

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

June 29, 2021

- PRESENT Pat Coulter, Gabriel DuBransky, Hannah Earnshaw, Elisabeth Eilers, Kimberly Farnham, Charis Graham, Christine Hartman, Julianne Hines, Crystal Jones, Ava King, Eddie King, Mike Kinman, Elizabeth Lashley-Haynes, Walter Little, Art McDermott, Karen Meier, Juan Mejia, Norweeta Milburn, Dave Moreno, Rosemary Muñiz, Janet Carol Norton, Monique Thomas, Jim White, Steve Williams
- EXCUSED Gary DePew, Kimberli Hudson, Staci Kennelly, Risë Worthy Deamer
- ALSO PRESENT Jim Albarano, Thomas Diaz, Alfredo Feregrino, Melissa Hayes, Keith Holeman, Sally Howard, Terry Knowles, Kelly Erin O’Phelan, Susan Russell, Nina Scherer, Kathy Onoye

The meeting was called to order at 6:01 p.m. by the rector in Sweetland Hall and using Zoom Webinar. Kinman shared his thanks to Hector Vargas, Nader Eldahaby, and Manny Carrillo. He also thanked Juan Mejia and Monique Thomas for their leadership over this difficult year. He asked the table groups to discuss what is being grieved, what is being learned, and what is trying to emerge. He then offered an opening prayer.

Thomas welcomed the visitors.

Hines had 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 from the June 1, 2021 meeting and committee reports as received.

Report of the Treasurer

Albarano reported that they are reviewing a list of administrative tasks to be submitted to Missionwell. Once Missionwell is engaged, they can run reports and help clarify the discrepancies from the first quarter reports.

Budget information has been received by departments for developing the 2022 budget. Albarano will be meeting with department heads this week to clean up the numbers. Knowles has submitted an income projection. The hope is to have a draft budget in August.

We are moving the lay pension and 403(b) plan to the Church Pension Group plan as required by church canons. There will be some current employees who opt to stay with the current plan.

Albarano reported that we have strong numbers on our current financials. Juliana Serrano’s resignation resulted in some savings in personnel expenses; however, there will be additional costs as we reopen the campus.

Knowles reminded the Vestry of Jo Drummond's \$1M bequest to All Saints, intended to support "restoration of stained-glass windows, liturgical equipment and accessories, and for maintenance and improvements to the campus buildings." The Finance Committee recommends the following use of these funds: 30% of the gift be used for restoration of stained glass windows; 30% be dedicated to liturgical equipment; and 40% be committed to deferred maintenance, with the understanding that ADA compliance projects would be prioritized. There will be task forces convened to recommend specific use of these funds within the three areas. It was moved, seconded, and the recommendation was approved, with one abstention.

Albarano reported that he is doing fact-finding research on Shelby financials, Quickbooks and Arena. Kinman thanked Albarano for all of his work.

STRATEGIC DIRECTION UPDATE

Thomas reminded the vestry that Tony Jackson, chairperson of Strategic Direction, gave an overview of the process at the last vestry meeting. Hannah Earnshaw has joined the committee. We are in phase one which is a fact-finding, survey outreach period. We will be soliciting information from the community, committee chairs, faith organizations, community leaders, vestry members, etc. in July, through August and September.

CIRCLES PRESENTATION

Kinman introduced the idea of the Circle plan. Intentional culture is working on how we are churched together. Howard is convening the administrative circle. Howard then presented the Circles Implementation Plan and Intentional Culture. She shared the theological basis. There is a three-part plan including Defining the Circles and Role of the Conveners, Developing Collaborative Accountability Structures, and Implementing an Intentional Culture. The circles will include: Liturgy and Worship Circle, Beloved Community Circle, Learning and Spiritual Growth Across the Lifespan Circle, Progressive Intent into Action Circle, Clergy Circle, and Administrative Circle. Howard gave an overview of each circle and the membership. Howard then explained the Collaborative Supervision model. The Vestry Personnel Commission has recommended the use of ReviewSnap as an app to be used for employee reviews. It facilitates assessment of accomplishing job expectations and completion of annual goals centered on core values. Howard then reviewed the areas of job expectation including decision making, communication, delivers results, accountability, and leadership expectations for supervisors. Howard concluded with a description of Intentional Culture and Being a Beloved Community, and then opened the meeting to questions and discussion. Kinman and the vestry thanked Sally Howard for her work.

REPORTS

Reopening Update

Kinman shared that we have been open both in-person and online for two weeks. On July 11, we will begin congregational singing. We will all wear masks for a while. Children under 12 are not vaccinated so we will keep wearing masks. The vestry had time to ask questions and express concerns.

Safe Haven

Howard reported a couple of incidents. One community member had an increase in mental illness. We were able to manage him and the HOPE team came. He was not referred to Twin

Towers; he got psychiatric and medical care on an outpatient basis. We also had two members who were terminated from the community for rules violations including not attending community meetings. Union Station will continue working with them. We also have a new member who is 80 years old. Another community member gave up his space for him.

RJAB Report

Milburn reported that there has been a lot of progress at All Saints this year around racial justice, but the RJAB suggested that the vestry adopt three additional recommendations in the next church year. They are:

1. 50% of all the vestry members be part of the BPOC communities
2. Changes in protocols for discussion and voting on vestry business to empower voices of the BPOC communities. For example, they can be part of breakout into small discussion groups, BPOC members can present their ideas first, and use of consensus so BPOC members have a voice.
3. Vestry reviews all recommendations at the end of each church year, and looks at any impediments for success.

There is a meeting scheduled with CCEJ to review their proposal that will be presented to the vestry in August.

WARDENS REPORT

No report at this time.

RECTOR'S REPORT

We needed to say goodbye to Juliana Serrano. The P&J group met to say goodbye but there will be a church-wide farewell in the fall. We met with the Peace & Justice Ministry leaders in a listening session. We want to have separate areas of focus and three or four major focal points that we are doing together as a church (i.e. the 100% voting campaign). We need to determine the overall P&J progressive intent into action and the place of OCC.

We have created a new position: Director of Connection and Care. Thomas Diaz will have this position full time through the rest of the year. We are also going to hire more part-time administrative assistant help.

The Associate Rector Search Team will be holding in-person interviews in August.

We plan to hire a part-time Human Resources person for next year.

Kinman will take a one-month vacation during July.

LOOSE ENDS

- Diaz thanked the vestry for signing up to be on the lawn on Sundays to greet parishioners, and thanked Janet Carol Norton for coordinating them. He noted that we still have the online coffee hour between services and we are looking for volunteers for that.
- Eddie King is working on the "lament wall" for the front of the church. The group is looking for volunteers who will help keep it up-to-date as well as signage for how to use the wall.
- Feregrino emphasized the importance in being a presence at the coffee hour and on the lawn. Please volunteer for the next two months.

- Ava King asked about the number of Black/Indigenous/People Of Color on the vestry. Milburn hopes that the vestry can expand the number of BIPOC in its membership, as well as in the congregation. It is an aspiration for the future.
- Hartman shared that the Congregational Response Team will have a virtual event on July 10 at 10:00 a.m. entitled Recalling the Pandemic, led by Staci Kennelly. Participants explore what we have learned, what we have been through, what we want to take with us and what we want to leave behind. Registration is requested.
- McDermott shared that he has worked in the Circle model and is willing to share his experience and answer questions. The model improved supervision and personal growth, as well as growth of the organization. It is incredibly valuable.
- Moreno asked about the parking and Hutches. We are not planning to rent parking spaces for right now.
- Little confirmed that he is open to answering questions on the Circles model.
- Albarano shared that they are working on the 2020 Audit, using the same audit firm. We may be changing firms next year. If you are interested in participating on the audit committee, please let Albarano know.
- Howard appreciated the feedback and questions on the Circles presentation.
- Farnham asked for a schedule of the vestry meetings for the year.

COMMUNICATION BACK TO THE PARISH

- Learned about the Circles model
- Updated the Strategic Direction group
- Thomas Diaz's new job as Director of Connection and Care
- The Peace & Justice work

APPRECIATIONS AND REGRETS

- Thomas thanked Sally Howard for the Circles presentation and work, and Walter Little and Art McDermott for sharing their experiences. She also thanked Kelly Erin O'Phelan for always giving so much joy.
- Graham thanked the vestry for their encouragement during finals.
- Hines thanked everyone for hanging in there and especially the staff for being open to change. She hopes that people have joy and rest during vacation. She also thanked Kelly Erin O'Phelan for jumping in when needed tonight.
- Thomas thanked Mike Kinman for his leadership this past year; for the organizational changes and pastoral leadership.
- Jones thanked Steve Williams for his questions about the children during worship.

The meeting was adjourned at 8:19 p.m. with a closing prayer by Sally Howard.

Respectfully submitted,
Kathy Onoye

Vestry Committee Reports

July Meeting 2021

Addendum to June 29, 2021 Vestry Minutes

NO REPORT:

Buildings & Grounds

Finance

Pastoral Care Healing & Health

Personnel

CHILDREN, YOUTH & FAMILIES

The Children, Youth, and Families Committee met via Zoom on Tuesday, June 15.

Attending: Beatriz Beltran, Christine Hartman, Ava King, Kelly Erin O'Phelan, Kim Roura, Nina Scherer. Many committee members were out of town due to summer travel.

Children's Ministry Update – Kelly Erin O'Phelan

- Children's Chapel coming back in person this Sunday, June 20th. It will be outside on the playground during the sermon. Anamaria will be returning along with one other childcare worker for the summer to assist.
- Information on Children's Chapel and summer family fun events is coming out in an email on June 16th.

Youth Ministry Update – Nina Scherer

- Youth Sunday was very meaningful to seniors especially!
- June 24&25 and July 1&2 there will be online workshops focusing on green and clean living with a vegetable fabric dye project.
- Board game night will continue online through the summer, as will discord activity. Wednesday night youth group is on hiatus until the fall.
- Senior high will be meeting up in a park during the summer.

Other Items for Discussion/Follow Up

- Summer Kick-Off Celebration 5/26/21: Great feedback, thanks to everyone who attended and volunteered!
- Parent Education Series : Christine and Jessica will be meeting soon to finalize ideas/schedule for the fall. Committee should be on the look out for communications around this.
- CAMPING! Kelly Erin and Nina have been working hard on coordinating the family camping event July 30-August 1 in Santa Barbara. The sites are almost booked up and Kelly Erin will keep monitoring in case we need a larger site. Very exciting, and we are hoping to do this a couple of times a year. Reminder will be in the email coming out on June 16th.

Our next meeting is at 7:00 p.m. on Tuesday, August 17th.

PEACE & JUSTICE/OCC

Submitted by Lorynne Young, committee chair

The committee had two meetings in June. The first, on June 17, was a farewell party for Juliana Serrano as she leaves for her new position at Planned Parenthood. We were the first committee meeting in person on campus since the pandemic shut down.

We had a great time sharing memories of our 11 years with Juliana and closed with a prayer circle around her.

Our second meeting was June 24 and focused on the history of P&J at All Saints, our current challenges and how we hope to move forward. Mike Kinman led the discussion and was joined by our Junior Warden Julianne Hines. Discussion will continue at our next meeting.

Peace and Justice is sponsoring a screening and discussion of the documentary Summer of Soul, which is about a black music festival that took place the same year as Woodstock. The screening will be online, July 10, 4-6 pm. Steve Williams will lead the post-screening discussion.

CONGREGATIONAL DEVELOPMENT

Last Meeting: June 15, 2021

Next meeting: July 29, 2021 at 6pm via Zoom

Welcome Ministry

- Welcome Cards received for June: Reports not available yet, coming soon
- Interests checked
 - ✓ P&J:
 - ✓ Spiritual Formation:
 - ✓ Music:
 - ✓ CYF:
 - ✓ LGBTQ+:
 - ✓ 20's/30's:
 - ✓ Volunteering:
 - ✓ Women's Community:
 - ✓ Small Groups:
 - ✓ PCHH:
 - ✓ Senior Saints:
- Virtual Welcome Bags distributed in June: unknown
- Welcome Café – Cancelled due to lack of attendance

Congregational Development Vestry Committee Goals 2021-2022

(In progress, will be expanded by July)

1. Facilitate return to in-person worship services and events
2. Energize groups that have languished during the pandemic
3. Better support our ministry leaders

Vestry on the Lawn!

- All vestry members are asked to sign up for one Sunday a quarter to be present on the lawn between services to talk with parishioners and field questions.
- Thank you to Janet Carol Norton for organizing and sending the SignUpGenius for the Vestry on the Lawn!

Greeters

- First in-person Sunday on June 20 had 5 Greeters on duty
- No Welcome Bags will be distributed at this time. Congregation Development and Christine Cox designed a Welcome Postcard with QR code to the "I'm New Here" Welcome page.
- Colored wrist bands were handed out to indicated one's level of touch comfort. 90% of wrist bands distributed on June 20 were green wrist bands (indicating okay with high-five).
- Welcome Bag team will be convened this summer to rethink Welcome Bags.
- Greeters will continue to need volunteers for in-person greeting.

Parish Celebrations

- Working on plans for in-person Homecoming in alignment with church, LA Diocese and LA county guidelines.

Leadership Support and Development Committee

- Kimberly has formed a LS&D task team to look at retooling the Ministry Leader and Small Group Leader training to align more closely with our current Circles Leadership model. Sally Howard has given Kimberly resource material on leadership.
- Kimberly and the LS&D committee had a gathering of former vestry wardens to brainstorm on these questions:
 - › What does it mean to be a leader?
 - › What qualities do we want leaders at All Saints to have?
 - › How do we incorporate the boarder work at the church around racial justice into the way we develop new leaders?
- The plan is to roll out of new curriculum in the next program year.

Small Groups Ministry

- Neighborhood Small Groups:
 - › Pasadena 91106, led by Lynne and John Tuite will start on July 19.
 - › Pasadena 91107, talking with Julie Campoy to possibility lead that group.
- Alfredo is meeting with Dave Lindberg, Diaspora Small Group Facilitator in Seattle in July.
- Several small groups are asking about when their group can return to campus. When that is possible, several groups are wondering if a monitor could be in the room so someone could Zoom in to the gathering.

Getting Connected Class: An introduction to All Saints

- Alfredo and Thomas hosted a Getting Connected Class facilitator retreat on June 19, from 9am to 12pm in Sweetland Hall. We heard from the last three years of the fall GCC facilitators about their experience and recommendations for future program.
- Next class GCC is tentatively schedule in-person combined with an online component from October 3-31, 5 consecutive Sundays during the education hour.

Senior Saints

- Senior Saints met on June 3 with guest speaker Elisabeth Eilers, marriage and family counselor and vestry member. Elisabeth discussed finding meaning in elderhood and the importance of staying engaged with the world, which was well received.
- Grace Galton, Senior Saints ministry leader, is hosting a summer in-person outdoor social on July 23 for the Senior Saints.

LGBTQ+ Ministry

- The LGBTQ+ Ministry provided a reach variety of June Pride month online and in-person opportunities for celebration, education and community. Thank you to Hannah Earnshaw and Thomas Diaz.

20's/30's

- Ministry co-leader Mary Lee Dula has stepped down.
- Currently looking for a co-leader to lead with Kelsey Hekman.

Volunteer Appreciation

- A thank you postcard will be going out soon to all of our church volunteers (800). The front side is a photo of the thank you butterflies hanging in the church. The back side is a warm greeting and thank you for your help note.

Website Redesign Committee

- We continue to make updates and enhancements to the new website.
- Please spend some time exploring the website and navigating through all the tabs. Enjoy!
- Please send any comments and edits to website@allsaints-pas.org
- A **Website / Social Media Content team** was formed with members Keith Holeman, Director of Communications, Walter Little (chair), Ella Baker, Amanda McCormick, Susan Russell and Nancy Naecker.
 - Meets every Monday afternoon to determine what needs to be posted in the 4 top boxes on home page for the week, determine the “upcoming events” on the bottom of home page and work on Social Media / Instagram strategy.
- A **Website Management Team** has been created with Congregational Development, the IT department (Nader Eldahaby) and the Communications Department (Keith Holeman). More details coming soon.

(GIVING REPORT IS ON THE FOLLOWING PAGE)

GIVING

PLEDGE SUMMARY REPORT			PLEDGE INCOME		
	2020 Campaign	2021 Campaign		2021 Budget	2021 Pledge YTD
Renewals	6/23/2020	6/23/2021		1/31/2021	6/23/2021
Total Renewals	736	639	Gross Pledge (at Budget)	\$3,020,608	\$3,020,608
Renewal Amount	\$3,156,781	\$3,005,241	New Pledges (after Budget)	\$50,000	\$10,350
Average Renewed Pledge	\$4,289	\$4,703	Late Renewals	\$60,000	\$66,944
<i>Same Pledges Compared to Prior Year:</i>					
Prior Amount	\$3,123,837	\$2,865,645	Increases Since Budget	\$0	\$1,720
Total Increase Amount	\$32,944	\$138,296	Decreases Since Budget	\$0	-\$2,800
Percent Change	1.05%	4.83%	Total Gross Pledge	\$3,130,608	\$3,096,822
			<i>Minus 2.5% Delinquency</i>	\$78,265	\$77,421
New Pledges			Net Pledge Amount	\$3,052,343	\$3,019,401
Total New Pledges	120	82	<i>Income Reporting as of 5-31-21</i>	2021 Budget	2021 Actual YTD
New Pledge Total	\$152,316	\$91,081	Non-Pledge Support*	\$175,000	\$74,932
Average New Pledge	\$1,269	\$1,111	Late Payments*	\$45,000	\$32,346
Amount Change			Special Gifts	\$225,000	\$18,329
			Open Plate	\$75,000	\$17,323
Non-Renewals			Foundations	\$0	\$0
Total Non-Renewals	35	31	Special Offerings Total	\$100,000	\$50,391
Non-Renewal Amount	\$73,243	\$94,675	Easter	\$35,000	\$26,231
Average Non-Renewal	\$2,093	\$3,054	Christmas	\$50,000	\$2,990
Amount Change			Bequest	\$10,000	\$16,519
			Memorial	\$5,000	\$4,250
Total					
Total Pledges	856	721	*Included in pledge line in budget.		
Total Pledged	\$3,309,097	\$3,096,322			
Average Pledge	\$3,866	\$4,294			
<i>Compared to Prior Year:</i>					
Amount Change		-212,7755			
Percent Change		-6.4300%			
Outstanding					
Households	190	205			
Amount	\$309,965	\$381,353			

Notes:

- There is only one change from the Giving Report shared with the Vestry for its June 1 meeting - a Late Renewal pledge of \$1,000.
- For the most part, people are fulfilling their pledges as made.
- Once June is closed and we see the Income numbers for that month, we will have better information to predict year-end.