

MINUTES of the 116th Annual Council of the Diocese of Atlanta, November 11th and 12, 2022.

The 116th Annual Council of the Diocese of Atlanta met at Holy Innocents Episcopal Church and School, 805 Mount Vernon Hwy NW, Atlanta, GA 30327. The Rt. Rev. Robert C. Wright, Bishop Diocesan, was in the chair. Holy Innocents Episcopal Church and school was the host.

FIRST DAY: NOVEMBER 11, 2022

Registration began at 8:00 a.m.

Opening prayer, welcome, call to order, quorum call, and organization for business

At 9:00 a.m., The Right Rev. Robert C. Wright ("Bishop Wright") opened the conference with prayer, invited Fr Bill Murray and Mr. Paul Barton, Head of School, to offer a welcome. Further, Bishops The Right Rev. Diana Akiyama and The Right Rev. Victor Atta-Baffoe offered greetings in person and by video respectively. Bishop Wright then called on The Rev. Richard Winston Arthur, who announced that a constitutional quorum was present based on registrations and requested that all delegates who had not already done so to register. He also announced that eleven parishes had not registered. Further, he announced that all other parishes were deemed to be in compliance with Diocesan Canon 20 and entitled to vote. The Council was organized for business.

Seating of Lay Delegate from The Church of the Common Ground, Atlanta

The Rev. Kim Jackson, Interim Rector of the Church of the Common Ground, moved the seating of the Lay Delegate from Church of the Common Ground.

Motion seconded and carried. Lay Delegate seated.

Voting instructions

Bishop Wright called on Ms. Sally Ulrey for voting instructions. Bishop Wright called for a motion to approve the use of electronic clickers to vote.

Motion seconded and carried.

Removal of Church of the Transfiguration Rome from Union with Council

Bishop Wright called on The Very Reverend John Herring to move the motion.

Motion seconded and carried.

Approval of the Minutes of the 115th Council

Bishop Wright called for a motion to approve the Minutes of the 115th Annual Council.

Motion seconded and carried. Minutes adopted.

Adoption of the Agenda

Bishop Wright called for a motion to adopt the agenda as included in Council folders.

Motion seconded and carried. Agenda adopted.

Announcements and Introductions

Bishop Wright welcomed first time delegates and new clergy members to Council.

Bishop Wright introduced the persons at the presidium: The Assistant Secretary of Annual Council, The Rev. Richard Winston Arthur; The Chancellor of the Diocese, Mr Tom Christopher, Esq; The Chancellor Emeritus of the Diocese and Parliamentarian, Mr Richard Perry, Esq; The Chair of Dispatch of Business, The Canon to the Ordinary, The Rev. Canon Alicia Schuster-Weltner.

Introduction and referral of resolutions to legislative committees

Bishop Wright called upon the Chair of Dispatch of Business, who provided detailed instructions on dispatch of business.

Bishop Wright referred these pre-filed resolutions to Council legislative committee for deliberation (none were proposed from the floor):

- 2023 Mission and Ministry Budget and Finance
- C22-1 Emergency Actions of Council
- C22-2 Election of Deacons to Standing Committee
- **R22-1** Ratifying Actions of Council
- **R22-2** Adopting LEED Standards
- **R22-3** Continued Blessing of Same Sex Marriages
- **R22-4** Refraining from Conducting Marriage Ceremonies
- **R22-5** Expanding Medicaid Eligibility
- **R22-6** Establishing Deacon Compensation
- **R22-7** Congratulating Governor Brian Kemp

Bishop Wright referred all resolutions to the appropriate legislative committees:

- 2023 Mission and Ministry Budget to **Finance**
- C22-1, C22-2, R22-1 to Constitution and Canons
- R22-2 to Global Mission Commission
- R22-3, R22-4, to Community Ministries and Constitution and Canons
- R22-5 to Community Ministries
- R22-6 to Commission on Ministry and Constitution and Canons
- R22-7 to Constitution and Canons

Elections

Bishop Wright appointed Mr. Phillip Knight (St. Teresa's, Acworth), as Chief Teller, to certify the electronic vote.

Bishop Wright announced the names of the nominees for the Standing Committee, Governors of Mikell Camp and Conference Center, Clergy Trustee of The University of the South, Sewanee, and Deputies to General Convention. There were no nominations from the floor. Bishop Wright declared the nominations closed.

First Ballots Cast

Ballots were cast for the following elections from among the nominees shown:

Board of Governors, Mikell Camp and Conference Center:

Mr. John Ballard, Grace Calvary Church

Mr. Dan Murphy, Cathedral of St. Philip

Mr. Jay Jones, St Matthew's Episcopal

Standing Committee, Lay, elect one (Ballot 1)

Mr. Rob Townes, St Bede's Episcopal

Mr. Bryan Price, St Andrew's in the Pines

Standing Committee, Clergy, elect one (Ballot 2)

The Rev. Monica Mainwaring, (St Martin in the Fields, Dunwoody

Atlanta)

The Rev. George Maxwell, Jr (Cathedral of St Philip, Atlanta)

Lay Deputy, General Convention (elect four) (Ballot 3)

- Mr. David Cline, Christ Episcopal Church, Macon
- Ms. Mary Caroline D. Cravens, Cathedral of St. Philip, Atlanta
- Mr. E. Bruce Garner, All Saints', Atlanta
- Ms. LaFawn A. Gilliam, St. Luke's, Atlanta
- Ms. Lindsey Hardegree, Cathedral of St. Philip, Atlanta
- Mrs. Tammy Pallot, St. Francis, Macon
- Mrs. Beth King, Cathedral of St. Philip, Atlanta

Clergy Deputy, General Convention (elect four) (Ballot 4)

- The Very Rev. Sam G. Candler, Cathedral of St. Philip, Atlanta
- The Rev. Sarah Fisher, St. Catherine's, Marietta
- The Rev. Lauren Holder, Cathedral of St. Philip, Atlanta
- The Venerable Carole Maddux, St David's Episcopal Church
- The Rev. Monica Mainwaring, St. Martin in the Fields, Brookhaven
- The Very Rev. Jeff Jackson, St Margaret's Carrolton

Results of First Ballots

Bishop Wright announced the following persons were elected:

Standing Committee, Clergy,

The Rev. George Maxwell, Cathedral of St. Philip, Atlanta

Standing Committee, Lay,

Mr. Rob Townes, St Bede's

Lay Deputy, General Convention (in order of election)

- Ms. Tammy Pallot, St. Francis, Macon
- Mr. E. Bruce Garner, All Saints' Episcopal, Atlanta
- Mrs. Beth King, Cathedral of St. Philip, Atlanta
- Ms. Lindsey Hardegree, Cathedral of St. Philip, Atlanta

Clergy Deputy, General Convention (in order of election)

- The Very Rev. Jeff Jackson, St Margaret's Carrollton
- The Very Rev. Sam G. Candler, Cathedral of St. Philip, Atlanta
- The Rev. Lauren Holder, Cathedral of St. Philip, Atlanta
- The Venerable Carole Maddux, St David's Episcopal Church

Second Ballots Cast

Ballots were cast in the election of Alternate Deputies for General Convention, clergy and lay, among the persons shown.

Clergy Alternate Deputy, General Convention

- The Rev. Sarah Fisher, St. Catherine's, Marietta
- The Rev. Monica Mainwaring, St. Martin in the Fields, Brookhaven

Lay Alternate Deputy, General Convention

- Ms. LaFawn A. Gilliam, St. Luke's, Atlanta
- Mr. David Cline, Christ Episcopal Church, Macon
- Ms. Mary Caroline D. Cravens, Cathedral of St. Philip, Atlanta

Elections to Diocesan Board of Review

Bishop Wright nominated, and the Council elected, The Rev Kemper Anderson for a second five-year term, and Pete Goodwin (St. James, Marietta) for a four-year term.

Elections of Diocesan Officers

Bishop Wright nominated, and the Council elected, the following Diocesan Officers: *Chancellor*, Thomas Christopher, Esq.; *Chancellor Emeritus*, Richard Perry, Esq.; *Secretary*, The Very Rev. P Richard Game, Esq, *Assistant Secretary*, The Rev. Richard Winston Arthur, esq; *Treasurer*, Mrs. Peggy Haskell-Farnham; *Registrar*, Mr. Richard Perry, Esq.

Congregational Vitality

Mrs. Sally Ulrey, Diocesan Staff, gave a video presentation on Congregational Vitality offerings of the Diocese.

The Bishop's Address

Bishop Wright's address was conducted in the format of a conversation with Ms. Sally Ulrey. The conversation centered around three main (W) questions; Who are we? What is God calling is to do? Who are we to our community?

Following this exchange, attendees sitting at each table were invited to consider several questions in relation to the 3 (W)s.

Noonday prayers and recess for lunch

Bishop Wright offered noonday prayer and announced a recess at 12:10 pm.

Bishop Wright reconvened the Council at 1:20 p.m.

Video & Camp Mikell Recognitions

Bishop Wright invited on the Chairperson of Camp Mikell Board, Mr. Tim Lytle, Former Chairperson of Camp Mikell Board Mr. Mike McAuliffe, and Food Service Director, Ms. Rhonda Wheeler, to speak the status of Camp Mikell. Their reports were received via email. Further, a video was shown in relation to Camp Mikell and Mr. Mike McAuliffe offered remarks in relation to the Capital Campaign. Bishop Wright gave awards to Mr. Mike McAuliffe and Ms. Rhonda Wheeler.

Committee appointments

Bishop Wright appointed the following to the Committee on Memorials and Courtesy Resolutions: Chairperson, The Rev. Fabio Sotelo (San Bedas y San Eduardo) The Rev. Kirk Lafon, (St George's Griffin); The Rev. Pauline Samuel, St Paul, Atlanta; Ms. Elizabeth Bell (Tech/GA State Campus Ministry), Ms. Julia Gable, Holy Trinity Decatur and Mr. Bob Nightingale, Nativity Fayetteville.

Report of Canon 20 Compliance Committee

The Rev. Tricia Templeton (Saint Dunstan), Chair of the Canon 20 Appeals Board, reported on parishes' compliance with Diocesan Canon 20 for support of the Diocese's mission and ministry: fourteen parishes appealed non-compliance (compared to twelve in 2021). Granted in appeals: \$158,627 (compared to \$180,226 in 2021).

Presentation of Financial Report and Proposed Draft Budget

Ms. Peggy Haskell Farnham, Treasurer and Mr David Culp, Chair of the Budget Committee, presented the Treasurer's Report and the Proposed Draft Mission and Ministry Budget for 2023 respectively.

Other Reports

A video on the Wright House was shown and comments from The Rev George Maxwell were offered in support.

Ms Lindsey Hardegree offered a report on Episcopal Community Foundation.

Council recessed for Committee Meetings

Bishop Wright recognized The Chair of Dispatch of Business, who gave instructions about Committee Meetings, and the Service Project that would commence at 5pm.

Bishop Wright recessed the Council for legislative committee meetings at 2:46 p.m.

COUNCIL IN RECESS

SECOND DAY: NOVEMBER 12, 2022

Bishop Wright convened the Council at 9:00 am.

Diocesan Youth led morning worship until 9:37am.

Reports, Awards and Presentations

Bishop Wright announced the recipients of the Bishop's Cross, by convocation:

The Rev. Kenya Thompson

Ms. Brenda Hattaway

Ms. Nicole File

Ms. Judi Carlson

Ms. Catherine Meeks

Mr. Lamar Barber

Ms. Ellie Minette

Ms. Nora Cruz-Diaz

Ms. Louis Tonsmeire

Mr. & Mrs. Charlie & Cynthia Golden

Ms. Daisy Hardegree

The Rev. Canon Alicia Schuster-Weltner

Mr. Mike McAuliffe.

The Bishop recognized the following groups and persons in attendance

- *Newly ordained deacons*: Deacons The Rev. (s) Florence Mitchell, Julie O'Neill, Devon Smyth, Jess Speaker and Faustina Ward-Osborne
- Candidates being ordained to the Transitional Diaconate in December: Mr. Doug Adkins, Mr. Salmoon Bashir, Mr. Josh Hilton, Ms. Janelle Hiroshige, Mr. Mark Johnson, Ms. Hannah Kelly, Ms. Jenny McBride, Ms. Carmie McDonald, Mr. Brandon Nonnemaker, Ms. Katie Presley, Ms. Megan Swett, Mr. Raymond Walker
- **Postulants and Candidates in Discernment** Mrs. Debra Bruner-Smith, Ms. Caroline Carter, Ms. KC Crewdson, Mr. Christopher McAbee, Mrs. Marycelis Otero, Mr. Luis Ottley, Mrs. Alyssa Sali, Mrs. Tommie Thompson and Ms. Martha Wright.

Bishop Wright Called on Ms. Holle Tubbs to give a presentation on Keep/Watch.

Bishop Wright announced the service project.

Legislative agenda

Bishop Wright called on the Chair of the Dispatch of Business for reports from legislative committees. The reports were made as shown.

Dispatch of Business called on Mr. David Culp, Chair of the Committee on Mission and Ministry Budget, who moved that the Proposed Draft Budget for 2023 be adopted.

Motion carried.

Dispatch of Business called on Mr. Tom Christopher, Chair Constitutions and Canons Committee.

Constitutions and Canons Committee Mr. Tom Christopher, Chair, moved adoption of C22-1 entitled a *Resolution To Amend Constitution For Emergency Actions* as follows

Resolved, that the following shall be adopted as Article 2 Section 6 of the Constitution of the Diocese of Atlanta:

ARTICLE 2, SECTION 6

- 6. **Response to Emergencies:** During Emergencies, as defined in this Article, the Executive Committee of the Diocese may authorize the Bishop or other Diocesan Authority, in the discretion of the Bishop or other Diocesan Authority, to do any of the following:

 (a) Conduct the Annual Meeting of the Council of the Diocese virtually (i.e., by electronic means), rather than by having an in person meeting in one physical location.
- (b) Alter the agenda of the Annual Council to be limited to essential business or otherwise be streamlined to fit the circumstances.
- (c) Postpone the Annual Meeting by as much as six months from the time originally set by the preceding Annual Council.
- (d) Postpone for up to 18 months an election for Bishop.

"Emergencies" are extraordinary situations where the ordinary conduct of business is threatened, rendered impractical, or there is a significant threat to the health or safety of potential Council attendees due to epidemics, natural disasters and storms, violent civil unrest, terrorism, war, threats or violence directed at the Council, the Diocese or the Church, or other abnormal events that threaten public safety or the safety of potential Council attendees. The mere saving of expenses shall not normally be considered an Emergency for purposes of this provision.

In non-emergency situations, Annual Council shall be a meeting at a single site with all delegates required to be physically present in order to be counted towards a quorum or to have a right to participate.

Motion carried. Resolution C22-1. Passed on first reading.

Constitution and Canons Committee Chair, Mr. Tom Christopher further moved the adoption of C22-2 entitled *The Election of Deacons to Standing Committee* as follows

Resolved, that Section 1 of Canon 3 Of the Standing Committee be amended to read as follows: Section 1. The Standing Committee shall be composed of six members, three clergy and three lay. One clerical and one lay member shall be elected at each Annual Council for a term of three years. No member of the Standing Committee completing more than one half of a term shall be re-elected until after an interval of one year from completion of an elected term, except that a member elected to fill a vacancy and who has served less than one half of a term shall be eligible for election.

Motion carried. Resolution C22-2 adopted on second reading.

Constitution and Canons Committee Chair, Mr. Tom Christopher further moved the adoption of resolution R22-1 entitled *Ratification of Actions of Council* which was amended on the floor to read as follows

Resolved, that this Annual Council hereby adopts and ratifies all actions of the Annual Council of the Diocese of Atlanta taken at its meetings by electronic means in 2020 and 2021. And be it resolved that by taking this action, this Annual Council does not in any way suggest that the meetings of Annual Council in 2020 and 2021 or the actions taken there were improper in any way.

Motion carried. Resolution R22-1 adopted.

Global Mission Committee Chair, Mr. Harry Groce, moved the adoption of resolution R22-2 entitled *Aspirations Toward Environmental Stewardship* as follows

Be it resolved that all new construction of Diocesan and Parish facilities shall, insofar as practicable, encourage improved environmental and health performance starting in 2025; and be it further Resolved, that all new and renovated landscaping shall emphasize, insofar as practicable, native vegetation, non-invasive species, and low input (chemicals and water) plantings; and be it further Resolved, that the Diocese shall support the establishment of a faith-based, sustainable development program designed to educate both international and local parish partners in environmental stewardship, best practices in asset-based community development (ABCD), and the importance of climate resilience; and be it further

Resolved, that all Diocesan facilities and associated parish programs shall refrain from single use products (such as non-recyclable plastic utensils, plastic straws, and Styrofoam products) whenever possible; and be it further

Resolved, that all parishes and diocesan facilities are encouraged to explore ways to work towards carbon neutrality.

Motion carried. Resolution R22-2 adopted.

Community Ministries Chair, The Rev. Jane Weston moved the adoption of Resolution R22-3 entitled *Continued Blessing of Same Sex Marriages* as follows

Resolved, that the Diocese of Atlanta, meeting in Annual Council in Sandy Springs, Georgia, November 11 and 12, 2022, acknowledges the possibility that recent court decisions legalizing same sex marriage may be overturned. And be it further,

Resolved, that the Diocese of Atlanta will continue to follow the Constitution and Canons of The Episcopal Church in providing marriage equality, in accordance with General Convention Resolution 2018-B012 and blessing to all couples, regardless of the sex of the persons involved, and regardless of the outcome of future court decisions. And be it further

Resolved, that the Diocese of Atlanta shall endeavor to provide for the pastoral needs of couples that may be impacted by court decisions that seek to negate or invalidate marriages based solely on the sex of the persons involved.

Motion carried. Resolution R22-3 adopted

Community Ministries Chair, The Rev. Jane Weston further moved the adoption of Resolution R22-5 *Expanding Medicaid Eligibility* as follows

Resolved, the Diocese of Atlanta, meeting in Annual Council in Sandy Springs, Georgia, November 11 and 12, 2022, acknowledges that the vow we take at baptism to respect the dignity of every human being includes helping insure access to quality health care resources. And be it further,

Resolved, that the Diocese of Atlanta urge the Governor and Legislature for the State of Georgia to expand the eligibility for Medicaid to the full extent provided by law. And be it further Resolved, that the Diocese of Atlanta will continue to urge the State of Georgia, through the Department of Public health, to work to improve the health outcomes for all of the citizens of Georgia. And be it further.

Resolved, that copies of this resolution will be sent by the Secretary of Annual Council to the Governor and Lieutenant Governor of Georgia, as well as the Speaker of the Georgia House of Representatives and the Commissioner of Public Health for the State of Georgia.

Motion carried. Resolution R22-5 adopted

Commission on Ministry Chairpersons, Mr Clint Deveaux and The Rev. Patricia Templeton moved adoption of Resolution R22-6 entitled *Establishing Compensation for Deacons* as follows:

Resolved, that the 116th Annual Council of the Episcopal Diocese of Atlanta require each faith community with a deacon in active service, or if a deacon is serving more than one community, the communities together, pay said deacon a minimum of \$25 a month as remuneration, and also make the required contribution to the Church Pension Fund for the benefit of the deacon.

Motion carried. Resolution R22-6 adopted

The Chair of Dispatch of Business announced the end of the legislative session.

Report and Resolutions of Memorials and Courtesy Committee

The Rev. Fabio Sotelo, Chair, moved the following resolutions that were seconded.

R22-8 Memorials and Courtesy Resolutions

Be it Resolved, that this 116th Council of the Diocese of Atlanta makes the following resolutions of memorials and courtesy:

Be it Resolved, that we express our gratitude to the Rt Rev. Diana Akiyama for her presence with us and fresh insights at this Annual Council....

Be it Resolved, that we express our gratitude to the Rt. Rev'd Robert C. Wright, Tenth Bishop of Atlanta, on this 10th anniversary year of his consecration.....

Be it Resolved, that we send our greetings to The Rt. Rev. Keith Whitmore, The Rt. Rev. Paul Lambert, and the Rt. Rev. Don Wimberley for their past work and witness in the Diocese of Atlanta.

Be it Resolved, that we send our greetings to Suzie Whitmore, wife of Bishop Keith Whitmore, and to Elizabeth Allan, widow of Bishop Frank Allan.

Be it Resolved, that we express our gratitude to the Holy Innocents' Church and School Staff, and to the Bishop's Staff, Chancellors, Officers and chairs that made this Annual Council possible.

Be it Resolved, that we express our appreciation for the faithful clergy and laity who devoutly love, care, and serve Jesus Christ in parishes and worshiping communities throughout the Diocese of Atlanta....

Be it resolved, that we welcome new members of the clergy ordained in our Diocese this past year:

To the priesthood:

The Rev. (s) Karen Anderson, Andrew Blakemore, William Drosos, Andrew Gordon, Edgar Otero-Ruiz, Trey Phillips.

To the permanent diaconate: The Rev. (s) Florence Mitchell, Julie O'Neill,, Devon Smyth, Jess Speaker, Faustina Ward-Osborne

Be it resolved, that we send our appreciation and prayers to clergy of our Diocese who have retired or will be retiring by the end of the year:

The Rev. Roger Allen

The Rev. Ceci Duke

The Rev. Robert Salamone

Be it resolved, that we welcome the following clergy to new ministries in this diocese:

The Rev. Richard Bardusch- from the Diocese of North Carolina

The Rev. Thomas Barnett - from the Diocese of East Carolina

The Rev. Taylor Burton-Edwards - ELCA Southeastern Synod

The Rev. Lorraine Geddes - from the Diocese of Jamaica & Cayman Islands

The Rev. Gregory Gibson from the Diocese of the Virgin Islands

The Rev. Lenworth Haughton from the Diocese of Jamaica & The Cayman Islands

The Rev. Cynthia Hizer from the Episcopal Church in Navajoland Area Mission

The Rev. Stewart Lucas - from the Diocese of Maryland

The Rev. Roy Pollina - from the Diocese of Southwest Virginia

The Rev. David Brickman Powell- from the Diocese of Alabama

The Rev. Elizabeth (Betsy) Jennings Powell from the Diocese of Alabama

The Rev. Michael Robinson - from the Diocese of Massachusetts

The Rev. Gabrielle Thomas- from the Diocese of Durham, UK.

The Rev. Robert Walcott -from the Diocese of Ohio

Be it resolved, that we commend the following clergy to ministries in other Dioceses:

The Rev. Benjamin Anthony - to Diocese of S.E. Florida

The Rev. William Drosos - to Diocese of Virginia

The Rev. Derek Larson - to the Diocese of S. E. Florida

The Rev. Rebecca Roberts - to the Diocese of Central New York

The Rev. Timothy Seamans- to the Diocese of California

The Rev. Joseph Shippen - to the Diocese of Upper South Carolina

The Rev. Adelyn Tyler - to the Diocese of Arkansas

Be it resolved that in honor of Veterans Day, we remember those who have served and continue to serve our country at home and abroad in the Armed Forces of the United States of America.

Be it resolved that the 116th Annual Council of the Episcopal Diocese of Atlanta congratulates all persons elected to public office in Georgia in the recent election, especially Brian Kemp and Kim Jackson, members of our Diocese. We thank all candidates for office in the election for making themselves available for public service. We pray for all those in positions of public trust, that they may serve justice and promote the dignity and freedom of every person.

Be it Resolved, that we remember those members of this Council and of our Diocese who died in the past year, especially,

Clergy:

The Rev. (s) Audrey Burdett, Doug Coil, Monroe Freeman, Charles Gearing, Fred Jones, Lori Lowe, Lucy Martinez, Mac Thigpen, Edward Warner, John Westerhoff, J. Robert Wright

Lay:

Ms. Carol Gearing

Ms. Brenda Hattaway

Ms. Renee Huie

Ms. Liz Beal Kidd

Ms. Caroline Westerhoff

Mr. Bradley Currey

Ms. Phyllis Purdy

Ms. Olive Toy

Ms. Montserrat Miller

Be it Resolved, that we also remember and pray for all those who were called to God's presence during the Covid-19 pandemic. We also pray for their families and friends.

Blessed are the dead who die in the Lord; even so saith the Spirit, for they rest from their labors. Amen.

Motion carried. Resolution adopted

Bishop Wright offered prayer for the departed persons.

Closing announcements and adjournment

Bishop Wright gave his recognition and thanks to the Chair of the Annual Council Committee; the Secretary; the Chancellor and the Vice Chancellor; the Chair of the Dispatch of Business; the Bishop's Staff and Communications Team; the Budget and Finance Committee and all who worked on the 2023 Mission and Ministry Budget; all who led worship and music; and the Holy Innocent Episcopal School and Church for hosting, its clergy, staff, musicians, and volunteers; the youth who led the morning's music; and the vergers and tellers.

Bishop Wright adjourned the Council sine die at 11:20 a.m.

Bishop Wright blessed the participants at Council prior to their departure.

Submitted by The Rev. Richard Winston Arthur, Assistant Secretary