

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

August 4, 2020

PRESENT MaryAnn Ahart, Pat Coulter, Gary DePew, Thomas Diaz, Hannah Earnshaw, Adelaide Esseln, Kimberly Farnham, Will Gatlin, Charis Graham, Christine Hartman, Julianne Hines, Mike Kinman, Art McDermott, Juan Mejia, Norweeta Milburn, Max Molina, Dave Moreno, Rosemary Muñiz, Sarah Phillips, Brian Robinson, Monique Thomas, Jim White, Steve Williams, Risë Worthy Deamer

EXCUSED Kimberli Hudson, Eddie King, Rory Lowdermilk, Isabel Ramirez, Alfredo Feregrino, Terry Knowles, Juliana Serrano

ALSO PRESENT Jim Albarano, Melissa Hayes, Keith Holeman, Christina Honchell, Sally Howard, Jeremy Langill, Kelly Erin O’Phelan, Susan Russell, Kathy Onoye

The meeting was called to order at 6:00 pm by the Rector using Zoom Webinar. Kinman asked the vestry to take a period of silence. Kinman focused on Exodus 15: 22-26. We have hard work to do and we need to trust in God, trust in each other and trust in ourselves. Being All Saints and living our values is hard, and it can also be a great time for our church to envision the future. He offered a prayer.

Kinman thanked the visitors who were online for the webinar.

The vestry read the mission statement of All Saints Church aloud together.

**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 9-year analysis shows we have collected 50% of our budget and we are on track for the year. Pledges are coming in and we are ahead year to date. There is a drop in open plate income because we’re not in church. We do get some donations during zoom services. There are savings in personnel due to open positions. Less has been spent on programs due to changes in operations and programming.

Giving

Mejia reported that the 2021 campaign will launch on October 18. The likely goal is \$3 million pledges based on revised foundational goals-related restructuring. All vestry need to be prepared to make their pledge before September 30.

Racial Justice Advisory Board (RJAB) Status Report

Barbara DuBransky reported that there is a new vestry RJAB working group being formed. The group includes Kim Farnham, Jim White and Norweeta Milburn from vestry. RJAB representatives are Bonnie Rice, Burt Voorhees and Johari DeWitt. RJAB is recruiting new members, especially

some younger members. Suggestions from vestry are welcome. They will have a retreat on August 22. DuBransky was thanked for her work.

### Safe Haven Update

Kinman introduced Shawn Morrissey, Director of Advocacy and Community Engagement for Union Station, our partner in the Safe Haven program. The vestry has watched the campus tour video shared by Kinman prior to the meeting. Kinman reported on current progress and outreach being done with the city and other churches. We had a high of 50-60 people on campus in June, and now we have about 20-25 people. The City is supportive of the work.

Howard reported on community meetings with the current un-housed residents once a week. They have COVID-19 testing twice a week through Keck medical and thus far all tests are negative. She reported that they have been working with Buildings & Grounds, maintenance and staff.

We have received \$25,000 from the Pasadena Community Foundation for the Safe Haven program. The current Safe Haven Bridge to Housing Committee includes Erica Tamblyn as chair, staff members Kelly Erin O'Phelan, Gloria Lopez, and Sally Howard; vestry members Risë Worthy Deamer, Max Molina and Kim Farnham; Union Station staff Shawn Morrissey and Emily Aguirre; and community members Gloria Antoll and Marilyn Coffman.

Kinman shared that he has been working with Pasadena First United Methodist Church and they have been running a similar program for two years. Morrissey commended All Saints' Safe Haven Program. Kinman commended Sally Howard for her work.

### Wardens Planning Task Force Update

Kinman shared a document that explains the foundation of the staffing, program and budget process. The presentation will be sent to the vestry for review. It reviews the progress made thus far in relation to our goals. It connects the planning assumptions with programs and budget. Our projection is a \$1 million reduction in income. We identified the core functions of All Saints Church.

Mejia shared the work of the task force thus far. There has been much work happening in meetings taking place twice a week. Thomas shared the plan for the next few weeks with executive sessions and individual meetings with vestry members. Confidentiality was emphasized.

Kinman asked the vestry to thoroughly review the values, mission, guiding principles, foundational goals, and staff and task force feedback. Kinman and the wardens will be meeting soon with each vestry member individually.

### Congregational Survey Initial Report

Nearly 600 surveys were completed. They will be looking at the results in the next few weeks. The survey reflected thoughts on virtual worship and current stewardship realities. Kinman thanked Melissa Hayes and Keith Holeman for their work on the virtual worship.

### **LOOSE ENDS**

- Esseln asked the vestry to send in the vestry encyclopedia responses. She will resend it.
- Kinman will hold another Town Hall meeting this Saturday, August 8, at 9 am.

## **COMMUNICATION BACK TO THE PARISH**

- Safe Haven Update
- Wardens Planning Task Force Update
- Share the video on Safe Haven

## **APPRECIATIONS & REGRETS**

- Williams thanked Adelaide Esseln and the vestry zoom social planning committee including Kelly Erin O’Phelan, Charis Graham, Jeremy Langill, and Nancy Naecker. The social was fantastic. Thank you.
- Williams regretted that we couldn’t be together to honor the passing of John Lewis.
- Diaz commended Nancy Naecker for the wonderful work that she has done with congregational development.
- Esseln is proud that she just got her driver’s license.
- White says there is a prayer for those who get their driver’s license.
- Thomas commended Beyoncé for “Black Is King”. It is amazing.
- Graham commended Netflix for “Love on the Spectrum”. She was overjoyed.
- Kinman shared prayers for Melissa Hayes on the loss of her father and Sally Howard for the loss of her brother Tom.

The meeting was adjourned at 7:30 p.m. with a closing prayer by Susan Russell.

Respectfully submitted,  
Kathy Onoye

# Vestry Committee Reports

*August Meeting 2020*

*Addendum to August 4, 2020 Vestry Minutes*

## **NO REPORT:**

Children, Youth & Families  
Finance  
Pastoral Care Healing & Health  
Peace & Justice / OCC  
Personnel

## **BUILDINGS & GROUNDS**

Building & Grounds has been almost 100% focused on our guests experiencing homelessness and the new bridge plan previously presented by Mike to the Vestry. We continue to work out the details of enforcement to the rules Union Station has helped draft. As well we have been researching and discussing the purchase of lockers for our guests. As Mike and Sally have informed, the hope is the locker costs will be covered by grants still in the works. We are always in conversation about deferred maintenance and are also in consultation with Judson Studios to repair our broken stained glass.

## **CONGREGATIONAL DEVELOPMENT**

Last Meeting: June 23, 2020

Next meeting: August 18 at 6pm via Zoom

### **Welcome Ministry**

- Welcome Cards received for July: 8
  - Interests checked
    - ✓ P&J: 5
    - ✓ Spiritual Formation: 3
    - ✓ Music: 1
    - ✓ CYF: 2
    - ✓ LGBTQ+: 4
    - ✓ 20's/30's: 1
    - ✓ Volunteering: 1
    - ✓ Women's Community: 2
    - ✓ Small Groups: 0
    - ✓ PCHH: 2
    - ✓ Senor Saints: 2
- Virtual Welcome Bags distributed in July: unknown
- Welcome Café – held on July 12
  - Staff Rep: Nancy Naecker, Greeter: Jenn McGaw and Shizzie Akasaki
  - 4 person attended
  - Next Welcome Café is Sept 13
- “Thank you for streaming and Welcome to All Saints” are no longer going out. Last month saw no return. We will keep an eye on the streaming numbers and may restart in September.

### **Greeters**

- Greeters have formed 5 Sunday Teams. Teams Leaders are Lynn Braswell (1<sup>st</sup> Sunday), Walter Little (2<sup>nd</sup> Sunday), Dan McCarrel (3<sup>rd</sup> Sunday), Sharyn Delahousie (4<sup>th</sup> Sunday) and Peter Hulit (5<sup>th</sup> Sunday). Each team has at least 3 greeters. The goal is to staff at least 4 per Sunday.
- Peter Hulit is stepping down as the Greeter co-leader and Jenn McGaw has graciously agreed to step in as a Greeter co-leader with Dan McCarrel and Cindy Bishop. New virtual greeters are Lisa Killen, Diane Stokes and Jose-Louis Trassens.

### **Hispanic/Latino Ministry**

- CRT is calling everyone on the historic 1pm service list in Arena. Flor and Rosemary are chairing this ministry.
- Data will be collected and a new list for 1pm will be created
- Alfredo is concentrating on the Sunday 1pm liturgy.

### **Parish Celebrations**

- All Parish Trivia night is scheduled for Aug 14 from 7-8pm. Will be on Zoom webinar hosted by Christine Cox. Walter Little will run the Kahoot game. Prizes for the winners. The questions will be coming from All Saints History, Episcopal Church History, our campus and buildings and ministry groups.
- Homecoming theme: Share Your Joy. Larry Gonzalez, Jim Jansen, Jessica Murray (20's/30's), Kyle Johnson (20's/30's) and Susan Russell met to plan the Coffee Hour video. They are asking parishioners to submit a short 15 second video clip of themselves doing something that has given them joy. Jessica will edit the video and Kyle will put it to music.

### **Women's Community**

- Amanda and Nancy have reached out to Britta to update the Women's Community roster in Arena.

### **Feast & Friendship**

- Five very successful July online events hosted by various parishioners: Marshall Rutter, MaryAnn Ahart, Susan Houser, Monica Hubbard, Charles Foster, Pamela Tartaglio and the Barry Family.
- Thanks to Jane Brust and her F&F committee

### **Leadership Support and Development Committee**

- Two successful Ministry Leader Socials on June 26 and July 7. All Ministry Leaders who attended where sent a follow up email by LS&D
- Ministry Leaders where asked how things are going with their groups. All comments were recorded and will be sent to Alfredo and the staff representative for the group. The two recurring themes:
  - Communication of ministry events to the wider parish
  - Staff not answering their emails

### **Small Group Ministry**

- New Small Group was formed after the Getting Connected Class called "Continue to Connect". Facilitator is Jenny Berman.

### **Getting Connected: An introduction to All Saints**

- Fall Getting Connected Class is scheduled for October 9 thru Nov 8. Thomas Diaz will lead it.
- Returning facilitators: Jenny Berman and Margaret Carter. New facilitator: Katharine West. Asks out to: Walter Little and Gloria Antall.

### **Senior Saints**

- Juliana Serrano was the featured speaker on July 2. No Senior Saints in August.

### **LGBTQ+**

- Continuing to meet via virtual social hours

### **Website Redesign Committee**

- Members are Keith Holeman, Nader Eldahaby, Kimberly Farnham, Sarah Phillips, Thomas Diaz, Nancy Naecker and Jason Lockett
- Web Developer is Savage Digital. Proposal and fund request was passed by Finance Committee and Vestry.
  - Requirements for new website
    - Users should be able to learn about ASC's values and offering from the homepage, and easily be able to search and navigate the site to find what they need on any device.
    - Users should be able to easily find and use our streaming services.
    - Users should be able to easily navigate the calendar to discover and sign up for events.
  - Nice-to-haves
    - Users should be able to easily translate by using automated translation tools or to be able to switch to a Spanish language version on our site (where highly-trafficked pages have been manually translated).
    - Users should be able to find online petitions and or advocacy tools.
    - All Saints staff would like to be able to easily generate newsletters from content on the website, including events, and distribute via email or printed newsletter.

**GIVING**

|   | 2019 Campaign | 2020 Campaign |   | 2020 Budget | 2020 Actual YTD |
|---|---------------|---------------|---|-------------|-----------------|
| <b>Renewals</b>                             | 7/15/2019     | 6/23/2020     |   | 2/12/2020   | 7/29/2020       |
| Total Renewals                              | 814           | 737           | Gross Pledge (at Budget)                | \$3,244,410 | \$3,244,410     |
| Renewal Amount                              | \$3,316,585   | \$3,157,721   | New Pledges (after Budget)              | \$80,000    | \$34,157        |
| Average Renewed Pledge                      | \$4,074       | \$4,285       | Late Renewals                           | \$85,800    | \$39,520        |
| <i>Same Pledges Compared to Prior Year:</i> |               |               |   |             |                 |
| Prior Amount                                | \$3,390,333   | \$3,124,837   | Increases Since Budget                  | \$0         | \$8,250         |
| Total Increase Amount                       | -\$74,098     | \$32,885      | Decreases Since Budget                  | \$0         | -\$620          |
| Percent Change                              | -2.19%        | 1.05%         | Total Gross Pledge                      | \$3,410,210 | \$3,325,717     |
|   |               |               | Minus 2.5% Delinquency                  | \$85,255    | \$83,143        |
| <b>New Pledges</b>                          |               |               | Net Pledge Amount                       | \$3,324,955 | \$3,242,574     |
| Total New Pledges                           | 142           | 128           | <i>Income Reporting as of 5-31-2020</i> |             |                 |
| New Pledge Total                            | \$182,529     | \$167,996     | Non-Pledge Support*                     | \$190,000   | \$86,189        |
| Average New Pledge                          | \$1,285       | \$1,312       | Late Payments*                          | \$50,000    | \$39,852        |
| Amount Change                               |               |               | Special Gifts                           | \$280,000   | \$35,725        |
|   |               |               | Open Plate                              | \$130,000   | \$34,812        |
| <b>Non-Renewals</b>                         |               |               | Foundations                             | \$0         | \$784           |
| Total Non-Renewals                          | 40            | 35            | Special Offerings Total                 | \$112,000   | \$43,711        |
| Non-Renewal Amount                          | \$112,029     | \$73,243      | Easter                                  | \$32,000    | \$41,272        |
| Average Non-Renewal                         | \$2,801       | \$2,093       | Christmas                               | \$50,000    | \$591           |
| Amount Change                               |               |               | Bequest                                 | \$20,000    | \$0             |
|   |               |               | Memorial                                | \$5,000     | \$1,798         |
| <b>Total</b>                                |               |               | Mail                                    | \$5,000     | \$50            |
| Total Pledges                               | 956           | 865           | *Included in pledge line in budget.     |             |                 |
| Total Pledged                               | \$3,499,114   | \$3,325,717   |   |             |                 |
| Average Pledge                              | \$3,660       | \$3,845       |   |             |                 |
| <i>Compared to Prior Year:</i>              |               |               |   |             |                 |
| Amount Change                               |               | -173,397      |   |             |                 |
| Percent Change                              |               | -4.9554%      |   |             |                 |
|   |               |               |   |             |                 |
| <b>Outstanding</b>                          |               |               |   |             |                 |
| Pledging Units                              | 182           | 189           |   |             |                 |
| Amount                                      | \$334,053     | \$308,965     |   |             |                 |

**Notes:**

- The top three lines in the far right column are as of 7/29/20 and show incremental changes since the last report on 7/16/20. They include one late renewal and two new pledges.
- The cells in light green when totaled represent the FY20 Pledge Income budget (\$3,564,955). The cells in light blue when totaled show where we are YTD with Pledge Income (\$3,368,615). YTD variance is [\$196,340], a slight improvement since the last report.
- Income has not changed since the last report, because it is as of 6/30. The 7/31 report will show a \$100,000 memorial gift.