

REGULAR MEETING OF THE VESTRY
ALL SAINTS CHURCH, PASADENA
June 25, 2019

PRESENT MaryAnn Ahart, Shelley De Leon, Sharyn Delahousie, Scott England, Will Gatlin, Christine Hartman, Kelsey Hekman, Kimberli Hudson, Tony Jackson, Cathy Keig, Eddie King, Mike Kinman, Juan Mejia, Max Molina, Dave Moreno, Monique Thomas, Edna Trigg, Judy Van Vleet, Steve Williams

EXCUSED Grey Ingrassia, Rory Lowdermilk, Sarah Phillips, Isabel Ramirez, Brian Robinson, Jim White, Trula Worthy-Clayton, Jeremy Langill, Juliana Serrano,

ALSO PRESENT Jim Albarano, Melissa Hayes, Keith Holeman, Christina Honchell, Sally Howard, Terry Knowles, Nancy Naecker, Kelly O'Phelan, Susan Russell, Kathy Onoye

The meeting was called to order at 7:00 p.m. in the Sweetland Hall by the Rector. The vestry went outside on the lawn to focus and Kinman then offered the opening prayer.

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

Albarano reported that the financials were a little down in April but we are doing fine with 38% of budget collected. The building usage has been good within \$6 k of annual budget. We need parishioners to keep up with their pledges during the summer months.

Fall Giving Campaign

Knowles reported that a Giving Advisory Group has been formed. The mission, purpose, responsibilities and members of the advisory have been developed and distributed to the vestry. The role of the vestry is generosity in giving and communicating to the parish why we give. She distributed the 2020 Fall Campaign Timeline. The campaign begins in October. There will be follow-ups in November and a silent December. Presentation Sunday will be January 26. The renewed Legacy Wall will be a 10' x 10' watercolor high resolution print behind 5 panels with names. Dedication of the wall will be on Thursday, September 5.

IMMIGRANT SANCTUARY DISCUSSION

Kinman reviewed the values of All Saints. Four working groups have formed to support our values and provide resources as a sanctuary church. Following discussion it was moved and seconded that the vestry support the action of the Rector to declare All Saints a sanctuary church. The vestry unanimously supported this action.

GOVERNANCE DOCUMENT

Kinman reviewed the governance document, explaining that All Saints Church is bound by the constitution and canons of the Episcopal Church. The document provides support and accountability; it defines roles and responsibilities. The vestry reviewed the document and asked questions. Kinman asked the vestry for any thoughts and comments.

FOUR FOUNDATIONAL GOALS

Determining our Values, Mission and Vision

Jackson reviewed the work done on the values and the many meetings held to get input from the parishioners. The values were then read in English and Spanish. It was moved, seconded and the vestry unanimously approved the values of All Saints Church. Many thanks to Tony Jackson and the committee for their work. On August 27 there will be a called vestry meeting to begin the process of setting the vision. They asked the vestry to think of 3-5 tangible ways to engage the values. What is the ASC vision?

Address Serious Staffing Capacity Issues

Kinman reported that every employee job description is being developed. They are working in groups and using a common template. There will be work on the mutual ministry review and salary structure. They are looking for just wages, salaries and benefits. The search committee is working on the two associate rector positions. Interviews are being scheduled on site in August.

Provide Safe, Welcoming Space for Ministry

Schild introduced Blaine Cavena who is on the PACES External Review Board, which gives feedback to the core team about the work and asks questions. Work is currently done that was approved by the vestry. Tours are continuing. They would like the vestry to encourage their groups to attend one of the tours.

Inspire Congregational Leadership & Development

Naecker reported that the Small Group Steering Committee is working on a structure and training for facilitators. There is work with the coordinators to make consistent format. They are working to build lasting connections and promoting leadership. There have been around 300 small groups thus far this year. There will be a series of 3 listening sessions in July.

PLAYGROUND PROPOSAL

Hartman shared the CYF Committee proposal for funds for playground equipment and installation. It was moved and seconded and following discussion the vestry unanimously approved spending up to \$152,000 from Capital Campaign Funds for immediate use to order and install playground equipment in the north yard. This has been reviewed by CYF, PACES, Capital Campaign Finance, and the vestry Finance Committee and unanimously passed by each committee. Thanks to Christine Hartman, Kelly O'Phelan, Scott England and all those involved in moving this along. The plan is to have it installed by September 1 for CYF Sunday.

WARDENS' REPORT

No report this month and no executive session this evening.

RECTOR'S REPORT

Kinman shared that he will begin his vacation on Monday and be gone through July. He will be here for the UBE Conference and the service on Wednesday, July 24 at All Saints. This Sunday Bishop Taylor will be in the Rector's Forum.

LOOSE ENDS

None

VISITOR COMMENTS & REFLECTIONS

- › RJAB appreciated the support of the sanctuary proposal.
- › Latinos thanked vestry for supporting ASC Sanctuary. It is a work of God.
- › Proud to be here and associated with ASC. You Rock.

COMMUNICATION BACK TO THE PARISH

- › Unanimous approval of the Playground Equipment – not departing from, but in conjunction with, PACES.
- › Unanimous approval of ASC 4 Core Values
- › Unanimous affirmation of the Rector making ASC a Sanctuary Church
- › UBE service at All Saints on Wednesday, July 24.
- › Moving to interviews with associate rector candidates.
- › Celebration to see joy abound as it is about the little ones and a safe accessible playground.

APPRECIATIONS AND REGRETS

- › Hartman was pleased by the discussion and dealing with the tough questions.
- › Van Vleet thanked Tony Jackson and the committee for their work.
- › Hudson commended the work of Hartman and O'Phelan. It was well done.
- › Kinman thanked the leaders in the vestry that stepped up especially in light of the sanctuary position. Many took leadership in pulling together supplies, finding resources, reaching out to other communities including legal and our peace & justice committees. He thanked those who worked on the playground and all the other projects with Juliana Serrano and Jeremy Langill out. Kinman was able to move forward with our wardens, staff and vestry leading the issues.
- › Molina appreciated all the presentations. They were informative.
- › Ahart thanked PACES for the tours and for the work that they are doing.

The meeting was adjourned at 9:35p.m. with a closing prayer by Steve Williams

Respectfully submitted,
Kathy Onoye

Vestry Committee Reports

July Meeting 2019

Addendum to June 25, 2019 Vestry Minutes

NO REPORT

Buildings & Grounds

Finance

Pastoral Care Healing & Health Spiritual Growth

Peace & Justice / OCC

CHILDREN, YOUTH & FAMILIES

Present: Aleta Hancock, Christine Hartman, Grey Ingrassia, Rory Lowdermilk, Janet Carol Norton, Nina Scherer, Derek Wan

Playground

- Christine updated the committee on the newest playground proposal based on meetings from the small working group.
- The group discussed the viability of mobile options for the playground area instead of a permanent structure. The group unanimously agreed that proposing a permanent structure was best especially in light of the core values.
- The group provided additional feedback on the motion, to be presented at the Finance Meeting on 5/30, pending final Buildings and Grounds recommendation.

Upcoming Events

CYF BBQ – Wednesday, May 29

- Christine gave a final rundown of the schedule, thanked everyone for signing up.

CYF Celebration Sunday – September 8, 2019

- Derek is continuing to communicate with everyone about the different elements of the celebration. He will not be in town during this time, so will allocate responsibilities ahead of that time.
- We will be in Sweetland Hall for the program portion of the morning, during the 10:15 education hour. We will feature choir, Godly Play, and Children's Chapel.
- We will have sign-ups and other tables/information on the lawn and/or in the covered hallway.
- Derek is talking with Mike about including kids in the sermon portion of the services, as well as oblations.
- The Sunday will coincide with blessings of the backpacks.
- Derek is continuing to reach out to the 1:00 p.m. community to make sure that they are part of the celebration.
- Derek is working on a punch list for the event.

Loose Ends

- Janet reminded the group that Parent Culture will be meeting informally in Scott Hall over the summer, with no formal facilitator.
- For the first part of the 2019-20 program year, the committee will take a break from providing dinner. Meetings will continue to start promptly at 7:00 p.m.
- Welcome bags – should have a CYF flier to include. Christine will talk with Kelly/Nina about how to work this into a communications plan.
- Next meeting will focus primarily on calendar review, CYF Sunday and OWL. Please review the calendar before next meeting and bring ideas/feedback for 2019-20.
- Please plan to attend the forum on Sunday, June 2, where we will be discussing OWL. Also come hear our amazing youth preachers that day!

Next meeting is on Tuesday, June 18.

PERSONNEL

- Job Description (PHASE I): Each staff member reporting to the Rector has completed a JD template and participated in a process to establish a priority raking for chief responsibilities and required task.
- Performance review components and procedures have been outlined and include yearly self-evaluations and quarterly, collaborative progress checks. The overall goal is to produce a user-friendly template which is both comprehensive and concise.
- Job Description (PHASE II): Last week administrative assistants, communications, technical support and building and grounds supervisors were formally introduced to the JD process and will spend much of the summer detailing task/responsibilities and job priorities.

CONGREGATIONAL DEVELOPMENT

Last Meeting: June 18, 2019

Next meeting: August 20, 2019

Welcome Ministry

- Welcome Cards received for June: 6
 - › Interests checked
 - ✓ P&J: 6
 - ✓ Spiritual Formation: 1
 - ✓ Music: 1
 - ✓ CYF: 1
 - ✓ LGBTQ+: 2
 - ✓ 20's/30's: 2
 - ✓ Volunteering: 1
 - ✓ Small Groups: 1
- Welcome Café June 15
 - › Staff rep – Melissa Hayes
 - › 3 attended
 - › Next Welcome Café is July 14. Staff rep is Nancy Naecker

Parish Celebrations

- Summer Fun!
 - › Harvest Festival – June 30
 - › Jazz Vespers Reception – July 16
 - › Episcopal Dodger Night – Sept 6
- Homecoming – Sept 15
 - › Theme: Singing a New Song
 - › Food: CPK

Leadership Support and Development Committee

- › The Practice of Listening: July 14, 21, and 28 from 10:15-11:00]
- › Training on Leading a Ministry or Committee: August 25, 2:30 – 4:30pm

Small Group Ministry

- 300 parishioners have participated in small groups so far this year

New Member Class

- Summer NMC dates: 25 participants
- New members welcomed at the 11:15am service on June 30
- New Member Class reception is on Sunday, June 30 at the Kinman home
- Some NMC folks are having a lot of questions re: what does membership mean

Senior Saints

- June 7 Norton Simon Museum Field Trip – 30 seniors attended – great time
- July 19 Movie Night in the Guild Room
- Still mulling over the transportation issue with some of our seniors – we have offered them ride sharing Uber/LYFT (at church expense) and they are hesitant and unfamiliar. This would be an ideal option financially and logistically.

20's/30's

- June 6 – Game Night at a fellow 20's/30's home – 6 new 20's/30's
- July 7 – Games on the Lawn 10:15 – 11:15am
- July 28 – Pool Party at the Voorhees home, 2-5pm
- August 4 – Games on the Lawn, 10:15 – 11:15am
- August 17 – Pool Party at the Hekman home, 2-5pm

LGBTQ+

- LGBTQ+ has launched a church-wide survey for LGBTQ+ ID and ally
- Please share with all your groups – link on the church website

Women's Community

- Voices of the Heart Luncheon on June 22 featuring Margaret Sedenquist

Arena/My All Saints

- Goal: The ultimate goal of Arena/My All Saints is to help the parish better connect and engage
- Nader Elderhaby and Amanda Perez are training all Directors of Ministries on note taking in Arena in June
 - › The goal is to help staff to better know parishioners and for continuity of history

Lawn Redesign

- The Connection Center
 - › New location on lawn started on June 2 under the green canopy. Feedback so far has been positive
 - › Need to work next on uniform signage
 - › Designing new role: Connection Center Hosts. Currently we are writing job description and developing a training module
- The Lawn Experience
 - › The addition of socializing areas and games on the lawn have been generally positively received by parishioners.
 - › Sample tables have not arrived :-)

The Table – Basic Anglicanism / aka The New Member Class

- The next round of planning begins in July
- Committee: Sally Howard, Mike Kinman, Kelly O'Phelan, Ella Baker, Brian Robinson, Jim White, Thomas Diaz, Jenny Berman, Nancy Naecker

GIVING

Renewals	2018 Campaign	2019 Campaign
	6/21/2018	6/13/2019
Total Renewals	914	814
Renewal Amount	\$3,674,601	\$3,316,235
Average Renewed Pledge	\$4,020	\$4,074
<i>Same Pledges Compared to Prior Year:</i>		
Prior Amount	\$3,469,015	\$3,390,833
Total Increase Amount	\$205,586	-\$74,598
Percent Change	5.93%	-2.20%
New Pledges		
Total New Pledges	109	141
New Pledge Total	\$148,289	\$180,029
Average New Pledge	\$1,360	\$1,277
Amount Change		\$31,740
Non-Renewals		
Total Non-Renewals	58	40
Non-Renewal Amount	\$145,382	\$112,029
Average Non-Renewal	\$2,507	\$2,801
Amount Change		-\$33,353
Total		
Total Pledges	1023	955
Total Pledged	\$3,822,890	\$3,496,264
Average Pledge	\$3,737	\$3,661
<i>Compared to Prior Year:</i>		
Amount Change		-326,626
Percent Change		-8.5439%
Outstanding		
Pledging Units	179	182
Amount	\$255,214	\$334,053

	2019 Budget	2019 Actual YTD
	1/18/2019	6/13/2019
Gross Pledge (at Budget)	\$3,235,628	\$3,235,628
New Pledges (after Budget)	\$100,000	\$75,015
Late Renewals	\$256,000	\$166,874
Increases Since Budget	\$14,602	\$19,647
Decreases Since Budget	\$0	-\$900
Total Gross Pledge	\$3,606,230	\$3,496,264
<i>Minus 4.2% Delinquency</i>	\$151,462	\$146,843
Net Pledge Amount	\$3,454,768	\$3,349,421
Income Reporting as of 5-31-19		
Non-Pledge Support*	\$160,000	\$65,822
Late Payments*	\$40,000	\$68,205
Special Gifts	\$230,000	\$37,428
Open Plate	\$150,000	\$47,436
Foundations	\$0	\$0
Special Offerings Total	\$112,000	\$44,365
Easter	\$32,000	\$33,353
Christmas	\$50,000	\$682
Bequest	\$20,000	\$10,000
Memorial	\$5,000	\$230
Mail	\$5,000	\$100

*Included in pledge line in budget.

Notes :

- Left columns are pre-budget, and right columns are post-budget approval.
- 'New Pledge' numbers will not match, as some of pre-budget total is included in 'Gross Pledge.'
- 'Open Plate' YTD increased \$9K over the last report.
- As of this Report, the YTD variance from budet is [\$171,320], a \$14K improvement since the last report.