracks (Wardens, Treasurers, Youth Leaders, etc.), to a series of “track-less” offerings for both lay and clergy participants (March 2021, moved to online).
- Palestine Update from Canon Ateek and others from Sabeel (June 2021, online).
- HR 101, or “Does your Church Have an Extra \$20,000?” offered by Diocesan Support Center staff on two different occasions (July and September 2021, online).
- Gathering of Congregational Thrift Shop leadership from across the Diocese – participants from 6 thrift shops from 5 islands came together to share triumphs and challenges, learn from each other, and talk about the spiritual, outreach, and business sides of these vital ministries (August 2021, online).
- Clergy “Retreat” with presenter from the Second Breath Center (August 2021, moved to online).

#### Diocesan Formation Support:

- Funding support for Education for Ministry/EfM is ongoing.
- Funding support for Godly Play is ongoing.
- *Revive*, a small-group transformational program, has been purchased and is available for all Churches and other institutions across the diocese to use free of charge, and is easily converted for online use.

#### Conferences attended:

- National Association of Episcopal Schools Biennial (November 2020, online).
- National Diocesan Transition Ministers gathering (January 2021, online).
- Ministry After COVID: What have we learned? What comes next? – conference offered by Virginia Theological Seminary (March 2021, online).
- Province VIII Diocesan Transition Ministers Conference (March 2021, online).
- National Diocesan Transition Ministers “re-gathering” (March 2021, online).
- Iona Collaborative (the umbrella group/ and larger curriculum basis for Waiolaihui‘ia) Annual Meeting (June 2021, online).
- “Pursuing Racial Equity and Social Justice through Ethical Leadership Practices” with author Walter Fluker (July 2021, online).
- Province VIII Transition Ministers gathering (September 2021).
- Weekly (then biweekly) Bishop’s & Canons gatherings (began April 2020).
- Province VIII Transition Ministers gathering (September 2020, moved to online).

## Attachment 17: Report from the Dean of Waiolaihui'ia

Contact: The Rev. Haaheo Guanson, Dean      808-330-3771      [guanson@me.com](mailto:guanson@me.com)

Instructor Year One & Two: The Rev. Kawika Jackson

Instructor Year Three: The Rev. Alison Donohue

Resource: The Rev. Canon Sandy Graham

### Activities

\*One student Frank Condello (Priesthood) completed Year Three and graduated from WCM

\*Three students: Mary Margaret Smith (Diaconate), Catherine MacPherson (Priesthood), Suzanne Kobayashi (Priesthood) completed Year One of WCM and begins Year Two

\*Academic Focus in Year One: Scripture, Year Two Church History, and Year Three Theology and Ethics

\*A variety of priests and deacons from the Diocese of Hawai'i serve as mentors for Friday evening formation and community building and serve as mentors for the practicum classes.

\*The Rev. Alison Donohue completed teaching at the end of academic year 2020-2021. She left Hawai'i and has accepted the call to be the chaplain at Yale Divinity School.

\*Internship: students beginning their two year internships: Mary Margaret Smith at St. Michael and All Angels, Catherine MacPherson-Tamos at St. James', and Suzanne Kobayashi at All Saints'

\*Insight Space: Introduction to Formation. This class meets once a month on zoom taught by Bishop Bob Fitzpatrick and the Rev Kaitlin McCallister to explore the meaning of ministry for lay or ordained for individuals to discern. Ten students are participating in this class which will meet from September 2021 to March 2022.

\*COVID-19 created the move from in person instruction to zoom meetings for instruction. This technology has allowed ease in travel by letting us stay in place but lacks the informal in person interactions. When the pandemic eases, the plan is to include in person sessions

### Expenditures

Instruction and mentor fees & books for instruction



## **Attachment 18: Report from Executive Assistant**

**CONTACT:** Ms. Denise Esposito; (808) 536-7776 ext. 302; [desposito@episcopalhawaii.org](mailto:desposito@episcopalhawaii.org)

This position exists to provide the necessary support and assistance to the Bishop to enable him to perform his job efficiently and effectively. The Executive Assistant also performs functions related to required Diocesan recordkeeping, especially records related to clergy.

### **Support to the Bishop:**

- Manage the Bishop's calendar by handling scheduling and keeping it up to date, and making sure the Bishop is aware of upcoming commitments.
- Receive requests for meetings with the Bishop and refer to staff or schedule meetings with Bishop as appropriate.
- Field and distribute phone calls and mail for the Bishop.
- Track, maintain, and report the Bishop's expenses.
- Set up and Coordinate Bi-Annual congregational visitations for the Bishop.
- Schedule and make travel arrangements for Bishop's neighbor island trips including Seabury Board meetings and congregational visitations.
- Handle Bishop's Scholarships by publicizing availability, collecting and reviewing applications for eligibility and completeness, scheduling review committee meetings, and processing scholarship awards.
- Prepare letters for signature related to the Bishop's oversight of the Diocese and official acts.
- Prepare meeting document binders for the boards on which the Bishop serves
- Order and handle the signing and distribution of annual Advent & Easter cards.

### **Governance Coordination:**

- Collect and forward Diocesan and Continuing Education Grant requests.
- Collect, forward, and file agenda and any supporting documents for monthly Diocesan Council meetings.
- Provide administrative support to the Commission on Ministry, Standing Committee and Diocesan Council.
- Update special tabs on the Diocesan website for the Commission on Ministry, Standing Committee and Diocesan Council.

### **Diocesan Recordkeeping:**

- Maintain clergy, church, and miscellaneous files.
- Track and respond to clergy annual reports.
- Ensure the Diocesan Prayer Calendar and Bishop's Calendar on the website are up to date.
- Maintain and update Church and Clergy directories and keep track of and send roster changes to Diocesan Support Center staff.
- Serve as Diocesan Safe Church Administrator by confirming completion of training and adding users to online system.
- Serve as Ordination Officer and complete required annual reports to national office

### **Formation/Ordination:**

- Create and maintain records for those in formation.

- Monitor and guide individuals in the formation process.
- Provide administrative support to the local formation program.
- In charge of monitoring the Eucharistic Minister, Eucharistic Visitor, Worship Leader and Catechist status of Diocesan church members

#### **Annual Convention Responsibilities**

- Create and run slide deck for the Annual Convention.
- Update Bishop's Statistics and Official Clergy List for Annual Convention Workbook.
- Responsible for collecting and submitting Annual Meeting Annual Reports from groups, commissions, task groups, subsidiaries, and staff of the DSC for the Convention workbook
- Provide support to Bishop during the Annual Convention.

#### **Other Responsibilities & Projects:**

- In charge of running the Visiting Clergy Program including initiating background checks and making sure all required documents are provided.
- Help congregations run background checks on new employees.
- Create events and invites in Constant Contact for Governance Meetings.
- Provide support by setting up meetings with church clergy and lay leadership and the Diocesan Council Listening Team.

## Attachment 19: Report from Business Manager

Contact: Ms. Rae Costa (Business Manager), Diocesan Support Center; 808-536-7776, ext. 326.

### Report:

- Continued with job tasks such as
  - Coordination of IT projects and purchases
  - Purchasing of office supplies
  - Staff calendaring
  - Guardian of office key logs
  - Review of churches and organizations websites
  - Human Resources issues (new hires, health insurance enrollment, etc)
- Coordinated reorganization of the Diocesan Support Center (DSC) office space (everyone except Bishop and Denise moved desks/space)
- Planning of various events throughout the year
- Review, research, and implementation of cost savings for and in the office
- Staff liaison for Commission on Finance and Administration, Prison Ministry, Communications Design Team II, Archives and DSC office space task group, DSC personnel transition task group, and the Square facilities meetings
- Various tasks associated with property (contracts, licenses, insurance, etc)
- Conducted Red Cross First Aid/CPR/AED certification classes
- Coordination of the 53<sup>rd</sup> Annual Meeting including
  - Research of various online platforms for the meeting and for voting
  - Attending numerous how-to webinars in preparation
  - Creating training guides and presentations
- Updating and communicating policies and procedures
- Participated in Coffee Hour sessions for Wardens and Church Administrators every other week, CHATS every month, HR101, Thrift Shop Leaders Unite!, and other discussions and trainings of church leaders
- Coordinated uploading of previous print versions of the Hawaiian Church Chronicle to the Diocesan website (Mahalo to Sonny and Stuart who were instrumental in this project)
- Worked with Norma (volunteer) to digitize and e-file historical documents such as trusts, funds and property deeds

### Goals:

- To complete digitizing of historical documents (trusts, funds, property deeds)
- To document and standardize business procedures
- To pre-emptively answer questions from congregations by including answers to frequently asked questions
- To streamline, document and track projects
- To constantly improve communications regarding Education Day and Annual Meeting

## Attachment 20: Report from Youth Missioner

Contact: The Rev. Ernesto Pasalo Jr; 808-463-1169.

Greetings all! Thank you to all of those who have supported youth and college ministry within the diocese throughout the years. As we continue to navigate the COVID-19 pandemic, our congregations face challenges in youth ministry due to many factors, such as the number of youth within our churches or the difficulty in finding a curriculum that suits individual congregational needs, and, ultimately, the uncertainty that this pandemic has caused. It must be said that we are all facing a sense of isolation, not just our youth. Because of this I, and many others, have been working to develop a regional network to support our local churches. I am researching ways to provide youth ministry resources and exploring what could work in our context. Finally, the Diocesan Youth Design Team is looking for ways to once again safely host a diocesan retreat.

Regional youth ministry has been a major conversation for quite a while. The first region that is in development is Hawai'i Island. We are trying to establish a model that can be shared throughout all of the regions. The first step is establishing a contact within each congregation. Then finding a leader willing to serve as chairperson for the contacts as a committee. The committee executes the activities that have been planned for each region. The plan is to establish a regional ministry for Hawai'i Island, Maui, Kaua'i, Central O'ahu, East O'ahu, West O'ahu, and Windward O'ahu.

*Confessions of a Part-time Youth Minister: Building a youth group, working together, and helping youth find their voice in church* was my offering during Spring Training. This module focused on how a congregation can set up a basic youth group. I am happy to continue that discussion with anyone who is interested.

The Diocesan Youth Design Team and I had hopes that we could put on a diocesan retreat, but once again we had to cancel due to the pandemic. We look forward to providing a diocesan event or retreat in 2022. Please continue to pray for the youth of our diocese and those called to serve them.

## Attachment 21: Other Diocesan Reports

### Committee on Native Hawaiian Ministries (CONHM)

Contact: Rev Jazzy Bostock, Chair, revjazzybostock@gmail.com

Committee Members: The Rev. Jazzy Bostock, chair, the Rev. Dcn. Lani Bowman, the Ven. Steve Costa, the Rev. Keleawe Hee, the Rev. Daniel Leatherman, the Rev. Paul Nahoia Lucas, Ms. M'Liss Moore, Mr. Roth Puahala, the Rev. Hau'oli Tomoso.

Over the last year, the committee has met once monthly over zoom, to pray morning prayer in 'Ōlelo Hawai'i, and discuss issues important to our Native Hawaiian community. Our agenda varies, but we always begin with prayer –to remind our tongues what our language feels and sounds like and practice the curvature of the vowels and to ground ourselves in relationship with our ancestors of faith, and in our own nurturing Beloved Community. From this practice, our desire grew to pursue a full and current translation of the Book of Common Prayer into Hawaiian.

From that desire, we applied for a Becoming Beloved Community Grant, and were granted \$4,000. We took action, through Diocesan Council, to consolidate the funds we had in various small accounts, totaling \$13,000. Diocesan Council also voted to fund our work in the amount of \$20,000. So, our budget for working on this translation project is \$37,000.

At this point, we have identified a group of translators who have agreed to work on this project. We are working with them to develop a reasonable timeline for the translation to be complete, and we will continue to look for funding opportunities as we get closer to publication.

An emerging issue that we are planning to take up, one that has been ongoing in the Diocese, is that of having Her Majesty, Queen Lili'uokalani Kamaka'eha added to the official Commemoration of Saints (Lesser Feasts & Fasts) in the Episcopal Church.

In this and all of our work, we stand on the shoulders of our ancestors.

## Prison Ministry

**CONTACT:** The Rev. Kaleo Patterson, Chaplain; (808) 330-3769; [kaleop@me.com](mailto:kaleop@me.com)

*Every person is made in the image of God. No life is beyond the reach of God.*

<https://www.prisonfellowship.org>

With roots in St. Stephen's, Wahiawā, and St. John the Baptist, Wai'anae, going back to 2015: The Prison Chaplaincy and Ministries Project of the Diocese of Hawai'i now exists to serve all those affected by crime and incarceration. Today our project involves a multitude of community and church partnerships, with hundreds of volunteers, and wonderful contributors and support.

We seek to develop and implement ministries and programs to see lives and communities restored in and out of prison – one transformed life at a time. We believe in promoting active community and church involvement in prisons and out of prisons, providing a much-needed continuity of care.

We recognize the systemic injustices of mass incarceration, the urgent need for prison and criminal justice reform, specific to Hawai'i.

[https://www.oha.org/wp-content/uploads/2014/11/factsheets\\_final\\_web\\_0.pdf](https://www.oha.org/wp-content/uploads/2014/11/factsheets_final_web_0.pdf)

With historical roots to the founding of the Diocese by Kamehameha IV and Queen Emma, we are compelled to address the racism identified in The Disparate Treatment of Native Hawaiians in the Criminal Justice System. The report examines the impact of the criminal justice system on Native Hawaiians. Findings from the report show that the criminal justice system incarcerates Native Hawaiians at a disproportionate rate.

<https://justicepolicy.org/research/the-disparate-treatment-of-native-hawaiians-in-the-crim>

Specific Diocesan Chaplain, Prison ministry, and activities over this last year have included, supplying to prisons (Women's, Halawa, OCCC, Laumaka, Module 20, Saguaro, Arizona) Makahiki program materials, NT Hawaiian Bibles, DVD's and Videos, chapel office equipment, reentry clothing, Easter & Christmas candy packages; and storage of prison program equipment and materials, including Makahiki program ceremonial and cultural materials, and support equipment, reentry bac pacs and clothing, NT Hawaiian Bibles, other literature and printed programs, other climate sensitive materials these involving the support and contributions of local parishes and individuals. The distribution of Bac Pacs and Reentry services have included a new partnership with Waikiki Health in assisting in the distribution of cell phones, Holo Bus Cards, and bac pacs, and Ke Ola Mamo Hawaiian Health Care Systems. Mahalo to the local support, alms, Bac Pacs, Baibala, volunteerism, prayers, from Episcopal Churches including: St. Stephen's, the Cathedral of St. Andrew, St. Peter's, St. Luke's, Holy Nativity, Epiphany, and many members and friends. Mahalo to the Pacific Justice and Reconciliation Center for mobilizing and coordinating the larger interfaith and community organizations network of resources and support. Mahalo to all the many, but especially in this report. Mahalo to the support of the Diocesan Convention!

## Communications Design Team II

Contact: Rae Costa, Business Manager, 808-536-7776, ext. 326

Team Members: The Rev. Mark Haworth, Mr. Lindy Marzo, Ms. Sybil Nishioka

Our team's mission is to help with the how, where, when, and why of communications. In this second year of the COVID-19 pandemic, our communications team focused on CHATS (Communication, Help, Ask, Thank, Share), a monthly collaboration of communications coordinators of our churches and the Design Team.

### Report:

- Met as needed to discuss CHATS topics through Zoom Meetings
- Made ourselves available to churches and ministries to address their communication needs
- With the continuation of COVID-19, we discussed how to assist churches with online communications and providing resources through the website
- Made updates to COVID-19 resources as needed

### Accomplishments:

Our committee held monthly online gatherings for anyone interested/involved in communications (that's actually all of us!) to collaborate on a variety of issues: mass emailing, social media, free and easy video and audio editing.

### Goals:

- To see if there is interest in other training, either on-site or webinars
- To be an aid to congregations by coming up with ideas/tools/etc that will help them get the word out
- To constantly improve Diocesan communications

## **‘Ohana Design Team II**

**Team members:** Dora Kraul, Shari Lynn, Ricky Melchor, Carolyn Morinishi (convener)

**Meeting notes:** Due to COVID-19, we communicated via email but did not meet physically in 2020. Our team represents four islands -- Maui, Hawai‘i Island, Moloka‘i and Kaua‘i. This report covers activity from October 2020 to August 2021.

### ***‘Ohana Design Team – Report on 2021 Action Items***

#### **Action Items for late-2020 to early-2021:**

- **Communication Zoom workshop by Ricky Melchor.** At the time of the 2020 Annual meeting, Ricky and Carolyn were organizing a series of “Communications Zoom Workshops” which took place in late-2020 to early 2021. The workshops were on zoom, but we offered an in-person option in case people didn’t have internet access. The workshops were very successful and well-attended. Here is an attendance report:
  1. **October 2020 (Session 1):** 20 people attended
  2. **November 2020 (Session 2):** 20 people attended
  3. **January 2021 (Session 3):** 8 people attendedRicky wanted to also hold a series of workshops on Hawai‘i Island, but with the COVID-19 pandemic, it was determined that it was not advisable to fly at this time.
- **Joint Vestry Retreat at Kōke‘e Lodge on Kaua‘i:** In February 2020, Carolyn requested rates and availability at Kōke‘e Lodge with the target date of August or September 2020 for a joint vestry retreat for the four Kaua‘i churches. Kōke‘e Lodge was willing to give us a 50% discount because we are a church group. Unfortunately, these plans were shelved in 2020 and 2021 due to COVID-19.

#### **Continuing an ‘Ohana Design Team Project**

In 2018, ‘Ohana Design Team (Kaua‘i) started a monthly Habitat for Humanity workday, usually the 3<sup>rd</sup> Saturday of each month. This project continued **every month** for over a year and a half, bringing together members of **all four** Kaua‘i Episcopal churches in service, fellowship and fun, and participation in the Key Presentation Ceremony.

Unfortunately, in March 2020, Habitat for Humanity (Kaua‘i) shut down all volunteer groups due to COVID-19. In summer 2021, we got word that Habitat for Humanity will once again allow group volunteers, so our “Episcopal One ‘Ohana” Team is excited to start working on houses again in October 2021. This is a successful, continuing result of the ‘Ohana Design Team idea.



## Creation Care Task Group

MEMBERS: The Rev. Lani Bowman, the Rev. Jennifer Latham (co-leader), the Rev. Brianna Lloyd (co-leader), Mr. Lot Lau, the Rev. Christopher Golding

The Creation Care and Environmental Justice Task Force identified several key focal points: education and information sharing, advocacy, and worship. Meeting at least every month, the group has shared information through the diocesan newsletter about what is happening at the national church level relating to creation care and environmental justice. It has also promoted liturgical resources for those churches wanting to celebrate the Season of Creation from September 1 - October 4. The group had planned to join and promote a beach clean-up at Sand Island with Sustainable Coastlines for the end of September. Unfortunately, the event was cancelled because of rising COVID-19 cases.

The current focus is to start to gather a diocesan-wide and ELCA conference-wide picture of what creation care and environmental justice work is being done in each parish community and what resources or assets parishes and communities have at their disposal. The ultimate goal of this information gathering will be to match resources with needs.

The task force met with Senator Gilbert Keith-Agaran to seek his guidance about how to go about advocating for policies and legislation related to creation care and environmental justice. In the future the group plans to share information about upcoming legislation and opportunities for advocacy.

Finally, the group has drafted a resolution for this Convention that requests each congregation identify a Green Team or an Environmental Coordinator who can communicate with the task force about what efforts are being made at a congregation level. It also advocates for each church to perform an energy audit to try to reduce our churches' carbon footprint, and for assistance from the diocese for this purpose. The resolution requests that the diocese explore divesting from fossil fuels and re-investing in alternative energy sources, and it requests that the Diocese acknowledge that climate change disproportionately affects those that have been least responsible for these changes, with the future goal to partner with appropriate groups to advocate for and support environmental justice.

## Reconciliation Task Force

Contact: The Rev. Andrew Arakawa, co-chair, [arakawa@iolani.org](mailto:arakawa@iolani.org)  
The Rev. Jazzy Bostock, co-chair, [revjazzybostock@gmail.com](mailto:revjazzybostock@gmail.com)

Committee Members: The Rev. Andrew Arakawa, co-chair, the Rev. Jazzy Bostock, co-chair, Ms. Mary Carpenter, Ms. Jeanne Cooper, Ms. Bea Fitzpatrick, Ms. Kala Holden, the Rev. Dcn. Bob Steele, the Rev. Irene Tanabe (resigned, August).

Over the last year, this Task Force has worked hard to engage our Diocese in conversations around Racial Justice. Our first effort was a workshop held during Diocesan Spring training. Centered around the song, “Mr. San Cho Lee”, we held an open discussion about how racism manifests here in Hawaii. Following the discussion, we held a follow up, and invited anyone who felt called to the work to join our Task Force. We picked up three new members.

Diocesan Council voted to fund our work in the amount of \$20,000, and with this budget we began to think about other speakers we might be able to bring into the Diocese. The opportunity arose for us to plan the content for Education Day. After many discussions, we decided on our line up and secured two speakers – Professor Jon Okumura, and Dr. Akiemi Glenn. In addition, we invited Dr. Jon Osorio and his daughter, Ms. Jamaica Osorio, to provide music and some talk story during our lunch break.

As of this report, the Task Force is in the process of putting forward a proposal to seek funding to offer a Margaret “Peggy” Kai Lecture. Moving into 2022, the Task Force is aiming to cast a vision for itself, as well as continuing to understand how it can best serve as a resource for the Diocese.

## Worship Task Group

Contact: The Rev. Cn. Alexander (Sandy) Graham; 808.536.7776 x309  
[acgraham@episcopalhawaii.org](mailto:acgraham@episcopalhawaii.org)

Although the Worship Task Group was originally appointed by the Bishop in response to Resolution A068 “Plan for the Revision of the Book of Common Prayer” of the 79<sup>th</sup> General Convention, no draft experimental liturgies from congregations or institutions of the Diocese were received.

Shortly after the pandemic arose, the Bishop asked the Worship Task Group to shift its attention to developing a safe strategy for congregational worship. Combining scientific reports and governmental mandates with an understanding of liturgical flow and space, the committee published the *Customary in the Time of Pandemic* as Hawai‘i first emerged from lockdown.

The Worship Task Group has met to consider updates to the *Customary* as well as advise the Bishop as new data and state and county policies continued to change. The most recent change to the *Customary* was in February 2021, and smaller surge-specific changes from the Bishop have happened throughout the year.

The most recent update of the *Customary* may be found here:

[https://www.episcopalhawaii.org/uploads/2/5/4/8/25486559/customary\\_in\\_the\\_time\\_of\\_pandemic\\_updated\\_2021-02-05.pdf](https://www.episcopalhawaii.org/uploads/2/5/4/8/25486559/customary_in_the_time_of_pandemic_updated_2021-02-05.pdf)

The Worship Task Group has not incurred any expenses in 2021 as of this report.

## Mission Congregation – Calvary Episcopal Church, Kaneohe, HI

**CONTACT:** The Rev. Dustin D. Berg, Priest-in-Charge; [dberg@calvarykaneohe.org](mailto:dberg@calvarykaneohe.org)

Calvary Episcopal Church is most grateful for the continued support received from the Episcopal Church in Hawai'i toward its operational expenses. Though we are small in numbers, we remain an important witness in Kaneohe and beyond.

Despite pandemic restrictions, Calvary has continued to worship, now hybrid via Zoom and in-person, including using a large TV on wheels. Around half of our parishioners attending come in-person, and the other half join us online. We have also stayed in touch with members through regular emails, postcards, texts, calls, and other mailings. There have been occasional visitors, both local and mainland. We were able to resume Communion in January 2021, and have hosted guest violinists at Christmas and Easter. These musicians recall Calvary's tradition of holding May and December concerts with professional musicians, now restricted due to the pandemic. Funds from the diocese assist us in maintaining the use of technology for our congregation.

At Thanksgiving, Calvary identified several needy families whose children attend preschool at the church. We then were able to provide 12 Thanksgiving dinners and bags of grocery items to these families and their teachers. Nearly all of our regular parishioners assisted or contributed to this effort. We were further able throughout the year to assist a few of our regular parishioners with everyday needs such as auto and grocery expenses. While these efforts may not come directly from the use of diocesan funds, it is by receiving those diocesan funds that we are then able to direct funds toward these outreach efforts.

Calvary's bishop's committee in 2021 renewed a 5-year lease agreement with Kama'aina Kids to operate their preschool in our building. This provides significant stability in terms of income to help carry out our ministry. We also began renting space to another small church community, who holds their worship service later in the morning on Sundays.

2021 also saw the beginning of a new community partnership. We welcomed in March the Samaritan Counseling Center of Hawaii to our building. Four of their licensed counselors now occupy a previously unused Sunday school room in order to meet in-person with their clients in the afternoons and evenings, as conditions permit. We had a blessing liturgy for this organization at the end of April, attended by their executive director and board chair.

We also blessed two restaurants in 2021, as they opened or re-opened, respectively: the Le'ahi Bar and Grill; and Round Table Pizza.

All the while, Calvary has attempted to continue being good stewards of our financial resources. We believe we provide vital mission in Kaneohe and beyond, however small. Thank you for your continued trust in our congregation and leaders, and for allowing us to continue providing all of those who encounter us with welcome, and with worship, grace and Aloha. We are blessed to be part of the work of the Diocese of Hawai'i and offer our heartfelt and continued thanks.

## Mission Congregation – Grace Episcopal Church, Ho‘olehua, HI

Contacts: Mrs. Jule Kamakana (Bishop’s Warden), Grace; 808-553-5725, [juleann616@gmail.com](mailto:juleann616@gmail.com)  
Fr. John S. Lunn (Vicar), Grace; 808-567-6420, [revlunn@gmail.com](mailto:revlunn@gmail.com)  
Fr. James P. Loughren (Parish Associate, Thrift Shop Manager), Grace, 808-658-9997, [frjimloughren@gmail.com](mailto:frjimloughren@gmail.com)

Bishop’s Committee Members: Jule Kamakana, Senior Warden; Robert Mokuau, Junior Warden; Cheryl Corbel, Secretary; Michael Grinnell, Treasurer (Voting Member); Richard Davis, Glenn Kondo; Shari Lynn

### Report:

- Review of activities and those who participated or served.
  - Online, Public Access TV, and Regular Inperson Sunday Mass with Eucharist (congregation, visitors and larger public)
  - Special Christmas Eve Service (congregation and visitors)
  - Online and Special Holy Week Services – Healing service and Stations of the Cross during Lent (congregation and visitors)
  - Thrift Shop open to community 2 days a week with many local families served with low-cost clothing and household items
  - Food Bank with 56 families regularly supplied with monthly assistance and special foods available for Thanksgiving, Christmas and Easter
  - Compassionate Housing unit – one emergency stay – family issues
- Review of expenditures.
  - The Diocesan funding allows Grace to be able to support a ¾ time Priest.
  - This allows Tithes and Offerings to also be used for day to day ministry, operation and special Thank Offerings for community projects
    - Alms fund available for emergencies – administered by Priest
    - Monthly support of a community not for profit each month (Local Drug Treatment Program, Cancer Society, Special Olympics, Women’s Shelter, Homestead Farmers Alliance, etc.)
    - Christmas offering of 2 farms for a developing country families
- Review of goals achieved by activities.
  - God’s people served regularly, by resident priests – allowing for regular eucharist and proclamation of the Gospel along with pastoral care and various involvements in the community
  - Healing Services and Stations of the Cross (during Lent)
  - Children and families assisted with affordable clothing, household items, furniture along with nutritional support
- Challenges.
  - Adequate volunteer support for the Thrift Shop (Fr. Jim is currently the Manager)
  - Finding Volunteers for various activities – we have aging membership
  - Slowly declining membership – due to death and relocation

## West O‘ahu (Halau Wa‘a)

**HĀLAU WA‘A Episcopal (HWE) – Honouliuli Ahupua‘a**  
Kapolei, ‘Ewa Beach, Makakilo, Ko ‘Olina  
Opened Epiphany, January 11, 2020

**Contact:** The Rev. Mark Kekaileonui Haworth

Hālau Wa‘a Episcopal Communities (HWE), steeped in Episcopal traditions, is a hui of small group ministries empowering individual spiritual journeys by bringing God’s Word and love into the lives of ALL of God’s children. Grounded in the Native Hawaiian Christian spiritual concepts of mana, mālama, and pono into the overall life and work of the church, each wa'a is focused on creating disciples of Jesus, and to meet and respond to human need through loving service, to transform unjust structures of society, and to sustain and renew the life of the earth. ***HWE’s mission is to realize the Diocesan’s vision to plant a self-sustaining Episcopal community in the Honouliuli Ahupua‘a. AMEN!***

**HWE ADVISORY COMMITTEE:** Matt Forster, Tom Gatti, Jill Haworth, the Rev. Mark Haworth, Harrison Ishida, Helena Ishida, Joe Krueger, Liz Krueger, Wendy May, Kathey Mehle, and Cathy Overstreet.

**HWE CORE TEAM (As of 9/15/2021):** Kamuela Abe, Jill Haworth, Mark Haworth, Tanner Haworth, Tucker Haworth, Tonya Lowery St. John, Aileen Maertins, Peter Maertins, Arwyn St. John, Tiana Ramos, and Nic Groves.

### **ACTIVITIES AND ACCOMPLISHMENTS**

**Small Group Worship Services: In 2020-21, 1,228 persons** came together and worshipped as a community for **87 HWE services:** In-Person: Kapolei Diocesan Land; Kapolei Regional Park, Geiger Park, Nimitz Beach, Camp Mokule‘ia, Kapilina Marina, and ‘Ewa Beach Community Church; and Backyard Eucharist in ‘Ewa Beach, Drive-In: Kapolei Diocesan Land; and On-line.

### **Wa‘a - Affinity Group Ministries (Current/Active Ministries are underlined)**

1. Bread Making: 6 participants
2. Youth Confirmation: 10 participants
3. Leadership/Revive I: 8 participants
4. Walking Prayer: 7 participants
5. BLM March: 2 participants
6. Mele: 7 participants
7. Golf: 2 participants
8. West Side Youth Group: 16 participants
9. Prayer Shawl Knitting: 11 participants
10. Joy of Cooking/Baking: 5 participants
11. Surfing/He‘enalu: 21 participants
12. Leadership/Revive II: 5 participants

13. DOK Bible Study – Journey Through Acts: 8 participants

**HĀLAU WA‘A EPISCOPAL COMMUNITIES – WHO WE ARE (and growing!!!!)**

1/11/2020 7 Ministry Participants & Worshipers from Honouliuli ahupua‘a

1/11/2021 27 Ministry Participants & Worshipers from Honouliuli ahupua‘a

9/15/2021 59 Ministry Participants & Worshipers from Honouliuli ahupua‘a

**BAPTISMS, CONFIRMATIONS, FUNERALS, WEDDINGS (as of 9/15/2021):**

	2020	2021
Baptisms	2	1
Youth Confirmations	9	0
Funerals	1	1
DOK Installation	4	0
Weddings	0	2

**USE OF FUNDS:** Funding has been used for church plant discernment; missionary salary and benefits; bi-monthly coaching sessions; planning and implementation of wa‘a and worship; costs for adult and youth confirmation; costs for youth group meetings; and costs for marketing; in-community coffee talks, radio branding ads; newsletter blasts, mowing property, registration/safety checks for van and trailer, costs to replace tires and wiring.

## **Attachment 22: Reports from Subsidiary Organizations**

The Diocese has three subsidiary organizations:

Camp Mokulē‘ia (Episcopal Camp and Conference Center at Mokulē‘ia)  
St. Andrew’s Schools  
A Cup of Cold Water (ACCW), a Community Care Van

### **Camp Mokulē‘ia (Episcopal Camp and Conference Center at Mokulē‘ia)**

After being closed most of 2020, we reopened in January and have been operating within guidelines set by the City and County of Honolulu, State of Hawai‘i, CDC, and the American Camp Association.

During the spring we were able to safely host a few small groups. However, the vast majority of our spring time guests came to camp to participate in one of our Family Stay-Cay Weekends. In the Spring we held five stay-cay weekends. Three of these were open to the general public and two were “private” events specifically for St. Clement and St. Christopher Episcopal churches.

Much of our spring was spent preparing for summer. Due to COVID, preparations were much more extensive. We built 12 new picnic tables so we could eat all of our meals outside, we built new benches for our outdoor worship area, we installed dividers in our cabins between beds, we adjusted our activities and schedules to allow for limited contact and more social distancing, and put in place a system for all campers to receive free COVID test before arriving at camp.

The size of our staff had decreased significantly while being closed so we had to rebuild staff in order to prepare for summer camp. In March we hired 4 new staff (Program Director, Food Service Director, and 2 Site Staff) for a six month period of time to help get us thru the summer. We did not commit to a longer period of time since we did not know what to expect in the fall.

This summer we provided three weeks of residential camps and two day camps (one at St. Andrew and one at Holy Apostle). This summer we were also excited to be able to provide our first two Family Camp experiences.

We were very excited to see our Summer Camp program continue to grow! This summer we had a total of 221 campers, which was up from 117 in 2019 (88% growth). Despite this growth, our Episcopal participation decreased significantly. Only 26 of our campers were Episcopalians (representing only 7 of our Episcopal Churches).

We extend a very special thanks to the Rev. Heather Hill, the Rev. Cn. Heather Patton-Graham, the Rev. David Jackson, the Rev. Jar Pasalo, the Rev. Andrew Arakawa, the Rev. Diane Martinson, and the Rev. Charles Browning for serving as our volunteer Chaplains this summer!

It was a challenging summer but we made it thru the summer with zero COVID cases and I think most campers left having had positive experiences at camp.





In addition, thanks to the efforts of Canon Heather Patton-Graham, St. Andrew's Schools was awarded a \$2,700 Diocese of Hawai'i Technology Grant to upgrade and outfit the Von Holt Room for use as the religion classroom for our students and provide additional technology resources in Davies Hall and the Cathedral. This will expand the possibilities for use of the many Cathedral gathering spaces to the benefit of the school, the Cathedral of St. Andrew, Diocese, and community.

### **Campus Improvements**

We are pleased to share that we have been able to make some needed campus improvements, which include: (1) the addition of a low Coral Wall along Queen Emma Street to protect Queen Emma Square from car and non-school/church foot and bicycle traffic, (2) the completion of the Jubinsky Field Playground (view live blessing [here](#) & mahalo video [here](#)), (3) the renovation of our orchestra and choir rooms, (4) a refreshed and renewed health office and weight room, and (5) an upgrade to our commercial grade kitchen (just in time to welcome Chef Jeremy Shigekani of FoodStart to serve healthy nutritious lunches on our campus from locally grown produce).

\* \* \* \* \*

### **A Cup of Cold Water (ACCW), a Community Care Van**

Board of Directors: Deb Lynch, President; Linda Decker, Recording Secretary; Jean Fiddes, Treasurer; John Decker, Advisor; Chuck Spence, Digital Information and Newsletter Editor; Amy Crowe, Chaplain Advisor; Kit Hart, Phone Manager; George Brown, Director.

Supply Team: Marilynn Hirashima, Manager; Susie Davis, Assistant Manager; Debbie Takahashi, Buyer; Gloria Roman, Buyer; Jeanne Abe, Helper; Judy Thomson, Helper; Kit Hart, Helper; Toni Paul, Deposits and In-take Spreadsheet.

Run Leaders: John Hirashima, George Brown, Al Andrews, Keku Akana, Deb Lynch.

Riders: Clay Logue, Amy Shim, Ruth Eisen, Mika Eisen, Maka Pua'a, Kit Hart, Chuck Spence, Peggy Medeiros, Joan Barnes, Ruth Langstraat, Carol Allen, Joseph Cascio, Brad Porter, Cindy Akana, Moki Hino, Hau'oli Tomoso, Trip Lynch.

Also important: Lea Voss, Bookkeeper; Mary Lou Mellinger, Advisor.

A Cup of Cold Water is an all-volunteer Outreach Ministry of the Episcopal Churches of Maui and Friends delivering basic needs: water, food, hygiene, first aid, clothing, towels, blankets, and compassion to the unsheltered on Maui via a Van that goes to their locations. Volunteers come from the four Episcopal churches as well as Roman Catholic, Buddhist, Fundamental, and non-faith walks.

2021 has presented many challenges with occasional Van Runs suspended for the safety of all, but as of September 2021 ACCW has served over 2000 desperate souls struggling to survive on the streets. Since ACCW is 100% volunteer, all funds go 100% to purchasing the needed items and ordinary Van maintenance. ACCW accepts no government money.

During times of suspended Runs, volunteers make food/hygiene packages to be handed out via other ministries who also serve the unsheltered such as food pantries, weekly meals, and shelters, as well as helping anyone in need who stops by the Supply Room located at Good Shepherd Church. ACCW volunteers are dedicated and tireless in their desire to show God's love through caring action.

I am honored to be part of their Team,  
Deb Lynch

An Outreach Ministry of the Episcopal Churches of Maui and Friends (808) 419-1637  
[acupofcoldwatermaui@gmail.com](mailto:acupofcoldwatermaui@gmail.com) EIN# 46-3174599

## Attachment 23: Registered Clergy Delegate List

As of October 12, 2021

### Canonically Resident Clergy

The Rev. Cn. Randolph Albano  
The Rev. Andrew Arakawa  
The Rev. Carol Arney  
The Rev. Dustin Berg  
The Rev. Libby Berman  
The Rev. David Blanchett  
The Rev. Jazzy Bostock  
The Rev. Chris Bridges  
The Rev. Cn. Dwight Brown  
The Rev. Charles Browning  
The Rev. Cn. Frank Chun  
The Rev. John Connell  
The Ven. Steve Costa  
The Rev. Amy Crowe  
The Rev. Cn. Kate Cullinane  
The Rev. Linda Decker  
The Rev. Bruce DeGooyer  
The Rev. Alison Dingley  
The Rt. Rev. Bob Fitzpatrick  
The Rev. David Glaser  
The Rev. Cn. Sandy Graham  
The Rev. Cn. Brian Grieves  
The Rev. Haaheo Guanson  
The Rev. Mark Haworth  
The Rev. Keleawe Hee  
The Rev. Heather Hill  
The Rev. Moki Hino  
The Rev. Kawika Jackson  
The Rev. Gregory Johnson  
The Rev. Marnie Keator  
The Rev. Giovan King  
The Rev. Jenn Latham  
The Rev. Daniel Leatherman  
The Rev. Preston Lentz  
The Rev. Paul Lille  
The Rev. Linda Lundgren

The Rev. Katlin McCallister  
The Rev. Andrew McMullen  
The Rev. Imelda Padasdao  
The Rev. Ernesto Pasalo  
The Rev. Kaleo Patterson  
The Rev. Cn. Heather Patton-  
Graham  
The Rev. Richard Shields  
The Rev. Dick Tardiff  
The Rev. Hau'oli Tomoso  
The Rev. Raymond Woo  
The Rev. Dcn. Peter Wu  
The Rev. Bernard Yung

### Licensed Clergy

The Rev. John Lunn  
The Rev. Diane Martinson

## Attachment 24: Registered Lay Delegate List

As of October 12, 2021

### All Saints

---

Caldwell, Bill  
Caldwell, CeCe  
Crocker, David  
Crocker, Linda  
Hashizume, Jan

### Calvary

---

Parker, Cheryl

### Christ Church

---

Bockus, Jane  
Costa, Dennis  
Greenwell, Allison

### Christ Memorial

---

Schilling, Bill  
Somers, Phyllis

### Emmanuel

---

Emerson, Mike  
Hoffman, Jessie  
Nachtigall, Paul

### Epiphany

---

Kusumoto, Ryan  
Sueoka, Mary

### Good Samaritan

---

Hee, Faye  
Ichida, Faith  
Nishihira, Deb

### Good Shepherd

---

Decker, John  
Lee, K. Peter  
Paul, Marie  
Riebling, Shelley  
Shuster, Brian  
Van Denburgh, Maureen

### Grace

---

Davis, Deborah  
Davis, Richard  
Kamakana, Jule

### Holy Apostles

---

Howell, Doug  
Kraul, Dora  
Long, BJ  
Sheldon-Witter, Vernon  
Tamos, Evette

### Holy Innocents

---

Marsh, Jacob  
Ragsdale, Judy  
Tarsitano, Donna

### Holy Nativity

---

Kittle, Alison  
Le Roux, Louisa  
Otani, Kathy

### St. Andrew

---

Brown, Matthew  
Chang, Cheryl  
Conklin, Elizabeth  
Kahoano, Leilani Kupahu-Marino  
Martinez, Joy  
Nakanelua Richards, Debbie  
Puahala, Roth

### St. Augustine's

---

Denman, Peter  
La Gassa, Laura  
Lambrecht, Kim  
McDougall, Brendan

### St. Christopher

---

Compton, Jean  
Lentz, Mary Ann  
Shumaker, Carly  
Stamey, Larry

### St. Clement

---

Carpenter, Mary  
Hill, Chaz  
Overstreet, Cathy  
Palmore, Susan

### St. Elizabeth's

---

Ing, Doug

---

Lowenberg, Catherine  
Shea, Delphine  
Webster, John  
Weia, Iustina

---

**St. James'**

Cooper, Jeanne  
Holt, Melanie  
Massey, Martha  
Smith, Ruth  
Snodgrass-Holmes, Kim

---

**St. John the Baptist**

Bernholz, U'i  
Natividad, Mary-Elizabeth  
Saturno, Ku'uipo

---

**St. John's (Kula)**

Fiddes, Jean  
Guard, Laurie  
Makua, Janet  
Schumacher, Cindy  
Schumacher, Paul

---

**St. John's BTS**

Phillips, Eileen

---

**St. Jude's**

Burt, Cordelia  
Pucci, Karen  
Stigall, Steve

---

**St. Luke's**

Abreu, Jade  
Kramer, Frances  
Lee, Robert

---

**St. Mark's**

Leialoha, Sandra  
Reavis, Michel  
Schamber, John  
Wilson, Jesse

---

**St. Mary's**

Horimoto, Isaiah

---

Lee, Laurie  
Pang, Carlton

---

**St. Matthew's**

Besenbruch, Valerie  
Gouveia, Russell

---

**St. Michael**

Macklin, Sue  
Skelton, Bill

---

**St. Paul's**

Acopan, Marcelo  
Casino, Felonila  
Castillo, Remy  
De Jesus, Fay  
Duldulao, Maribel  
Marquez, Eugene Tunac  
Miller, Phyllis

---

**St. Peter's**

Eppink, Joseph  
Kimura, Takahiko  
Lee, Velma  
Rowe, Nancy  
Yuen, Timothy

---

**St. Stephen's**

McCurdy, Molly  
Shawhan, Sandra

---

**St. Timothy's**

Eschbach, Kurt  
Kawamata, Lauralee  
Neff, Kia'i  
Thomas, Adele

---

**Trinity BTS**

Krieger, Amy  
Krieger, Scott  
La Du, Mary

---

**West Kaua'i**

Barker, Lynn  
Lagazo, Julie  
Sagucio, Dailyn

---

**Attachment 25: Necrology List**

**March 1, 2020 – August 31, 2021 (\* COVID-19 related death)  
Special extended time period due to pandemic**

All Saints' Episcopal Church



Richard Tadashi Haruki



Brad Manabu Imano



Herbert Noboru Kurisu



Tomiko Yaka Sokei

Calvary Episcopal Mission



William Lum



Juanita Yuen Len Chun

Christ Church Episcopal

Sarah “Betty” Wolfers Hodgins  
Hildi Vieira  
Rita Cowell  
Reg Rodman  
Mary Luczon  
Howard Ackerman  
Anna Belinda “Bambi” Greenwell Revita  
Eddie Ahuna  
Natsuko Aoki

Christ Memorial Episcopal Church

No report submitted

Emmanuel Episcopal Church



Judith McDermid Ratcliff

Epiphany Episcopal Church

Shirley Lee



Edith Kaheiheimalie Hoapili Hanohano



Joyce Kaanapu



Ellen Fong Tom



Joyce Fukunaga



Sun Chang



Portia Okamoto



Dexter Sau Hoong Yee



Richard S. W. Young



Rose Fong Go



John B. Linscott



Harriet Loo Chang



Jennie Tsukamoto



Good Samaritan Episcopal Church

Lillian Nakamoto  
Edwin Matsui



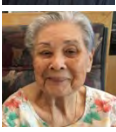
John Hamano



Lillian Oshiro



Nancy Napu'unoa



Mildred Ogai



Elva Mori

Good Shepherd, The Parish of



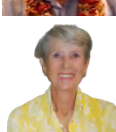
Moreno Butay



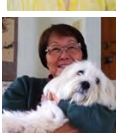
Gloria Cajigal



Librado A. Casio



Erika Eberly



Shirley Hanayo Kodani



Winona A. Tomoso

Grace Episcopal Church

Shirley Alapa



William S. (Bill) Harris



Richard F. (Dick) Novak Sr.

Holy Apostles, Church of the



Carole Anne Ishimaru



Cino Torricer



Anne Reiners

Holy Cross, The Church of the

No report submitted

Holy Innocents, The Church of the



William Agapay Pascua

Holy Nativity, The Church of the

Jeanne Nelson  
Thalia Anastasopoulos Tuohy  
Lloyd Fook Char

St. Andrew, The Cathedral of

Frank Lange  
Clifford Miller  
Geoff Seymour  
Michael Starnes  
Joy Medeiros, Jr.  
Leta Herman  
Ann Kai



Margaret Leonetti



Iremamber Sykap



Paul Reeser

St. Augustine's Episcopal Church  
(Kohala Episcopal Mission)

Michael Eaton  
Dorothy "Dotti" Jackson

St. Christopher, The Parish Church of



Felix Chipieng Tan



Gabrielle Batzer



Petty Floyd

St. Clement, The Parish of



Barbra Pleadwell



Jean Overstreet



Pamela Anderson



Robert Anderson, Jr.



Jean Ann Milnor



Robert Van Dusen



Jennifer Braman-Lyons

St. Elizabeth's Episcopal Church

Elsie Etsu Okubo  
Lily Yuriko Okimoto  
LaVerne Harriet Pregill  
Helen N Onoye  
Harry Isao Aoyagi  
Florence Fuchigami  
Theodore Clark Wong  
Dorothy Wong Ng  
Wilfred Ching



Isi Langi\*



Sue Jean Chun



Margarita Suyat



David Lloyd Catron



Redemption Ramos

St. James' Episcopal Church

Narcissa Yagin  
Elsie Dela Cruz  
Lorraine Kaono  
Harry Edmonson  
Adi Kohler  
Joseph Dunbar  
William Heaney\*  
Leta Shattuck  
Stephen Kaipo Young  
Harry Lui  
James Growney  
Michael Eaton  
Michael Bates  
Larry Olsen



Doris Johnson-Purdy



Evarts Fox



Gerry Goodenough



Kikuko Kibe



Miguel Gaspar



Linda Carol Shanahan

St. John the Baptist Episcopal Church

Alice Keawe \*  
George Keawe \*



Margaret Gaspar



Nita Keawe



Laurette Odani

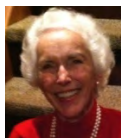
St. John's, The Parish of (Kula)



Tom Earl Leuteneker



Ruth Gillespie Hegele



Ann Fowler Crowe



Benton Alexander Turner

St. John's By-the-Sea



Eloise Naone

St. Jude's Episcopal Mission



Marjorie Berry

St. Luke's Episcopal Church



Matthew Pyun



Maria Yamada



Jeannie Choo

St. Mark's Episcopal Church



Frances Miyoshi Ono



Theodore Richardson

St. Mary's Episcopal Church

Betty Fumiko Hirozawa  
Geraldine Young Kwai Tom  
Gregory Zane Holmes

St. Matthew's Episcopal Church

No report submitted

St. Michael and All Angels Church



William Stanphill



Ida Healani Kaliko'okalani Hayselden  
Furumoto

St. Nicholas Episcopal Church



Briana Anderson



St. Paul's Episcopal Church

Avelina B. Arcio  
Nela V. Agbayani



Elias I. Yoro\*



Caridad B. Crisologo



Caridad M. Tunac



Clemente S. Yanos



Alejandro C. Tangonan



Joseph B. Gamponia\*



Reymundo A. Martin



Manuel K. Calderon, Jr.



Sabina L. Baligad



Wilfred C. Valdez



Dominga M. Calipjo

St. Paul's Episcopal Church (cont.)



Segundino C. Tangonan



Apolinaria A. Madariaga



Venus A. Agpaoa



Benjamin O. Pagarigan



Modesta "Amod" Agustin



Juanita G. Quibuyen

St. Peter's, The Parish of



Audrey Kong Effler



Stanley Akee Chong, Sr.



David J.K. Lee



Lisa Sachi Pang



Adrienne Chang Yee



Jane Sachiko Pang \*



Nora Soong Fong



Stanley Kau

St. Stephen's Episcopal Church

No report submitted

St. Timothy's Episcopal Church



Gwendolyn Forsythe

Trinity Episcopal Church By-the-Sea

Carl Benson



Bob Dunning



Jim Lanigan



Orv Strandoo



Tatiana Tanya Trailov

West Kaua'i, Episcopal Church on



Adoracion Soliva

Clergy of the Diocese of Hawai'i

The Rev. Dcn. Edith Sewell

## Attachment 26: Courtesy Resolutions

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i send its greetings and aloha to our Primate and Presiding Bishop, the Most Reverend Michael B. Curry, and Mrs. Sharon Clement Curry, with deep gratitude and thankfulness for their ministry to The Episcopal Church and this Diocese;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i send its greetings and aloha to the Right Reverend Donald P. Hart, Third Bishop of Hawai‘i, and Mrs. Elizabeth Hart;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i send its greetings and aloha to Mrs. Patti Browning, widow of the Right Reverend Edmond L. Browning, Second Bishop of Hawai‘i and Twenty-fourth Presiding Bishop of the Episcopal Church;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i send its greetings and aloha to Mrs. Delia Chang, widow of the Right Reverend Richard S.O. Chang, Fourth Bishop of Hawai‘i;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i send its greetings and aloha to the Bishop of the Pacifica Synod of the Evangelical Lutheran Church in America, the Reverend Dr. Andrew Taylor, with deep gratitude and thankfulness for our full Communion partnership and the ministry shared with the Episcopal Church here in Hawai‘i;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i send its greetings and aloha to the Sisters of the Community of the Transfiguration, giving thanks to Almighty God for their many years of devoted service at St. Andrew’s Priory School for Girls, and asking for the continued prayers of the Sisters for this Diocese;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i send its greetings and aloha to the Archbishop of Canterbury, the Most Reverend Justin Portal Welby, and Mrs. Caroline Eaton Welby, with deep gratitude and thankfulness for their ministry to the Anglican Communion;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i send its greetings and aloha to the Obispo Maximo of the Iglesia Filipina Independiente, the Most Reverend Rhee Timbang, and to the Right Reverend Raul Tobias, Bishop of the Western USA and Canada, in thanksgiving for the historic connection between this Diocese and the Iglesia Filipina Independiente;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i express its profound gratitude and deep appreciation to the Reverend Annalise Pasalo as Secretary of Convention; Ms. Mary Carpenter as Chair of Dispatch of Business; all those

assisting with credentials and registration; all those involved with elections, both tellers and counters; and all the volunteers who have made this virtual Annual Meeting possible;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i express its profound gratitude and deep appreciation to the staff of the Cathedral of St. Andrew for their assistance with the Annual Meeting;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i express its deepest thanks to Ms. Sharon Billingsley and Ms. Norma Chun who have faithfully volunteered in the Diocesan Support Center;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i express its profound gratitude and deep appreciation to the Chancellor, Mr. Wayne Yoshigai; to the Vice Chancellor, Mr. Kevin Herring; to the Chancellor Emeritus, Mr. Jack Lockwood; and to the Chancellor Emerita, Ms. Martha Im, for their faithful service to and care of this Diocese;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i express its profound gratitude and deep appreciation to the Historiographer of the Diocese, Mr. Stuart Ching;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i express its profound gratitude and deep appreciation to the Reverend Bruce DeGooyer as the head Chaplain to retired clergy, and Mrs. Delia Chang, the Reverend Canon Frank Chun and Mrs. Norma Chun, the Reverend Heather Mueller, and the Reverend Carol Arney for serving on the Chaplain team for our retired clergy;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i express its deep appreciation to the members of the Diocesan Support Center: Mr. Danny Casey, Ms. Rae Costa, Ms. Denise Esposito, the Reverend Canon Alexander Graham, and Mr. Sonny Liu for their openness and availability to all of us in this Diocese, reflecting their God-given ministry to Christ’s Church, and especially at this unusual time of an online Annual Meeting, for their devoted and long hours of faithful service which they have given in preparation for this Annual Meeting of the Convention and throughout the year;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i express its deep appreciation to Ms. Sybil Nishioka, for her faithful service as the Communications Contractor for the Diocese;

RESOLVED, that this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai‘i express its warm aloha and deep appreciation to the Treasurer of this Convention and of the Diocese, Mr. Peter Pereira, on his retirement, and gives thanks to God for his many years of diligent and faithful service to this Diocese;

AND RESOLVED, that the Secretary of this Convention communicate in writing these resolutions to those so commended on behalf of this the 53<sup>rd</sup> Annual Meeting of the Convention of the Episcopal Diocese of Hawai'i

## Attachment 27: Teller's Report

### First Ballot

Ballot A-1: Diocesan Council—Clergy At-Large 2 seats open for a Three-Year Term. 157 ballots received. 4 blank ballots. 153 votes cast. 0 illegal ballots. 79 votes necessary for election. Christopher Bridges received 115 votes. Kawika Jackson received 124 votes. Andrew Walmisley received 33 votes. Christopher Bridges and Kawika Jackson were elected.

Ballot B-1: Diocesan Council—Lay At-Large for a Three-Year Term. 162 ballots received. 3 blank ballots. 159 votes cast. 0 illegal ballots. 80 votes necessary for election. Kim Arakawa received 157 votes. Kim Arakawa was elected.

Ballot C-1: Diocesan Council—Lay Kaua'i County for a Three-Year Term. 162 ballots received. 3 blank ballots. 159 votes cast. 0 illegal ballots. 80 votes necessary for election. Bill Caldwell received 155 votes. Bill Caldwell elected.

Ballot D-1: Standing Committee—Clergy for a Four-Year Term. 162 ballots received. 3 blank ballots. 159 votes cast. 0 illegal ballots. 80 votes necessary for election. John A Hau'oli Tamoso received 154 votes. John A Hau'oli Tamoso was elected.

Ballot E-1: Standing Committee – Lay At-Large for a Four-Year term. 162 ballots received. 3 blank ballots. 159 votes cast. 0 illegal ballots. 80 votes necessary for election. William Bonnett received 153 votes. William Bonnett elected.

Ballot F-1: Cathedral Chapter—Clergy At-Large for a Two-Year Term. 162 ballots received. 3 blank ballots. 159 votes cast. 0 illegal ballots. 80 votes necessary for election. Keleawe Hee received 158 votes. Keleawe Hee elected.

Ballot G-1: Cathedral Chapter—Lay At-Large for a Two-Year Term. 162 ballots received. 3 blank ballots. 159 votes cast. 0 illegal ballot. 80 votes necessary for election. Lindbergh Marzo received 67 votes. Phyllis Miller received 87 votes. Phyllis Miller elected.

Ballot H-1: Secretary for a One-Year Term. 162 ballots received. 3 blank ballots. 159 votes cast. 0 illegal ballots. 80 votes necessary for election. Annalise Pasalo received 161 votes. Annalise Pasalo elected.

### Ballot Ia-1. Confirmation by the Convention

161 ballots received. 4 blank ballot. 157 votes cast. 0 illegal ballot. 79 votes necessary for appointment.

- Wayne Yoshigai, Chancellor: 153 votes.
- Kevin Herring, Vice Chancellor: 160 votes.
- Stuart Ching, Historiographer: 161 votes.
- Rae Costa, Registrar: 161 votes.



Ballot Ib-1. Confirmation by the Convention

157 ballots received. 8 blank ballot. 149 votes cast. 0 illegal ballot. 75 votes necessary for appointment.

- Katlin McCallister, Commission on Ministry – Clergy (4 years): 154 votes.
- Lisa DeLong, Commission on Ministry – Lay (4 years): 155 votes.
- Paul Nahoia Lucas, Commission on Ministry – Clergy (2 years): 156 votes.
- Lindbergh Marzo, Commission on Ministry – Lay (2 years): 153 votes.
- Martha “Marty” Serwatowski, Commission on Ministry – Lay (1 year): 156 votes.
- David Gierlach, Disciplinary Board – Clergy (3 years): 153 votes.
- Catherine Lowenberg, Disciplinary Board – Lay (3 years): 155 votes.

All Appointments confirmed.

## **Resolutions**

**Consideration of Resolution #1:** *2022 Minimum Clergy Compensation and Benefits Policy of the Episcopal Diocese of Hawai‘i*

**Resolution #1 was adopted.**

**Consideration of Resolution #2:** *Revisions to the Canons of the Protestant Episcopal Church in the Diocese of Hawai‘i.*

**The resolution was adopted as amended.**

**Consideration of Resolution #3:** *Making Climate Change and Global Warming More Central to the Parishes of Hawai‘i*

**Substitute Resolution #3 was adopted.**

**Consideration of Resolution #2:** *Calling for Collaborative Creation Care*

**The resolution was discharged.**

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