

REGULAR MEETING OF THE VESTRY,
ALL SAINTS CHURCH, PASADENA
October 3, 2017

PRESENT MaryAnn Ahart, Lorenzo Bacani, Jay Belloli, Liza Billington, Chris Caldwell, Valerie Coachman-Moore, Sharyn Delahousie, Scott England, Tony Jackson, Dana Jones, Max Molina, Terry Moore, Isabel Ramirez, Brian Robinson, Judy Van Vleet, Jeff Vanderpool, Bob Whitson, Trula Worthy-Clayton

EXCUSED Karen Alexander, Hannah Berry, Shelley De Leon, Christine Hartman, Andy Malloy, Charlie Rahilly, Frank Ramirez, Jenny Watts, Jim Albarano, Keith Holeman, Sally Howard, Kelly Phelan, Isaac Ruelas

ALSO PRESENT Antonio Gallardo, Christina Honchell, Mike Kinman, Jeremy Langill, Jim Loduha, Susan Russell, Juliana Serrano, Kathy Onoye

The meeting was called to order at 7:02p.m. in Sweetland Hall. The Rector asked Brian Robinson to lead the reflection. Robinson read Acts 6: 1-6 on those chosen to serve and he connected it with those chosen for some of the ministries including the Racial Justice Task Force.

Visitor Welcome: Kinman welcomed the visitors and asked them to introduce themselves.

ITEMS FOR DECISION

Approval of Consent Agenda:

- ▶ Report of the Clerk and Committee Reports: Congregational Development was pulled for additional information. It was then moved, seconded and the Vestry unanimously approved the consent agenda including the minutes and committee reports as received.

Congregational Development

Molina shared that John Kilgore will be here to share his expertise on Radical Hospitality for December 8-9 and then preach at all services on Sunday.

Report of the Treasurer

Caldwell reported that we are at the highest in pledge income since 2009 with 61% received YTD. We have saved some with two clergy positions that are not yet filled. We are \$191,642 ahead of budget and \$221,097 below budget in expenses. Sally Howard will begin full time on November 1.

Alcohol Use Policy

Billington shared the revisions that were made following the feedback for the September meeting. It was moved, seconded and the Vestry unanimously approved the Alcohol Use Policy. The Vestry shared that they were pleased with the beverage choices at the Vestry dinner tonight. Billington was commended for her work on this policy.

Vestry Nominating Committee Membership & Process

Worthy-Clayton described the process of the nominating committee to include the Wardens, staff (Honchell and the Rector), Retiring Vestry and the following at-large members: Will Gatlin, Lydia Lopez, Scott Lardizabal, Mark Welz, Edna Trigg and Gwyneth Davies. It was moved, seconded and the Vestry unanimously approved the slate for the Nominating Committee. The new forms for nomination were distributed in both English and Spanish and include a description

of “What is the Vestry” and the nominating process. There are no barriers to leadership. It will be distributed attached to the service bulletin the next two Sundays, and on the website. The deadline is Oct 15 at 5p.m. Langill is responsible for selection of the youth Vestry members.

ITEMS FOR DISCUSSION

2017 Giving Campaign / Vestry Pledging

Loduha thanked the Vestry for their leadership and commitment. This is the sacred part of the meeting. Kinman thanked the Giving Committee and asked for any Sharing of Stories on what your giving has done for you. Following a period of silent reflection and pledge presentation Antonio Gallardo and Mike Kinman offered a bilingual prayer over the basket of Vestry pledges.

Racial Justice Advisory Committee

Coachman-Moore thanked Robinson for his inspirational reflection on being chosen for leadership. On October 10 they will have their first meeting and work on becoming a group. On November 4 the committee will have a retreat facilitated by Pat Coulter.

Reconciliation Committee Update

Jackson reported that they met last night. They are working on a process piece with the Episcopal Church Foundation and one or two from the foundation may meet to listen and understand our issues first and what their proposal will include.

Climate Change Committee

Whitson referred to the committee report. There will be an All Parish Event on Saturday, November 18. Katharine Jefferts Schori, the former Presiding Bishop of the Episcopal Church, will be the keynote at the event. They want a widespread attendance at this event. It will be in the Sign-up Center. Our goal is a carbon neutral footprint. TerraPass.com has a carbon footprint calculator for determining the climate impact for individuals, companies and events.

RECTOR’S REPORT

Staffing Update: Kinman reported that the music survey has been completed and reviewed. They will be posting the position opportunity statement will be available for distribution far and wide on December 1. The selection process should be completed around August 1 with the new Director of Music here on Homecoming 2018. Sally Howard will be full time as the Senior Associate for Pastoral Care Healing and Health on November 1. The second position has been a challenge to get the release and so Kinman may need to move to Plan B. It is important to do this well.

Maundy Thursday Arrest: Kinman reported that he went to court for the arraignment and received 12 hours of community service which he will serve with Learning Works Charter School. Serrano gave background on the students who attend Learning Works Charter. He thanked the Vestry for their prayers and support.

Kinman also shared:

- That Ed Bacon will be here to preach and do the Rector’s Forum on November 12.
- That he received an offer to hire a full time person to work on climate change. This would be a restricted gift and set a precedence, which will need further discussion at the next month. Please give this careful thought and prayer. The Vestry had a time for some open discussion.

WARDENS' REPORT

No further report.

ITEMS TO ENRICH VESTRY & ALL SAINTS CHURCH

- Kinman shared that Jenny Watts is on TEDxPasadena on September 30. It is incredible and worth hearing. We will send out the link.
- Serrano shared that on October 4 there will be a Forum on the Death Penalty with Mike Farrell. This is World Day Against the Death Penalty. The event will be in the forum and open to the public.
- Belloli shared that on October 13 there will be the opening event of the *Mars: Astronomy and Culture* exhibit at Art Center. Belloli is curating the event that will close on January 13.
- Isabel Ramirez shared that the Festival de Arte y Cultura will be on Oct 14 from 4-8p.m. She invited the Vestry to come and enjoy the art, music, dancing and food. She also shared that tomorrow her work will be displayed on 634 Spring Street in Los Angeles.
- Russell shared this month's Saints Alive.
- Delahousie shared that two houses are being built by Habitat for Humanity on Manzanita. This is the San Gabriel Valley Habitat. Let people know.
- Langill shared that Isaac Ruelas is on a 2-week leave. Pray for him and please volunteer and support the youth. There are 70 youth on Wednesday night. It is important that they have small groups. It is very organized and so come and teach. We also need Faith Partners. We need help at 6 on Wednesdays for the Youth Dinner.
- Kinman reminded the Vestry that a sign of church health is a growing youth program.

VISITOR COMMENTS & REFLECTIONS

- The Vestry meeting is well organized and it is nice to see.
- Excellent job to Loduha for the color brochure.
- Wonderful to see the outreach to the greater community
- There is a comfort among the Vestry members and it runs smoothly.

COMMUNICATION BACK TO THE PARISH

- Good financials
- Unanimous approval of the alcohol policy
- Climate Change Event
- Pledging of the Vestry

APPRECIATIONS & REGRETS

- Whitson appreciated Liza Billington's work on the Alcohol Use Policy. Unanimous results.
- Russell shared that her son was married on Sunday.
- Billington appreciated the sermon with all of the animals.
- Coachman-Moore appreciated the transparency of the matters of church. She is grateful for the guests.
- Kinman appreciated the willingness during the transition.

The meeting was adjourned at 8:45 pm. with a closing prayer from Jay Belloli

Respectfully submitted,
Kathy Onoye

Vestry Committee Reports

October Meeting 2017

Addendum to October 3, 2017 Vestry Minutes

NO REPORT

Buildings & Grounds
Children, Youth & Families

PEACE & JUSTICE / OCC

September 21, 2017 Meeting

- The upcoming Celebration of Ministries was discussed as was the P&J Youth dinner on November 8th.
- Leaders were urged to grab the few remaining open spots to be the featured ministry by contacting Ada Ramirez.
- The Chair, Erica Tamblin, discussed her plan to visit each P&J ministry on a listening tour. She asked each ministry to identify a date and contact her. She is joining the Eden meeting on November 5.
- Extensive ministry reports were given by those in attendance - reviewing plans, events and results of efforts.
- The Vestry Liaisons distributed a summary of the most recent Vestry meeting.
- Erica asked all in attendance to come to next month's meeting prepared to discuss how his or her ministry feeds the Peace & Justice body as a whole.
- She also shared that she wants to try having ministry reports submitted in advance of the meeting so they can be distributed with the minutes and agenda in preparation for the meeting, instead of focusing so much of the monthly agenda on oral reports. She hopes that the meetings can provide more meaningful discussion and planning and involve. The group response was very receptive to this suggestion.
- Those in attendance discussed, at length, greater inclusion of the 1:00 pm service community into Peace & Justice matters, in response to Antonio's sermon weeks prior. It was suggested that a table be set-up adjacent to the Action Table each week which could be a repository for ALL Peace & Justice ministry materials, especially those translated into Spanish. Volunteer shifts could be coordinated to staff the table until after the 1:00pm service is over. Details of this effort will be determined later. It was agreed that this discussion item would continue at next month's meeting as each ministry was asked to return with a strategy for broader inclusion of the 1:00 pm community.

ALCOHOL USE TASK FORCE

Last Meeting: August 30, 2017 at 7:00 p.m.

Next Meeting: N/A

Status: At the September Vestry meeting, the revised Alcohol Use Policy was discussed and further minor edits were proposed. The Alcohol Use Task Force approved the final draft, which is ready for a vote at the October 3, 2017 Vestry meeting.

GIVING

The Giving Committee and Giving Office have been at work to launch the 2018 giving campaign. Here are highlights for the campaign:

Campaign for 2018

- Campaign launches on Sunday, October 8
- The theme is “our stories”
- Ask letters: 3-part ask strategy:
 - One group of 2017 pledgers will receive an ask letter without specifying an ask amount.
 - Another group will receive an ask letter listing what a 10% increase would represent.
 - Another group will receive an ask letter suggesting a specific pledge amount.
- The Giving Office has also worked to refine the “general ask list” so that those households with the highest probability of giving will receive an ask letter. All others will still receive emails as part of the campaign.
- Brochure: Rather than a tri-fold brochure, a 10-page booklet has been produced that will focus on “God’s Story,” “All Saints Church’s Story,” and “Your Story.”
- In-Church witnesses: There will be 3 in-church witnesses, each emphasizing a different giving story – tithing, pledging as a family, and committing a first-time pledge.
- Video witnesses: Instead of including written witnesses in Sunday liturgies, video witnesses will be produced and include community partners and others in the All Saints community.
- Giving Events: There will be an all-church event at the Rectory on Friday, November 10; a major donor dinner will be on Friday, October 13; a tither reception will be on Tuesday, October 24; and a reception for 20s and 30s aged young adults will also be scheduled.
- 2018 Pledging Team: In prior years, a team of callers would call all current year pledgers who have not yet renewed their pledges. This year, members of a larger team will be assigned specific pledgers so that only one person is contacting the pledger.
- CYF: The Giving Office is working with CYF staff to develop curriculum and information about money and pledging for children and youth.
- Rectory event: The annual giving event at the Rectory will be family friendly and include a special children/youth event on back patio of the Rectory.
- Communications: The Oct 8 sermon will help launch the campaign; the October Saints Alive will include two articles to also launch the giving campaign; the November Saints Alive will include a comparison of giving methods; and emails and social media posts will also be included in the campaign.

In addition to planning for the 2018 campaign, the Giving Committee has started a process to develop a 5-Year Giving Plan. This process should be completed by the end of December 2017 and the process template could even be used by other ministries.

Finally, the Giving Committee and Finance Committee are both participating in separate book studies using Walter Brueggemann’s book *Money and Possessions*. They are each meeting twice to discuss the book, and will meet once together in January to engage Rector Mike Kinman with a closing overview conversation about the book.

CONGREGATIONAL DEVELOPMENT

Last Meeting: September 16

Next meeting: October 17 at 7pm.

Welcome Table and follow-through on Welcome Cards

- There is not much in the Welcome Bags currently. Dan M, Stephanie H and Susan B are working to enrich the information in the bags.
- The welcome/information cards many times do not get processed to the right hands, so that the newcomers do not receive follow up by someone at the church. Currently no accountability for welcome cards.
- Ideas: A. We need to make sure the cards get into the hands of someone on the staff or volunteers dedicated to welcome and not leaders of the ministries. Ministry Leaders are not the correct first line for welcome. Need step in between.
B. There should be a monthly meeting/reception for the newcomers so they are invited back.
C. If we have more greeters, we can have some of them host another welcome reception during the same time the Newcomers Coffee takes place.
- Dan, Stephanie, Jamie, Nancy, and others outside of the committee will help find a solution.

New Members Class Fall 2017

- Starts next month. The class will be bilingual with simultaneous translation

Leadership

- Training for Facilitating Small Groups went well. Many of the attendees were not small group leaders but found it would be helpful to have the skills.
- Leadership Reception on September 24 - well attended with 35 ministry chairs present. Susan Russell presented the new ASC website and Communications 101.
- Training for Leading a Committee or Ministry. This class provides specific training to help leaders of a committee or ministry find their vision, execute an agenda, recruit others into the work, and monitor the participation of each member. ▪ October 22, 2017, 12:30 – 3:00 p.m., Guild Room

Cooperative Communications

- First two sessions of training have been presented to the Leadership Committee.
- There will be 5 sessions in the series.
- Isaac will get feedback from the test group.
- Our committee thinks we shouldn't wait another year without any CP classes before the roll out of the new program. The old session should still go on and people can retake the classes after the new classes roll out.

Greeter's Ministry

- Usher/greeter training on Sept 9 went well. They had positive feedback, approx. 50-75 attendees. Greeters had presentations on the CYF program, safety training, tips on how to address folks with mental health needs.

"Back To Basics" Curriculum

- Team has been put together: Rhonda Johnson, Antonio Gallardo, Brian Robinson, Daniel Baker, Terry Moore, and Kelly Phelan
- Roll out would happen during Lent.

Visit by Rev. John Kilgore

- He will be visiting to discuss "Radical Welcome" hospitality, as he has received training from the Ritz Carlton
- Pending the confirmed date that he will be coming: December 9 - 10 (tentative).

What Our Committee Can Do To Get Ready For The CD Priest

1. Clearly identify each group that falls under CD. Each group should give a one-page summary of the group, including contact info.
2. Could be helpful to give an assessment on how each group is doing and which places need help. Jason and MaryAnn will work on canvass email to leaders: What works for you, what is not working, what do you need help with?

CLIMATE CHANGE TASK FORCE

The main focus of the Task Force is the ***All-Parish Event to take place on the morning of Saturday, November 18th, 2017.*** The purpose of this event is fourfold:

1. To “kick off” the campaign to make the members of the parish Carbon Neutral in their households by Easter of 2020, as outlined in the Action Plan presented to the Vestry on April 4th, 2017.
2. To establish a baseline for the parish carbon footprint prior to the initiation of our formal campaign. This will be done by asking the members of the parish to complete an online survey through TerraPass.
3. To connect with the parish on an emotional level and generate a sense of excitement for this goal. Toward this end, we have succeeded in persuading ***Katharine Jefferts Schori, the former Presiding Bishop of the Episcopal Church in America*** to deliver the keynote address at this event. As both a bishop and a trained oceanographer, Reverend Schori has the combination of scientific credibility and moral authority that makes her uniquely suited to deliver this message.
4. To encourage other Episcopal Churches and faith communities to join us in the fight against anthropogenic climate change.

The Task Force is aware that widespread attendance at this event will be a crucial component in achieving our overall goal. Therefore, we will use every means at our disposal to publicize the event, including:

- Feature articles and notifications in *Saints Alive* and *This Week at All Saints*.
- Making the event available through the Sign-up Center, beginning on Celebration of Ministries Sunday, September 24th, and again on October 22nd, October 29th, November 5th and November 12th.
- Creating a podcast around the event.
- Announcements in the Sanctuary (prior to Sunday services) to coordinate with Sign-up Center dates.

The Task Force also discussed the possibility of creating a “lawn banner” to raise awareness of All Saints’ commitment to combating climate change.

FINANCE

The Finance Committee met on September 28, 2017.

Year-to-date budget numbers were presented, which show that we were in a strong position at the end of August. We had collected a higher percentage of our pledges by August than in any year since 2009. Because of that and other factors, we are ahead of budget on the income side. Expenses are below budget for a variety of factors, most notably the fact that we have had clergy positions open longer than anticipated when we prepared the budget. Mike Kinman reported that he will have news about filling one of those positions in the near future, and also noted we may want to use some of any year-end “surplus” to help fund both positions on a full-time basis next year.

Jim Loduha reported on the status of the 2017 giving campaign, noting that the pledge total exceeds last year in dollars, but with a slightly smaller number of donors with a slightly higher average pledge. Jim stated that the kickoff letter for the 2018 campaign is going out now.

Christina Honchell reported on challenges we will face in building the 2018 budget, including increases in health insurance and workers compensation insurance. Mike talked about his consideration of changes to the manner in which the budget process proceeds, in an effort to ensure that the Vestry has a role in determining how competing priorities are weighed before the Vestry finally adopts the budget. Mike stated that such changes are likely to be an evolutionary process over several years.

Jeff Vanderpool gave a report on ongoing buildings and grounds efforts, including the roof repairs. The Committee approved an additional \$6,000 expenditure for additional roofing work. The Committee had an extended discussion on our budgeting process for buildings and grounds expenses. It was explained that routine maintenance (such as painting, periodic carpet replacement, etc.) is included in the annual budget. But extraordinary capital items, including deferred capital maintenance items, are not included in the budget. While there have been proposals to include funds for deferred maintenance in the past, funds have not been available, given other competing needs. Mike suggested that, in future years, we may wish to include this line item, even if the budgeted funds are “zero” to raise awareness about the fact that this item is not included in the budget.

The Committee will meet again on October 26, 2017.

PASTORAL CARE / HEALTH & HEALING

Meetings

- › Pastoral Care leadership on Tuesday, Sept 19
- › Pastoral Care Ministry leaders meeting with all ministries is set for October 24
- › Conspire 2018 on Sept. 19
- › Healing and Health Sept. 22

Healing and Health

- › Divorce support group- Group will begin January 8, 2018.
- › Healing Partners has offered 102 sessions to date. A training class for new healers will be offered September 30 at ASC.
- › Accompany Me Chronic Illness support group is entering its 8th month. The group meets bi-monthly and is serving diverse ages (22-75) and illness groups.

Memorials/Committal of Ashes:

- › 1 memorial (offsite)
- › 1 committal of ashes (offsite)

Lay Visitation

- › Leadership team (Judith Fischer and Carolyn Garner Reagan).
- › Consultation with Archdeacon
- › We have added 3 new LEV's

Lay Guidance Ministry

Accessibility

- › We are updating the new webpage with suggestions from Edie Hovey

Upcoming Pastoral Care and Healing and Health Events January 2016:

- › Sacred stillness retreat—October 21, 2017
- › Divorce Recovery Group – January 8, 2018
- › Journaling –January 2017

Spiritual Growth

- › Reviewing proposal for Enneagram class led by Carolyn Lyons and Patty King. Tentative start Jan. 2018

Spiritual Direction:

- › New leader is retired Rev. Dori Tori. We are planning a Lent event and re-writing brochure to be bi-lingual.

Labyrinth:

- › Calendar of events completed- Brochure ready for program 2017-2018. Updated brochure into Spanish.
- › Discussing the inclusion of CYF in Labyrinth. We have included quiet days retreat in brochure

Westminster Gardens

- › Mel Soriano and Susan Adkins are co-leading 1 time monthly

Conspire

- › Meeting with lay leaders to discuss Conspire event 2018. Participants/leadership: from Living School, Center for Action and Contemplation, Carol Hekman, Rich Redman and Gerti Garner; from Healing & Health leaders: Rise Worthy-Deamer, Anne Noble, Ann D'Angelo and Hilda Boulware
- › Richard Redman, Carol Hekman to meet with Bud Williams to explore centering prayer group for ASC

COM (Celebration of Ministries)

- › Memorials: Distributed 5 folders to plan memorials. A woman from Palm Desert, came just for COM.
- › Columbarium: 2 people requested information about the columbarium
- › Young and Healthy- 1 person looked for the table of Young and Healthy
- › Prayer ministry- 2 people are interested in helping write notes. 2 people were grateful for notes they received.
- › By your side- 1 person interested in more information
- › 12 steps- 4 people interested in 12 step groups' schedule

Prayer Shawl Ministry

- › Prayer Shawls distributed during September 2017: 5
- › Prayers Shawls ready to be blessed and be distributed for the congregation: 18