

**REGULAR MEETING OF THE VESTRY
ALL SAINTS CHURCH, PASADENA**

April 2, 2019

PRESENT MaryAnn Ahart, Jay Belloli, Shelley De Leon, Sharyn Delahousie, Scott England, Will Gatlin, Christine Hartman, Tony Jackson, Mike Kinman, Max Molina, Dave Moreno, Gloria Pitzer, Isabel Ramirez, Brian Robinson, Monique Thomas, Edna Trigg, Judy Van Vleet, Derek Wan, Jim White, Bob Whitson, Steve Williams, Trula Worthy-Clayton

EXCUSED Samantha Harris, Grey Ingrassia, Dana Jones, Cathy Keig, Terry Knowles, Jenny Watts, Jim Albarano, Kelly O'Phelan

ALSO PRESENT Melissa Hayes, Keith Holeman, Christina Honchell, Sally Howard, Jeremy Langill, Susan Russell, Juliana Serrano, Kathy Onoye

GUESTS Kimberli Hudson, Eddie King, Rory Lowdermilk, Juan Mejia, Sarah Phillips

The meeting was called to order at 7:00 pm in Sweetland Hall by the rector. He opened with a period of silence. Kinman read each of the All Saints Values from the Vestry/Staff Conference. He asked the vestry to reflect on its meaning, what its look like and how it feels. He then asked the vestry to share their reflections in small groups. As we move forward the vestry will continue to be grounded in these values.

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

BUSINESS ITEMS

Approval of the Consent Agenda

- › Report of the Clerk and Committee Reports: It was moved, seconded and the vestry unanimously approved the consent agenda including the minutes and committee reports as received.

Report of the Treasurer

Pitzer reported that 2019 prepays were high in January and for the first two months we have 24.7% which is higher than the past 9 years. Open plate has been down but some have moved to pledging. The building usage has been high with an additional \$45 thousand for film shooting in March which brings us close to the annual budget.

Approval of 2018 Parochial Report

Russell distributed the report. It was moved, seconded and the vestry unanimously approved the parochial report.

Approval of New Vestry Member

Kinman reported that Terry Knowles has accepted the position of Director of Development and Giving, and Jim White is nominated to fill her unexpired term. Jim was approved by unanimous acclamation of the vestry.

Resolution to Grant Signature Authority

Honchell read the following resolution to clarify the authorized signers for investment accounts:

Resolution to Grant Signature Authority

WHEREAS, the Corporation desires to grant signing and authority to certain person(s) described hereunder.

REOLVED, that the Board of Directors is hereby authorized and approved to grant signing and authority to conduct business to any one of the following person(s): Mike Kinman, Christina Honchell, Roxie Bates, and Terry Knowles. The foregoing signing and authority granted shall include, but shall not be limited to, the Charles Schwab Investment Account (#1085-3295), and other investment accounts, including IRA's and other bequest instruments of whatever nature bequeathed or transferred to this Corporation.

The undersigned hereby certifies that she is the duly appointed and qualified Clerk of the Vestry of All Saints Church, Pasadena, California, a corporation duly formed pursuant to the laws of the state of California, and that the foregoing is a true record of a resolution duly adopted at a meeting of the Vestry and that said meeting was held in accordance with state law and Bylaws of the above named Corporation on April 2, 2019, and that said resolution is now in full force and effect without modification or rescission.

IN WITNESS WHEREOF, I have executed my name as Clerk and have hereunto affixed the corporate seal of the above-named Corporation this 2nd day of April 2019.

Kathy Onoye, Clerk

It was moved, seconded and the vestry approved the resolution.

Vestry/Staff Conference Therefores

England had the vestry reflect on what worked and what didn't work from the Vestry/Staff Conference. Many very positive comments on the conference and a few suggestions were shared.

FOUNDATIONAL GOALS

Ahart had the vestry work in small groups to discuss how we might get the congregation to engage in the four foundational goals.

WARDENS' REPORT

Ahart shared 2 stories on the impact All Saints has on individuals.

RECTOR'S REPORT

Kinman and Ahart shared a time to appreciate the retiring vestry: Jay Belloli, Samantha Harris, Dana Jones, Gloria Pitzer, Jenny Watts and Bob Whitson.

Kinman announced that Juan Mejia and Flor Quintanilla will co-chair the search committee for the new clergy. He also announced the committee members.

Kinman shared that at the Great Vigil Daniella Baker will be claiming a new name. He also shared that we will be working with Rev. Dr. Kelly Brown Douglas, the inaugural Dean of

Episcopal Divinity School at Union Theological Seminary, to develop ways for our two institutions to continue working together.

Kinman shared that there have been concerns about the outreach grants that have been cut this year due to budget. He distributed some talking points and the vestry had time to review and discuss them.

LOOSE ENDS

- › Hartman distributed a list to sign up for the Youth Dinner on May 5. You can set up, serve or clean up or financially support it. The best part is talking with our youth.
- › Honchell shared that Nancy Naecker is coordinating a volunteer thank you gathering on May 18.
- › Belloli shared that the Foster Youth Art Exhibit and sale will be on May 5 from 10-1:30

VISITOR COMMENTS & REFLECTIONS

- › Remember to share stories and not rush through Easter.
- › Translation of foundational goals will bring everyone on board.

COMMUNICATION BACK TO THE PARISH

- › Approved the Parochial Report
- › Approved Jim White as new vestry member to fulfill unexpired term of Terry Knowles
- › Had a deep dive into the Four Foundational Goals
- › Thanked retiring vestry members
- › Announced the appointment of a search committee to fill the open clergy position chaired by Juan Mejia and Flo Quintanilla.

ITEMS TO ENRICH THE PARISH

- › PACES will be the Forum on Sunday.
- › The vestry could use a tour of the campus.

APPRECIATIONS & REGRETS

- › Belloli appreciated his time on the vestry and has learned so much.
- › Whitson shared that it was an honor to serve and he said thank you.
- › Gatlin appreciated the new vestry members and their participation.
- › Hartman shared the impact of her daughter's experience as an acolyte and was thankful.
- › Delahousie thanked the ministry leaders.
- › Van Vleet felt it was an honor to serve with the retiring vestry. She thanked Serrano for the response to the budget cuts to P&J Community Outreach Grants.

The meeting was adjourned at 8:50 pm.

Respectfully submitted,
Kathy Onoye

Vestry Committee Reports

April Meeting 2019

Addendum to April 2, 2019 Vestry Minutes

NO REPORT

Buildings & Grounds
Pastoral Care Healing & Health
Peace & Justice / OCC
Personnel

FINANCE

The Finance Committee met on March 28, 2019 and reviewed financials for the first two months of 2019. We're ahead of our average receipts for the first two months of the year, due mainly to a higher than average pre-pay on pledges.

The Finance Committee reviewed the final budget as passed by the Vestry at their February meeting. Representatives from Church Investment Group, which manages our endowment and quasi-endowment investments made a presentation on our portfolio and their investment strategies in line with the ESG model (Environmental, Social and Governance) and gave an update on the portfolio performance.

CONGREGATIONAL DEVELOPMENT

Last Meeting: February 27, 2019

Next meeting: April 16, 2019 at 7pm

Welcome Ministry

- Welcome Cards received for February: 14
 - Interests checked
 - ✓ P&J: 8
 - ✓ Spiritual Formation: 7
 - ✓ Music: 1
 - ✓ CYF: 2
 - ✓ LGBTQ+: 3
 - ✓ 20's/30's: 3
 - ✓ Volunteering: 0
 - ✓ Fiction Fun: 0
- Welcome Bags for January
 - English: 21
 - Spanish: 6
 - Special Events – angel Kyodo Williams: 9
- Welcome Café – March 10, 2019
 - Six people attended the February Welcome Café which was staffed by Susan Russell and Dan McCarrel
 - Next Welcome Café is April 7 at 10:15am in the Guild Room

Parish Celebrations

- Shrove Tuesday Pancake Supper was a huge success. Parish Celebrations served approximately 140 folks pancakes and sausage
- Summer Fun!
 - Harvest Festival – June 30?
 - Jazz Vespers Reception – July
 - Episcopal Dodger Night – August?
- Homecoming – Sept 15, plans are underway for another amazing Homecoming reception

Leadership Support and Development Committee

- Upcoming Leadership Trainings/Events:
 - › Training for Facilitation of Small Groups: April 28, 2:30-4:00pm
 - › Ministry Leader Appreciation Event: March 31, 3:00-4:30pm. 40 Ministry Leaders are expected. Mike K to give a heartfelt thank you
 - ✓ We are asking Ministry Leaders to identify one success that their group has accomplished and identify their group's greatest challenge
 - ✓ Notes from this report out will be given to the Staff
 - › The Act of Listening: March 31 at 10:15-11:00am. This is the beta test of curriculum written by Jennifer Wyndam and the Leadership Support and Development Committee

Small Group Ministry

- Steve Williams, Robb Grimm, Nancy Reynolds, Jeremy L are putting together a curriculum resource database for small group facilitators
- New Small Group in the pipeline: Artist's Group

The Table – Faith Embodies: Spiritual Practices for Lent: March 14 through April 11, 5 consecutive Thursdays

New Member Class/Clase para Nuevos Miembros

- Winter NMC dates: March 15 – April 17
- 23 participants
- Mike K and Susan R have presented, next up is Christina H/Marianne R, Sally H and Juliana S
- 2 adults which to be baptized
- New members are welcomed to the church at the Easter Vigil, April 20

Senior Saints

- Valentine's Social at the Rectory was a hit! 45 Seniors participated
- Senior Saints attendance was above average for the presentation by Gloria Pitzer on March 7
- Senior Saints book study is the second Thursday of the month – they are currently reading "Becoming" by Michelle Obama
- Senior Saints Writing Workshop of Creating Personal Memoirs group meets the third Thursday of the month with 4-5 participants

20/30s

- 20's/30's Social Hour every first Thursday of the month at 7pm at various locations around town
- 20's/30's Bible Study on 3rd Thursday of the month from 7-9pm at Mary Lee Dula's home
- 20/30s Retreat at Camp Stevens on March 1-3 was went very well! 16 20's/30's participated. Centering Prayer was the featured presenter.

LGBTQ+

- LGBTQ+ Visioning Group is meeting monthly under the direction of Susan Russell
- *Let's Believe Together* Lenten Education Group led by Thomas Diaz. The LGBTQ+ Small Group is participating in this Lenten offering

Arena/My All Saints: Goal: The ultimate goal is to help the parish better connect and engage

Lawn Redesign

- The Connection Center officially opened on March 17
 - › Ministry groups are learning how to get their group in to the Connection Center – it will another month or two for the process to be nailed down
 - › We are continuing to direct parishioners to the Connection Center if they have questions regarding church and not just questions for the ministries present that day
 - › Flyer rack is available for ministries/small groups to place handouts
- The Hospitality Center (Sunday Morning Food Table and the coffee) are on the northeast portion of the quad lawn area
- Welcome Center continues to work well on the southwest corner of the quad
- Please stay tuned as we add hightop tables, café tables and kid's table

CHILDREN, YOUTH & FAMILIES

Notes from February 19 CYF Committee Meeting

Committee Members Present: *Emily Dossett, Aleta Hancock, Samantha Harris, Christine Hartman, Jann Lacoss, Jeremy Langill, Janet Carol Norton, Derek Wan*

Guests Present: *Andre Henry, Mike Kinman, Kelly-Erin O'Phelan, Jenny Tisi*

1. Introductions
2. Possible CYF Sunday: Derek
 - a. Time to rethink CYF's traditional Sunday School registration day
 - b. Change to "CYF Celebration Sunday"
 - i. Showcase CYF programs offered at ASC and introduce church community to initiatives and work in Children's Ministry
 - ii. To encourage family participation – "family" in all configurations
 - iii. To recruit volunteers
 - iv. Focus on Children's Ministry: more than youth because there is already some space for them in liturgy, etc.
 - c. Focus on all children's programs
 - d. Church ideas for CYF Sunday
 - i. Rug in chapel gets larger footprint and childcare staff to bring little ones to service
 - ii. Decorate church with kids' artwork – similar to flowers
 - iii. Kids lead service
 - iv. At the end of 9 AM service, children's banner leads congregants to lawn
 - e. Education Hour:
 - i. Reappropriate forum and put it on lawn: rug in front of stage, theater seating, speakers / microphones, set up stage
 - ii. Program that showcases aspects of ministry
 - iii. Lawn activities: guided tours, arts and crafts station, lego build station, prayer tree
 - iv. Lawn tables: registration, Sunday school, parent culture, choir, youth program
 - f. Choir participation: Jenny
 - i. Could have a rehearsal on stage for kids who are interested
 - ii. Could have a longer rehearsal the week before to have them ready to sing one or two songs
 - iii. Could help recruit
 - iv. Also shows church members what the choir program is like
 - v. Have Jenny speak
 - vi. Have choir members say why they like it
 - g. Kelly-Erin:
 - i. Would like to add in "Family Fun"
 - ii. Have Sally talk about Godly Play and the psychology behind it
 - h. Discussion:
 - i. Strike a balance between talking and experiencing
 - ii. Jeremy: wants to keep it CYF and have a little bit of youth, but keep the focus on the children
 - iii. Make sure parents know what's available to them
 - iv. Also educate about the OWL program
 - v. Take this as a chance to connect with children in the larger community
 - vi. Make sure we include the 1PM congregation in this
 - vii. Make sure kids have a chance to meet their Sunday School teachers and see their room
 - viii. Make this the start of the program year
 - ix. Separate spatially the program from kids' activities?

3. Assistant Youth Minister:
 - a. Moved from part to full time
 - b. Candidate background and Q&A
4. Playground:
 - a. Old structure removed
 - b. Company: GameTime
 - c. Structure along the Euclid street wall
 - d. Along parking lot wall: six swings, including one infant and one ADA
 - e. Another swing area would have large, flat swing
 - f. Expanding wood chips to cover most of the space
 - g. Can build shade into the playground
 - h. Will add picnic tables with umbrellas for more shade – can be mounted into ground
 - i. Can contract the company to do yearly maintenance for all of this as well as Space Net; will transfer liability as part of this
 - j. Will certify in one year
 - k. Next steps:
 - i. Working on getting quote
 - ii. Take to Building and Grounds to review
 - iii. Recommendation to Finance Committee and then whole vestry to approve
5. New Families:
 - a. How do we get to know the new families?
 - b. Intentional about meeting new people, especially if they have new people with them
 - c. Jeremy did training for greeters
 - d. Make sure we can bring more connection to parents themselves
6. No parent culture this week
7. Next meeting: Tuesday, March 19
 - a. Janet to bring dinner
 - b. Jan to take notes

Notes from March 19, 2019 CYF Committee Meeting

Attendees: CYF Committee: Aleta Hancock, Samantha Harris, Jeremy Langill, Janet Carol Norton, Derek Wan *Guests:* Toni Boucher, Phil Naecker

Playground:

- We had to take out equipment in the north playground because it wasn't safe and up to code. The old equipment was also pulled from the back.
- Kelly is leading the project and has been working with a Pasadena consultant regarding options for replacement.
- Looking at inclusive pieces that don't involve moving the space net.
- Maintenance is also included in pricing, need to maintain the playground monthly regardless of what we do (playgrounds will be certified with highest level of safety).
- Need to figure out funding, including grants and how this works with PACES/Buildings & Grounds.
- Playground request to be presented to B&G meeting in April.
- CYF Committee in agreement that we need to capture the families who are here now especially because the New Member Class this year are mostly young adults and families. Can't wait for 2-5 years until new plan is figured out.
- CYF is thinking about how our programming can service what PACES is doing. The build is quick but the approval is what we are waiting for. It would be great for Summer Adventure in July.

B&G/PACES Feedback

- SCOTT HALL B&G CONCERNS - Scott Hall doesn't have heat, there's a coil system that can't be turned on as it may burn the building. You can't drink the water in Scott Hall. There is also an A/C problem. Potential solutions will be proposed.
- PACES SPACE PLANNING COMMITTEE BRAINSTORM - Toni asked to collect ideas on where CYF needs space for. What are our wishes? What are our needs?
 - Where is our family-centered space?
 - Where can the kids go as they get older? Where do they go hang out when they get older when they become college freshman? For space planning, is there a place to hangout before choir or acolytes? How do we encourage kids to have a place of their own? What is the "lawn space" for kids? Where can they go?
 - Maybe new couches/furniture in the Jr & Sr Rooms to send message to kids that it's yours and should be welcoming/comfortable.
 - Learning Center needs more than new carpet, as it's used by more than CYF. There are robes and boxes being stored in the Learning Center and elsewhere.
 - Children's Chapel should be closer to church, and how do we avoid kids climbing up stairs especially when the elevator doesn't work.
 - Sunday School classroom storage - Since the classrooms are multi-purpose use; is there a place for ownership in the space and belonging? Is there a way to schedule who uses what room so it's consistent and those ministry leaders can communicate with each other on how to use the room the best.
 - The walls in the Learning Center are difficult to put decorations up easily.
 - Is there a way to get sinks in every classroom for activities?
 - How are we improving our family room / cry room for services?
 - It would be great to have a gym, basketball hoops, furniture for kids versus adults. Lake Avenue Church has four stories.
 - Where is our welcoming space for Parent Culture?
 - Is there a way to have bathrooms on the same side of the wall as the kids' classrooms?
 - Need to keep in mind how the kids' choirs work and their needs.
 - We need to find a smart way to include youth in this discussion as well.
- Phil suggested that we should think about engaging folks to visit other churches, take photos, and bring ideas. One suggestion is a CYF building. It was raised that if there is a CYF Building, it would be great that it remains closer to the church. Jeremy mentioned that a lot of churches our size have dedicated spaces attached for Middle School, nursery, Sr HS and every grade. We have a similar number of people but we don't have a sprawl. If there are other ideas and thoughts, email to Aleta.
- Phil asking for more CYF focused individuals for PACES committees, Jeremy has a list for asks.

Interim Associate Youth Minister

Nina Scherer has accepted. She has three sons in the program. She has a degree in child education, former youth minister. After Jeremy's paternal leave, he will look at what will happen about this position. Jeremy working on parental leave plan for about 16 weeks.

CYF BBQ – Wednesday, May 29th

We need to think ahead on this. Jeremy has created department-wide gmail accounts and will transfer everything out of personal account and then move to google accounts with the checklist of what needs to be done for this event while Jeremy is on paternity leave.

ASC.CYF is the new gmail account! BBQ will pretty much look the same, and we will get a bounce house for 2-5 from Magic Jumpers (and the traditional one with the slide that the older kids like). Event has grown to 200+ so we need to look at speakers. This event is on the lawn and has been outgrown that space but it's a success and we don't know where else to go. Get ready to use your google drive!

Our Whole Lives (O.W.L.)

We were able to secure trainers for K-HS portions, four trainers. An email will go out in August and we will get everyone trained. Unitarian Church will also join us in this training. It's budgeted for and Vestry approved. The hope is to launch Grades 4-5 and possibly K-1 for Fall and next year Middle School. Ruth and Kimberly are working hard at this.

GIVING

	2018 Campaign	2019 Campaign
Renewals	3/13/2018	3/22/2019
Total Renewals	898	807
Renewal Amount	\$3,637,305	\$3,290,735
Average Renewed Pledge	\$4,050	\$4,078
<i>Same Pledges Compared to Prior Year:</i>		
Prior Amount	\$3,432,431	\$3,367,333
Total Increase Amount	\$204,874	-\$76,598
Percent Change	5.97%	-2.27%
New Pledges		
Total New Pledges	100	136
New Pledge Total	\$127,318	\$172,509
Average New Pledge	\$1,273	\$1,268
Amount Change		\$45,191
Non-Renewals		
Total Non-Renewals	55	39
Non-Renewal Amount	\$141,282	\$107,529
Average Non-Renewal	\$2,569	\$2,757
Amount Change		-\$33,753
Total		
Total Pledges	998	943
Total Pledged	\$3,764,623	\$3,463,244
Average Pledge	\$3,772	\$3,673
<i>Compared to Prior Year:</i>		
Amount Change		-301,379
Percent Change		-8.0055%
Outstanding		
Pledging Units	197	193
Amount	\$293,048	\$372,013

	2019 Budget	2019 Actual YTD
	1/18/2019	3/22/2019
Gross Pledge (at Budget)	\$3,235,628	\$3,235,628
New Pledges (after Budget)	\$100,000	\$67,495
Late Renewals	\$256,000	\$142,475
Increases Since Budget	\$14,602	\$17,647
Decreases Since Budget	\$0	\$0
Total Gross Pledge	\$3,606,230	\$3,463,245
<i>Minus 4.2% Delinquency</i>	\$151,462	\$145,456
Net Pledge Amount	\$3,454,768	\$3,317,788
Income Reporting as of 3-22-19:		
Non-Pledge Support*	\$160,000	\$37,779
Late Payments*	\$40,000	\$64,255
Special Gifts	\$230,000	\$35,060
Open Plate	\$150,000	\$19,806
Foundations	\$0	\$0
Special Offerings Total	\$112,000	\$10,852
Easter	\$32,000	\$0
Christmas	\$50,000	\$682
Bequest	\$20,000	\$10,000
Memorial	\$5,000	\$170
Mail	\$5,000	\$0

*Included in pledge line in budget.