

REGULAR MEETING OF THE VESTRY
ALL SAINTS CHURCH, PASADENA
January 26, 2021

PRESENT MaryAnn Ahart, Pat Coulter, Thomas Diaz, Hannah Earnshaw, Adelaide Esseln, Kimberly Farnham, Will Gatlin, Charis Graham, Christine Hartman, Kimberli Hudson, Eddie King, Mike Kinman, Elizabeth Lashley-Haynes, Rory Lowdermilk, Art McDermott, Juan Mejia, Norweeta Milburn, Max Molina, Dave Moreno, Rosemary Muñiz, Isabel Ramirez, Monique Thomas, Jim White, Steve Williams, Risë Worthy Deamer

EXCUSED Gary DePew, Julianne Hines, Nina Scherer,

ALSO PRESENT Jim Albarano, Alfredo Feregrino, Melissa Hayes, Keith Holeman, Sally Howard, Mike Kinman, Terry Knowles, Kelly Erin O'Phelan, Susan Russell, Juliana Serrano, Kathy Onoye

The meeting was called to order at 6:01 p.m. by the rector using Zoom Webinar. He asked for a few minutes of silence. He read a passage from Luke 3:21-38. In the genealogy of Jesus Christ, the women's names were reinserted into the text by Dr. Wil Gafney in her new lectionary. Our values are that we walk with the revolutionary Jesus. These women are marginalized and heroic. God favored them and they survived. Who are the abused survivors now? He offered an opening prayer.

Howard thanked the visitors who were online for the webinar.

Kinman rearranged the agenda to allow for all business to be completed prior to the vestry moving into executive session for the approval of the 2021 budget.

Mejia welcomed Kinman back and the vestry read the mission statement of All Saints Church.

BUSINESS ITEMS

Approval of new member to fulfill Sarah Phillips' term

Mejia nominated Elizabeth Lashley-Haynes to fill Sarah Phillips' unexpired term. It was moved and seconded. Lashley-Haynes shared briefly and the vestry unanimously approved her nomination.

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 are in the black approximately \$235,000 at the end of the year. Final financials should be ready for next vestry meeting.

Announcement of next Senior Warden

Kinman thanked Mejia for the amazing job as senior warden. He then announced that Monique Thomas has agreed to serve as Senior Warden this coming vestry term.

Approval of next Junior Warden

Thomas described the process. The committee, comprised of the outgoing members, has nominated Julianne Hines. Thomas gave some background on Hines. It was moved, seconded and the vestry unanimously approved. Kinman reminded the vestry to keep the wardens in their prayers.

Vestry Nominating Committee Update

Mejia reported that they have a great group of candidates to fill six adult and two youth vestry positions. The committee includes the outgoing vestry members and at-large members Cathy Keig, Frank Ramirez and Rick Davis.

REPORTS

Safe Haven

Howard reported that we are full with 12 individuals connected with caseworkers at Union Station. We placed a fifth person into permanent sustained housing. We have located a surface company to complete the radius map, which is the last section of the conditional use permit application. Thanks to the Buildings & Grounds Committee for taking on this big project. It is a lot of work. Once it is turned in there will be a public hearing. It is good news that the city is proceeding with funding for the position of full time housing advocate. Howard is working with the security company regarding strategies with the security cameras. Thanks to Nader for helping to get this done. Thanks to the leadership team including Erica Tamblyn, Gloria Antall (mother of Elizabeth Lashley-Haynes), Max Molina, Risë Worthy Deamer and Kelly Erin O'Phelan. Relations with the Maryland Homeowners Association are going well.

Racial Justice Advisory Board (RJAB) Update

Barbara Andrade DuBransky shared that the RJAB steering committee will be presenting two candidates for inclusion on the Advisory Board at the next meeting. They will be providing a brief orientation retreat for these candidates. RJAB is available to provide advisory support at the vestry retreat.

Congregational Development

- ▶ Website Redesign: Diaz reported that the website is getting closer to completion. Information is being transferred from the old site to the new template. They saw a preview and it is going to be beautiful. Thanks to Nancy Naecker, Jason Luckett, Sarah Phillips, and Keith Holeman. The current focus is on inputting data onto the new redesign web page. The committee hopes to share it at the next vestry meeting.
- ▶ Getting Connected class starts on February 26. Diaz will lead and they are working on finalizing the facilitators. The class will be welcomed into the All Saints Community at the Easter vigil.
- ▶ Small Groups: The Congregational Development Committee is working on visioning what it will be. Alfredo Feregrino and Nancy Naecker will be leading the visioning discussion. More program overview will be coming.
- ▶ Leadership Support & Development: Kimberly Farnham will be chairing this committee.
- ▶ The LGBTQ+ Ministry is excited to announce that their talk series "The Talk" is now available on podcasts. Thanks to Hannah Earnshaw for making the podcast possible. The ministry will continue to be lead by Thomas Diaz and Hannah Earnshaw.

Search Processes

- Coordinator of Networking: Kinman reported that we have seven candidates. There is an interview team of Alfredo Feregrino, Nancy Naecker, Rosemary Muñiz, Amanda McCormick, Hannah Earnshaw and Kinman. They are currently going through the resumes and supporting materials and deciding which candidates we will be interviewing. The position should begin on March 1.
- Associate Rector: The position has been posted. The search team is being reconstituted. We will begin heavy advertising for it this week and Kinman is already reaching out to candidates around the church. Because of the difficulty in both interviewing candidates who will have to relocate and relocating during a pandemic, we believe that August 1 is the earliest someone could be in place.

Giving Report

Knowles reported that 616 pledging households have renewed their pledges, totaling \$2.939 million which increased \$147, 437 to date. There were 71 new pledging households who pledged \$80,731. There are 29 non-renewing households. As of this moment we have 691 pledges totaling \$3.038 million, which is a good result in a difficult year. We have 230 households which have not renewed to date. Some will pledge in the future. Commendations were given to Terry Knowles for her excellent work in a difficult year. The vestry was commended for pledging. Kinman thanked Terry and the vestry for their communication to the parish.

Finance Committee Report

Hudson reported that in 2011 we received a \$1.1 million gift from George Unger. This went into the Quasi-endowment. Since 2012 we have used \$10,000-\$12,000 for the orchestra for All Saints Day. This year the finance committee is recommending that we take \$10,000 from Quasi-endowment and give \$5,000 to the adult music program and \$5,000 to the children & youth music program. Moving forward, this will become a line item in the operating budget instead of taking it from Quasi-endowment. In 2020 the money was not used due to the pandemic and virtual church. Hudson moved that we take \$10,000 from Quasi-endowment with \$5,000 going to the adult music program and \$5,000 going to the children & youth music program for this year since it was not used in 2020. It was seconded and the vestry unanimously approved the motion.

The meeting was adjourned to Executive Session at 7:15 p.m. consider the 2021 Budget. After discussion, it was moved, seconded, and the 2021 budget was unanimously approved.

The regular meeting resumed at 7:55 p.m. with the remaining agenda items.

RECTOR'S REPORT

Other Teams/Task Forces

- Administration/Finance Transition Team: This team has been managing the transition from the former Parish Administrator. Working with Zach and Debbie, they are making sure the day to day operations of the church in administration and finance are continuing to happen. They have also interviewed three candidate firms to come in and do a complete assessment of our administration and finance policies, procedures and structures, and potentially following that to assume some of those functions. Today, we met and – pending final checking of references – enthusiastically agreed on one of these firms. When references are checked (assuming nothing untoward

emerges), we will let you know and they will begin their work. Team members are: Jim Albarano, Marilyn Coffman, Debbie Daniels, Sharyn Delahousie, Kimberli Hudson, Cathy Keig, Terry Knowles, Gloria Pitzer, and Mike Kinman. Special kudos to Jim, who has been doing INCREDIBLE work during this transition, and also to Anilin Collado at the diocesan office, who has taken on a number of functions during this transition that Christina Honchell had been doing.

- Rector’s Forum Revisioning Team: We are reconstituting this team from late 2019 both to plan Rector’s Forums for the remainder of the spring and summer, and also to revision what the Forum can be when we come back together. This team will eventually interface with the *Learning Across the Lifespan* Team as we look at how the Forum can be used as part of a broad-based formation program. Current members are Juliana Serrano, Brinell Anderson, Bill Deverell, Monique Thomas, Thomas Diaz and Mike Kinman.
- Film & TV Team: A team tasked with maximizing the use of ASC for commercial film and TV shoots both as a way of generating income and contributing to film/TV that shares our values. Goal is to be much more proactive in attracting business than we have been, and putting the most professional face possible on ASC for this. Team members are: Jim Albarano, Debbie Daniels, Gary DePew, Veronica Flores, Eddie King and Mike Kinman.
- Rectory Assessment Team: Still in process of being assembled. This team will look at the rectory as an asset of All Saints Church and present options and recommendations for what to do with it in accordance with our values and mission. Current members: Tim Hartley, Charlie Rahilly, and Mike Kinman.
- Telling the Whole Story; We are putting together two TTWS task forces
 - ~ Telling the Whole Story – the stained glass windows
 - ~ Telling the Whole Story – the land we are using

The goal of these groups is to tell the whole story (as best as we can, also recognizing that there may be multiple stories) in each of these areas ... both as a learning experience and then so we can look at how we got here and where we are and – looking at our values and mission – talk about where we want to go from here to write a new story together. Allison Pill and Hannah Earnshaw have agreed to be on the “Land We are Using” team so far, and Alison has also asked to be on the “Stained Glass Windows” team. I’m reaching out to Jack LeVan specifically for the windows team. Other suggestions are welcome.

- Banking Task Group: This is a task force of the finance committee to look at where we keep our money, with a particular eye on exploring credit unions and black/brown owned bank options. This group will present options – and recommendations, if any -- to the finance committee, which will decide what is forwarded to the vestry. The task group is Kimberli Hudson, Sharyn Delahousie and Mike Puls.

Covid-19 Update

Today, Kinman decided to extend our moratorium on in-person gatherings (including live streaming from the Nave) through Sunday, February 14. Our hope is that we will be able to be back and live streaming from the Nave on Lent 1 (2/21). These decisions will be made in alignment with state and local guidelines, diocesan policy and vetted by Nicole Gatto, our resident epidemiologist.

Lent Preaching

In conjunction with our use of Dr. Wil Gafney's Woman's Lectionary this year, we are putting together a Lent of only women in our pulpit. Kinman is reaching out to various preachers both inside and outside our congregation. The two we have scheduled so far are the Rev. Dr. Leslie Callahan, pastor of St. Paul's Baptist Church in Philadelphia (recommended both by Dr. Gafney and Traci Blackmon) on Lent 2 (2/28) and the Rev. Dr. Sally Howard on Lent 4 (3/14). Both will be preaching at both 11:15 and 1 pm. Other requests are out and the list will be filled in the next week.

LOOSE ENDS

- › Williams commented that it is difficult to navigate the COVID vaccine requirements
- › Earnshaw asked how to communicate to the Coventry and Canterbury Choirs on the budget.
- › Moreno suggested the vestry take time to read the Diocesan notes included with the materials for this meeting. Please feel free to contact Dave Moreno with any questions.

COMMUNICATION BACK TO THE PARISH

- › Team will work on the communication about the budget
- › Kinman will give an update about the budget on Friday

APPRECIATIONS AND REGRETS

- › Mejia thanked Jim Albarano, Terry Knowles and Kimberli Hudson for their amazing work putting the budget together. It was easy to read, clear and easy to understand. Big kudos to Jim Albarano for the many hours he put in.
- › Gatlin commended the vestry on their support to increase the salary for the Director of Communication. This is a critical role especially this year and with an eye on our future.
- › Hudson also commended Jim Albarano for his work. He has stepped up to the task and put in many hours.
- › Molina appreciated Jim Albarano, Juan Mejia and Monique Thomas for all their work this year. It has been a very difficult year. He also appreciated Mike Kinman and staff for keeping us facing forward. He commended the budget and feels we are on the right road.
- › White appreciated the congregation for stepping up and keeping things going this year. We were able to end this year with a \$200,000 surplus. This is amazing and people love All Saints.
- › King appreciated the pastoral care of this congregation. He shared that he received so much support and it means so much. His family and he greatly appreciate this church.
- › Kinman thanked Dave Moreno for his work with the diocese council and for keeping us informed. He also thanked Christine Hartman and Thomas Diaz for their work on the Congregational Response Team and the Community Care Team. This was an extraordinary year and their work has meant so much. Yay Liz Lashley-Haynes for joining the vestry.

The meeting was adjourned at 8:15 p.m. with a closing prayer by Mike Kinman.

Respectfully submitted,
Kathy Onoye

Vestry Committee Reports

January Meeting 2021

Addendum to January 26, 2021 Vestry Minutes

NO REPORT:

Finance
Pastoral Care Healing & Health
Peace & Justice / OCC
Personnel

CHILDREN, YOUTH & FAMILIES

November 2020

The CYF committee met via Zoom on Tuesday, November 17th.

Attending: Jonathan Berry, Jessica Ewing, Katie Ford, Christine Hartman, Kelly Erin O'Phelan, Kim Roura, Nina Scherer

Children's Ministry Update – Kelly Erin O'Phelan

- The Halloween event served over 125 kids. Thank you to all of the volunteers who helped with the event, especially the parent (including Jessica) who hosted tables.
- Family craft extravaganzas have been well-attended and are continuing as long as we are able to gather in small groups.
- The playground has had a deep clean and is close to being opened up. Signs are on order.
- **The Angel Tree link is active** – due to the pandemic DCFS is requesting gift cards instead of other gifts. Cards can be dropped off to the ASC office by December 5th or mailed to DCFS by December 11th. Link here: <https://www.signupgenius.com/go/10c0d4aafa929a1fac52-angel>
- There will be an advent wreath making event on Sunday, November 29th. Kelly Erin will be sending out a link and instructions while Nina and Jenny will lead the Zoom event.

Youth Ministry Update – Nina Scherer

- The Youth Council is meeting once per week, consisting of about 15 youth and Nina. Any youth are welcome to join to be a leader in guiding the path of the youth program.
- Youth Group is taking place on Wednesdays at 7:00 on Zoom, and the discord server is still live. This Wednesday, 11/18, Mike will be attending youth group to play games and share his vision of youth ministry. Youth Group will NOT meet during Thanksgiving week.
- Nina is in the process of organizing the acolyte lists. Church will be streamed from the sanctuary during Advent/Christmas so acolytes are being signed up for that. We still need coordinators so send interested parties Nina's way.
- The Seekers class from last year is working on finishing up, figuring out the best ways to do that. The group will meet online and also try to figure out how they want to handle the retreat.
- OWL for senior high has been finished up. We can't do more sessions until we have another round of facilitator training.
- **Adult volunteers are still needed for youth group. PLEASE put the word out and send names to Nina.**

New Committee Members

- Kim Roura attended as a new committee member (welcome Kim!). Walt Williamson has also agreed to be on the committee. There are a few other asks out there at the moment and will keep you updated.

Other Items for Discussion/Follow Up

- Christine reminded everyone that **it's pledging season**, and to please prayerfully consider your involvement.
- Christine will follow up with Melissa Hayes regarding the family service on Christmas Eve (3:00 p.m.) to see what the status is on that.
- The group discussed the fact that services will be streaming from the sanctuary during Advent and Christmas, as well as the upcoming ukulele class recording in the building. We had a conversation about what safety protocols are in place especially with cases rising, acknowledging that we have an epidemiologist who is working with leadership to help determine guidelines. Mask wearing in the sanctuary is a concern, especially during services. Christine will circle back to the group with any additional feedback/details on safety guidelines.
- Everyone appreciated the sanctuary being open on Election Day, very helpful!
- We talked about how else we can support/connect with our families during this time. We decided to make a round of phone calls split up amongst the committee over the course of December (ideally). Christine will submit a draft script and work with Kelly Erin and Nina on getting an updated list.

Our next meeting is at 7:00 p.m. on Tuesday, December 8th.

December 2020

The CYF committee met via Zoom on Tuesday, December 8th.

Attending: Beatriz Beltran, Jonathan Berry, Joy Bustrum, Jessica Ewing, Katie Ford, Christine Hartman, Kelly Erin O'Phelan, Kim Roura, Damon Russell

Children's Ministry Update – Kelly Erin O'Phelan

- The Angel Tree link is still active – due to the pandemic DCFS is requesting gift cards instead of other gifts. Cards can be mailed to DCFS by December 14th. Response has been light, Kelly Erin will be doing a reminder about the tree this week.
- Link here: <https://www.signupgenius.com/go/10c0d4aafa929a1fac52-angel>
- There will be a family craft event via Zoom on Sunday, December 13th, for up to 40 families. Kelly Erin is distributing craft bags via pick up and drop off as needed.

Youth Ministry Update – Nina Scherer (via email)

- Youth Council is doing a fantastic job. We meet weekly and discuss and develop goals, strategies and programming for Youth Ministry.
- On Wednesday we launch Interest Groups in Youth Group. Interest groups are basically Small groups with a specific theme or interest. We might have to find a better name, "interest groups" is not very catchy (more to come). Right now we have Art/poetry/dance, music, games/activities, discussions/inspirations, events, social media/ outreach/ communication, book club/diversify your narrative. We will also have a Senior High and junior High ambassador. Interest groups have two purposes: 1. Getting people connected by shared interest to strengthen community; 2. Bringing these areas to youth group and youth ministry (E.g. art/poetry/music on Wednesday night youth group). How each group decides to meet or participate is up to them. We will have a monthly check in.
- Seekers class of 2019 has three more sessions scheduled and that will bring this class to a close. Jeremy and I are working together to create the content for these meetings. He will be part of these three meetings as well.
- *Beatriz asked about Faith Partners and how they would be looped in to the close of the class. Christine will ask Nina about this.*
- Acolyte program will continue in 2021, when it is safe to meet again in person.
- **Adult volunteers are still needed for youth group. PLEASE put the word out and send names to Nina.**

New Committee Members

- Beatriz Beltran and Damon Russell attended as new committee members. Joy Bustrum attended as a guest for possible future involvement.

Other Items for Discussion/Follow Up

- Christine reminded everyone about the family Christmas Eve service, and encouraged everyone to send in photos of animals or family dressed as animals to info@allsaints-pas.org by December 17th.
- The group revisited the discussion about safety guidelines with events inside the church. Seeing all participants wear masks indoors during the service this past Sunday felt safe and in line with recommended protocols.
- We are continuing to figure out how to connect with families. Damon, Jessica and Christine will be meeting to come up with a plan.
- We decided that Tuesdays at 7:00 still works well for our monthly meetings.

Our next meeting is at 7:00 p.m. on Tuesday, January 19th.

January 2021

The CYF committee met via Zoom on Tuesday, January 12th.

Attending: Beatriz Beltran, Jonathan Berry, Joy Bustrum, Jessica Ewing, Kenyon Harbison, Christine Hartman, Kelly Erin O'Phelan, Kim Roura, Nina Scherer, Walton Williamson

Children's Ministry Update – Kelly Erin O'Phelan

- Sunday Children's Chapel has moved to a separate Zoom link to allow for more interaction with/amongst the kids. Jan 10th went really well and feedback from committee members whose kids attended was very positive. The main issue is that the time went by quickly – the 15 minutes means the interaction is very rushed. Kelly Erin will be asking Mike about the possibility of running Children's Chapel 10:45 – 11:15 a.m. on Sundays. Adults who are not accompanying children will not be encouraged to attend. The chapel could use more monitors/hosts. Nina will ask the Youth Council on Monday if that's something they'd like to do. Maybe a great way to engage acolytes?
- Kelly Erin is continuing to come up with activities for families, possibly an exercise class in February. The committee supports this idea, we also discussed the importance of having something consistently every month even if we can't all be together. This is something the kids really look forward to.

Youth Ministry Update – Nina Scherer

- Youth Council is still meeting every Monday, they are very engaged and generating great ideas.
- Interest groups are getting off the ground in youth group, and Not So Bored Game night will be starting.
- Discord is still active 24/7 and has almost 50 participants signed up. It has grown a lot and there are many different channels, including homework help. We discussed that parents could use more education around discord, especially those who might have concerns about how it works or just can't wrap their mind around it. The Youth Council is working on this and possibly doing a video.
- There are still youth who are not engaged in either youth group or discord, Nina shared that there is going to be a youth group night that is devoted to peers reaching out to those who haven't been around for a bit.
- **Adult volunteers are still needed for youth group. PLEASE put the word out and send names to Nina.**

New Committee Members

- Joy Bustrum has been added as a new committee member.

Other Items for Discussion/Follow Up

- Christine let new committee members know that they may be required to go through Safe Church training if they haven't already (for example, Joy has already been through the training). Christine will be in touch about this as needed.
- Damon sent out an email after he, Jessica and Christine met about connecting with families, especially parents. We are going to send out postcards and also a survey to find out what parents want. The committee was asked to review the email from Damon on 12/16 to give any feedback on the survey which we will try to get out before the end of the month.

Our next meeting is at 7:00 p.m. on Tuesday, February 16th.

*Other upcoming meetings (assuming they do not conflict with Vestry meeting):
Tuesday, March 16th and Tuesday, April 20*

PASTORAL CARE: GRIEF & LOSS

Submitted by Chris Folz

For November and December, 2020

10 to 12 people more or less are being served every week. We have two facilitators, myself and Rich Redman, serving them. We continue to get new attendees, some who return, as well as members who have returned.

BUILDINGS & GROUNDS

B&G continues to monitor security issues as related to persons outside of our bridge to housing program. Cameras have been installed . Eagle Scout Giuseppe DeMasa has offered to build a compost bin for his Eagle project and it has been approved . HVAC concerns for the trailer office are being addressed . PACES plans are in abeyance due to Covid virus. New phone system is in full operation.

CONGREGATIONAL DEVELOPMENT

Last Meeting: November 17th, 2020

Next meeting: January 19th, 2021 at 6pm via Zoom

Welcome Ministry

- Welcome Cards received for November and December: 15
 - Interests checked
 - ~ P&J: 10
 - ~ Spiritual Formation: 3
 - ~ Music: 4
 - ~ CYF: 2
 - ~ LGBTQ+: 4
 - ~ 20's/30's: 0
 - ~ Volunteering: 4
 - ~ Women's Community: 7
 - ~ Small Groups: 2
 - ~ PCHH: 5
 - ~ Senior Saints: 2
- Welcome Café – January 17th, 2021 10:15 – 10:45am
 - Staff Rep: Nina Scherer, Greeter: Jenn McGaw

Greeters

- Greeters have formed 5 Sunday Teams. Teams Leaders are Lynn Braswell (1st Sunday), Walter Little (2nd Sunday), Dan McCarrel (3rd Sunday), Sharyn Delahousie (4th Sunday), and Peter Hulit (5th Sunday). Each team has at least 3 greeters. The goal is to staff at least 4 greeters per Sunday when on Zoom. While streaming live from ASC, greeters are only needed on Facebook and YouTube.

Hispanic/Latino Ministry

- Alfredo has convened a vision group to discuss new ideas for the H/L ministry

Parish Celebrations

- A special thanks to Larry Gonzalez and Jim Jansen for their dedication to Homecoming and other parish celebrations.
- The Advent basket event was canceled due to Covid-19 restrictions.
- Janet and Walter Little are working on a recipe book project: Book of Common Recipes.

Feast & Friendship

- Jane Brust is working with Alfredo Feregrino to arrange for the spring F&F events. Stay tuned for publicity and registrations.

Leadership Support and Development Committee

- Kimberly Farnham has become the new current-chair of the committee.
- Special thanks to Terry Moore, former current-chair of the committee.
- LSD offered a workshop on the Art of listening, on 1/11/21 via Zoom

Small Groups Ministry

- 58 people registered for a total of 5 new small group
- 8 of those people are from the last two Getting Connected Classes
- All-new small groups are recorded in Arena, the church database.
- Winter small groups will be under the Small Group by Zipcode program.

Getting Connected: An introduction to All Saints

- Winter Getting Connected Class is scheduled for February 16 thru April 3rd.
- Thomas Diaz is the Ministry Leader. Facilitators are still being formed.

Senior Saints

- Senior Saints held a virtual walking tour of the city of Pasadena.
- The Senior Saints reading group facilitated by MaryLouise Lau resumed on Zoom.

LGBTQ+

- The new talk series *The Talk* will now be available via podcast.
- Newsletters will continue to be sent out monthly to those on the email list.
- The Monday night small group continues to meet over zoom.

20's/30's

- The December event was canceled due to Covid-19 restrictions.

Website Redesign Committee

- Members are Keith Holeman, Nader Eldahaby, Kimberly Farnham, Sarah Phillips, Thomas Diaz, Nancy Naecker, and Jason Luckett
- Hannah Earnshaw is the copy editor and has started to write up the About Us page, the Virtual Community page and is developing the ASC Website Style Guide.
- Kimberly Farnham is working to apply new categories and tags to the current and new pages and posts.
- Sarah Phillips and Jason Luckett are working closely with the web developer on the technical structure of the website.
- The redesign committee is drawing near the end of the content and input.