

**REGULAR MEETING OF THE VESTRY**  
**ALL SAINTS CHURCH, PASADENA**  
December 5, 2023

**PRESENT** Jonathan Berry, Blaine Cavena, Hannah Earnshaw, Elisabeth Eilers, Nicole Gatto, Bill Gould, Julianne Hines, Crystal Jones, Cathy Keig, Walter Little, Karen Meier, Norweeta Milburn, Rosemary Muñiz, Janet Carol Norton, Jonathan Quinn, Andie Reid, Tim Stratz, Erica Tamblyn, Risë Worthy Deamer

**EXCUSED** Greg Adams, Mason Baughman, Rainer Colombo, Al Hughes, Staci Kennelly, Eliza LeMoine, Claudia Shields, Nina Scherer

**ALSO PRESENT** Mark Chase, Thomas Diaz, Alfredo Feregrino, Melissa Hayes, Keith Holeman, Sally Howard, Mike Kinman, Samantha Kramer, Sarah Nolan, Susan Russell, Erin Sacco Pineda, Verna Zamora, Kathy Onoye

The meeting was called to order at 6:04 pm by the Rector in the Learning Center and via Zoom. Howard offered an opening prayer.

Worthy Deamer welcomed the visitors.

Keig led the vestry reading the mission statement of All Saints Church aloud together.

**INTRODUCING BERNARD GARCIA**

Kinman introduced Bernard Garcia who will replace Annmarette Vera who resigned. Chase and Hines enthusiastic spoke about his background. It was moved by Hines and seconded by Gould and the vestry unanimously approved the nomination.

**BUSINESS ITEM**

Approval of the Consent Agenda

- Report of the Clerk: It was moved and seconded and the vestry unanimously approved the minutes with a correction from Board of Directors to “RESOLVED, that the Vestry” in resolution and Meier reported on the “Economic Stability Task Force.”

**Treasurer Report**

Meier reported that the Economic Stability Task Force continues to meet and there will be a report. They will be looking for a new auditor for the 2021 and 2022.

**FINANCE COMMITTEE**

Stratz reported that the finance committee has reviewed up to date financials for October. Work on budget for 2024 will be presented in executive session. Updates are being made to the investment policy. Positive comments were received on the town hall meeting on finance. Thanks to Erin Sacco Pineda for her work to bring us up to date.

**GIVING REPORT /PLEDGING**

Nolan reported that we are at \$1.5 million. We are staying on top of data entry. We will be starting phone calls and following up with those who have yet to give. We have had \$700,000 in bequest gifts this year. The vestry had time to ask questions. Nolan was thanked for her work.

**LAPSED PARISHIONER REPORT**

Kinman thanked the committee for their work. Puhara shared her experience at listening to our lapsed parishioners. Don Miller did an outstanding job of pulling the thoughts together. Extensive questions and discussion followed.

## **WARDENS REPORT**

Keig asked for volunteers to join the vestry/staff conference planning committee and for the vestry to add any other thoughts to the list. She mentioned that there are changes to the vestry calendar and that some meeting will be on Sunday. At the January 9<sup>th</sup> meeting they will go over the new Rector's evaluation form. The vestry/staff conference will be on April 12 and 13.

Worthy Deamer thanked the vestry for attending and now participating with the donor event and the town hall meeting. It means a great deal.

## **RECTOR'S REPORT**

Kinman shared that there are two teams formed. One is exploratory committee on Affordable Housing on our campus. The team includes Phil Naecker, Lonnie Shields, Erica Tamblyn, Bob Whitson, Dorina Rodriguez, Rise Worthy Deamer, Becky Nicolaides, Hannah Earnshaw, Mike Kinman and Verna Zamora. The second team will look at the rectory as an asset. Tim Hartley will assist on this team, the team includes Verna Zamora, Lonnie Shields, Mike Kinman and 2 other people was ask to join the team. The vestry slate will be ready at the January meeting. We are looking at the liability issue with our artist in residence in Scott Hall. He is speaking with the diocesan chancellor. Kinman thanked Verna Zamora and Samantha Kramer for their assistance on this issue.

## **COMMUNICATION BACK TO THE PARISH**

- Bernard Garcia approved to fill Annmarette Vera's vestry position
- Received the Lapsed Parishioner Report and discussed it.
- On Saturday, January 13 at St. John's, Mel Soriano and Jonathan Stoner will be ordained priests.

## **APPRECIATIONS AND REGRETS**

- Norton appreciated Becky Stephens and it was wonderful
- Quinn thanked Jones, Hines, and Milburn for calling us to live in our values.
- Eilers appreciated the report and discussion.
- Hines appreciated Sarah Nolan for her competence
- Jones thanked Chase, Kinman and our wardens for holding this time for discussion.

The meeting was adjourned at 7:44 p.m. with Alfredo Feregrino.

Respectfully submitted,  
Kathy Onoye

**Vestry Committee Reports**  
December Meeting  
Addendum to December 5, 2023 Minutes

**NO REPORT:**

Congregational Development  
CYF  
Finance  
Pastoral Care, Healing & Health  
Peace & Justice  
Personnel

**BUILDING AND GROUNDS REPORT**

Buildings and Grounds Committee  
Submitted by Erica S Tamblyn

Minutes of the Zoom meeting held on November 9, 2023

Attendees: Lonnie Schield, chair, Phil Naecker, Chris Runco, Erica Tamblyn, Ryan Wijesinghe, Bob Whitson, Don Bergman  
Staff: Veronica Flores, Verna Zamora, Alfredo Feregrino

Opening Prayer: Erica Tamblyn

The minutes of the October meeting were approved.

Regas roofing project: Martin Roofing came and met with the waterproofing consultant, Rick Snow. Terry, the mechanical engineer met with with them regarding the details. They want to remove the cap to make the refrigerant lines be angled toward the roof, so it will not drip down. They gave some other details for the fresh air intake, which is all-external. Mike Verdugo sealed the seam around the penetration with plastic tape to keep it from getting wet. The roofer will be back. They finished the north aisle roof area that had to be removed to deal with the bee infestation. The cap installation was discussed at length. Also, the chemical guys are going to returned to relocate the chemical tank and the pump. We discussed the need to complete the last part if this effort before the rain starts.

Use of proper caulking colors on the north roof was discussed. Veronica gave Martin Roofing the right color of caulk to use. When Martin's staff was fixing the be problem, he looked at the Sanctuary roof and reported to Veronica that the paper in that area is almost gone and the whole roof paper from east to west will need to be replaced.

Ryan reported that the control valves with the sensor built it and other needed items for HVAC were ordered and expect to take about 10 days. The entire project will likely take 3 seek to complete. This added time is due to a screw up by Mitsubishi even though they had been out to inspect the work.

The shoe display on the lawn was discussed as the display is interfering with the lawn maintenance. The irrigation is turned off. Verna reported that the decision was made to turn off the water. We discussed

alternatives and that last year we spent \$10,000 to redo the lawn and we now cannot properly maintain it (seeding, water, etc.) due to the display.

Phil gave an update as a follow up to his email on the status of the project between the sanctuary and the vesting room. The digging in the passageway exposed a conduit that takes power from the Regas house electric room in the NW corner of the forum basement to a hidden box in the choir room and then exits into the passageway at below grade inside the sidewalk. They used improper conduit which became rusted. It should not have rusted out. Installed in 1977 it should still be good. It is rusted out, possibly because the other work was done incorrectly including not replacing the last 20 feet of storm drain from the downspout. That section cracked and was continuously flooding underneath the sidewalk and that is why the choir room was leaking. We looked into why and learned it was because the downspout fed into a cracked storm drain that was a hundred years old and wasn't replaced in 1977 when they replaced 200 feet and left out 20 feet. All of that water that has been sitting there all of these years contributed to the rust of that conduit which is now incompetent. We will be getting a price to replace it and other conduits that were used to provide a path for audio cable from the church to Regas House which was then reused to provide door lock access for automated door locks. It will likely require relocating the cable to another spot. We do not know the full extent or cost to fix it yet. It may be the cable that powers the supply fence for the air conditioning. We may have to tear up many more feet of sidewalk to determine what needs to be done. We discussed how we might take the opportunity to correct the drainage and hear the conduit runs. There are no detailed as built drawings, so it is very frustrating to figure this out. We will carefully document all of this so those who come after us will have the correct information. We are going to have Mike Verdugo permanently fix the storm drains as the rains are coming.

We discussed ventilation in the robing room. The windows had been capped with concrete and there has been discussion about putting a metal grate over it rather than sealing it which creates a nice flow east to west. There was discussion about what to do if water gets into the well. Various options including a sump pump and a water alert system. It is a very protected area and unlikely that water will get in there, but the alarm should take care of any issues.

The east wall is in pretty good shape. The scaffolding should be pulled out by the third week of December. The drip strips have been provided to Mike and should be reviewed for approval to provide a drip strip to prevent water from getting in. This is an extra backup to the repaired windows, which have been weather-stripped. It will be less than \$10,000 to do this so we will proceed. The changing weather is taking longer for the caulk to set.

The temporary office has been removed from the main corridor in Regas House. It looks terrific, great job.

The power vault that feeds the trailer and Scott Hall had leaks, which were repaired, sump pump was replaced, and it was sealed. Veronica did a great job getting a good price for this work. The contractors will need to remove the seal so it can be tested properly.

The gas meter was moved and was more labor intensive than we thought it would be – especially dealing with the many gas company departments. The gas was turned back on after testing.

We just got a price from Cal Restoration for the office building. We had anticipated \$150k and they gave us a \$121k quote. On top of that, it will be another 5 to 10 thousand for the painter. We will need to check to be sure the budget is still good given the overruns in the choir room, etc.

We discussed the demoing of the print shop. We do not think it will survive El Nino. The roof is caved in. Now is the time to make a decision to clean out and throw away what we do not need and relocate to scott hall what we do. Bob and Erica agreed to visit the site and make recommendations. We discussed possible replacements. Lonnie offered to get quotes to demo it. We discussed landscaping and other options, which will be discussed next month.

Mike and Sally have approved the display in the lawn which is preventing the appropriate maintenance of the lawn. Alfredo will discuss with Mike our concerns. Alternatives to the current display were discussed and the need of watering once the lawn is reseeded aerated and fertilized. If we do not do something, we will have mud, no grass. Alfredo will contact Mike ASAP and will discuss with Mike that this decision was made without discussing with those of us responsible for maintaining the facility.

The group discussed the possibility of selling the Rectory residence. We are asking for maintenance costs of the property. Phil will create a list and apply costs. Alfredo discussed the need for the Standing Committee of the Diocese to approve the sale of the property.

Chris Runco will distribute sketches of the potential handrails for the chancel.

### **Upcoming meetings:**

12-14-23  
1-11-24  
2-8-24  
3-14-24  
4-11-24  
5-9-24  
6-13-24  
7-11-24  
8-8-24  
9-12-24  
10-10-24  
11-14-24  
12-12-24

### **GIVING REPORT**

Submitted By Sarah Nolan:

#### **Current Giving Financials (broad strokes):**

#### **2024 Pledge Data as of 12/1**

**Pledge \$\$:** 1,381,964 (46% towards goal for \$3 million)

**Pledge:** 275 Households (this is a little over half of total “recorded” pledges in 2023)

#### **2023 Pledge Data**

**Pledges Recorded:** 547 | **Pledge Contributions Recorded:** 684 (discrepancy due to data entry and follow up issues)

**Current Pledge Contributions:** \$2,449,226

**Outstanding:** approx. - \$580,000 (based on those 547 pledges that have outstanding balances)

**Assume 10% non-fulfillment – Outstanding:** \$522,000

**Forecasted Year End Pledge Total -** \$2,971,000

**Budget Pledge Income -** \$2,897,160

**2023 Overall Giving Data vs. 2022 Giving** (\*\*\*) This is generally accurate but rough data drawn from our giving database. There will likely be some recategorizations that will happen.)

*As of Dec. 1, 2023*

*Compared to Dec. 1, 2022*

***Pledge Contributions –***

Total Dollars: \$2,449,226

Median: \$1,150

Contributors: 684

Total Dollars: \$2,308,112

Median: \$1,200

Contributors: 735

***Plate Contributions –***

Total Dollars: \$78,046

Median: \$50

Contributors: 213

Total Dollars: \$78,649

Median: \$75

Contributors: 218

***Online Contributions –***

Total Dollars: \$55,832

Median: \$100

Contributors: 188

Total Dollars: \$68,217

Median: \$100

Contributors: 18

***Special Gifts –***

Total Dollars: \$83,118

Contributors: 12

Total Dollars: \$30,000

Contributors: 2

***Bequests & Memorial Gifts –***

Total Dollars: \$710,869

Contributors: 17

Total Dollars: \$123,200

Contributors: 2

