

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

August 3, 2025

PRESENT Jonathan Berry, Blaine Cavena, Connie Chung, Cress Diehl, Barbara Andrade DuBransky, Chris Folz, Bill Gould, Clara Hill-Williams, Al Hughes, Cathy Keig, Ben Martin, Dan McCarrel, Mark Moreno, Nancy Naecker, Gloria Pitzer, Billie Rainer, Andie Reid, Tim Rich, Monique Thomas, Lorynne Young

EXCUSED Greg Adams, Patrick Briggs, Luca DiMassa, Cruz Jackson, Tony Jackson, Erica Tamblyn

ALSO PRESENT Susan Russell, Karen Meier, Kathy Onoye

GUEST Terry Knowles

The meeting was called to order at 12:00 p.m. by Priest-in-Charge Tim Rich in the Forum and via Zoom. Rich then offered an opening prayer.

Diehl acknowledged the Tongva land on which All Saints sits, and led the vestry in reading the Mission Statement aloud together.

Hughes welcomed the visitors.

BUSINESS ITEMS

Approval of June 29, 2025 Meeting Minutes

It was moved by Keig, seconded by Andrade DuBransky, and the vestry unanimously approved the minutes of the June 29, 2025 meeting.

Approval of Committee Reports

It was moved by Folz and seconded by Cavena and the vestry approved the committee reports for this current meeting.

Finance Report

Knowles reported the two most significant items in the June financials were regarding two non-operating funds.

First, the net proceeds in the amount of \$4.8M from the sale of the rectory. These funds are currently held in All Saints' Schwab account and are earning approximately 4%. The Investment Committee, whose members include Mike Puls (Convener), Tony Jackson, Blaine Cavena, and Mehdi Emrani, is considering the optimal means to invest these funds, focusing on income and growth. They will bring a recommendation to the finance committee and vestry by September.

The second non-operating fund concerns church roof repair. The vestry approved a \$750K internal loan from the New Building Fund for this purpose. This transaction appears as a Long-Term Maintenance Fund on the Designated Fund Summary, where the total amount is \$795K,

a combination of the roof repair and the \$45K of electrical work authorized last vestry meeting. The Operating Fund loan repayments (\$37K/month) started in July 2025.

Knowles reported that year-to-date there is a positive variance from the budget of just over \$200K. Pledge giving is robust. Plate giving is reflecting a shortfall from the budget for Easter, as well as increased online giving. Building/ Parking/Filming is below budget in June but will rebound in the July financials due to filming activity in July. Music YTD is over budget, but the shortfall may be covered by the Music Discretionary Fund. There will be a draft of the protocol for determining when to use these funds.

Knowles reported that the 2026 Budget Subcommittee plans to have a solid draft by the September 7 vestry meeting.

Rich thanked Knowles for her leadership and noted that the staff has stepped up. It was moved by Martin, seconded by Thomas and the June financials were unanimously accepted by the vestry.

SACRED RESISTANCE

Russell reminded the vestry that on December 3, 2016, the Episcopal Diocese of Los Angeles adopted a resolution declaring itself a “Sanctuary Diocese.” The resolution urged congregations and institutions to discern how they are called to serve as places of welcome, refuge, and healing, and offer forms of material and pastoral support for those targeted by hate for any perceived status of difference. She reminded the vestry that we understand that as a call to stand in resistance to the systemic evils that oppress and marginalize any member of our human family – including but not limited to racism, sexism, nativism, homophobia/ transphobia, anti-Semitism and Islamophobia. All Saints is part of the Diocese of Los Angeles and provides Sanctuary for All. Francisco Garcia is co-chair of the diocesan task force, and there is an online presence. Chase and Russell are working on protocols and clarity in procedures. Rich commended Chase and Russell for their work. He also commended the work of the diocese.

INVESTMENT COMMITTEE

Cavena gave an update on the investment committee and investment subcommittee. The members are Mike Puls, Tony Jackson, Mehdi Emrani, and Blaine Cavena. The purpose is to monitor our investments, advise on investing approaches, and recommend actions and policies associated with investments. We are currently developing recommendations and updating the church’s investment policies to align with our current fund management options. We are currently with the Episcopal Church Fund. We are making sure our policies line up with what we are doing. We are working on investment strategies, options, and alternatives and management of investable funds. Policies are being developed for use of the rectory sale proceeds, consistent with the rectory sale case approved by the diocese, including use of funds for rector housing and to enhance the prophetic vision of the church.

AUDIT COMMITTEE REPORT

Cavena reported that the most recent audit was 2020. Due to challenges with records, financial reviews rather than full audits were conducted for 2021 and 2022. It is time for full audits for 2023 and 2024. The committee is charged with selecting the auditor and working with them through the audit process. The committee received proposals from three CPA firms and has

selected the firm of Leaf & Cole. They recommend the vestry authorize the expenditure of \$34,500 as combined fee for audits of 2023 and 2024. It was moved by Folz and seconded by Berry to approve the selection of Leaf & Cole to perform financial audits for 2023 and 2024 and authorize the expenditure of \$34,500 as combined fees for the two audits. The vestry unanimously approved the motion.

Discussion followed on how committees select vendors. A checklist or guidelines need to be developed. If process is followed and is solid, the vestry can ask questions and approve or deny requests and recommendation. Rich thanked the audit committee and Blaine Cavena.

NEW CHURCH SOFTWARE SYSTEM

Naecker gave background on the new church management system. Individuals and group leaders can manage their own data. Thanks to Amanda McCormick, Nader Eldahaby, Sarah Nolan and Nancy Naecker. Amanda and Nader did 90% of the work. Please thank them. Naecker gave an orientation, explained the capabilities and walked the vestry through the system. She explained the timeline, training and rollout. People will be on the lawn on Sundays helping parishioners.

PRIEST-IN-CHARGE REPORT

Rich is working this with the Budget Subcommittee, and the Advisory Body for Liturgy and Representation. He thanked Clara Hill-Williams, Connie Chung, Mark Chase, Melissa Hayes, and Susan Russell who serve on this board. The body is making some progress, and is considering areas that include iconology and music.

Hughes, Jackson and Rich have been meeting with the preschool. It is still a work in progress.

Rich is working with Buildings & Grounds and is convening the Deferred Maintenance Working Group that includes Barbara Andrade DuBransky, Tony Jackson, Cathy Keig, Mark Moreno, Phil Naecker, Chris Runco, Mark Satterlee and Lonnie Schield. The group is looking five years down the road so we can plan for the work needed.

SENIOR WARDEN REPORT

Hughes thanked Hill-Williams, Andrade DuBransky, and Gould for their work on a process for an annual review of RJAB. Some things have been accomplished over the past two vestry terms. We now have the committee for liturgy and music. Angela Glover Blackwell came and spoke at All Saints. We started Sacred Ground and Sacred Being. Vestry members need to be involved. Additionally, it is important that people of color make up 50% of vestry membership.

Andrade DuBransky reminded vestry about the RJAB annual report. Thomas asked vestry to consider their pledge and involvement in Sacred Ground and Sacred Being.

LOOSE ENDS / COMMUNICATION TO THE PARISH

- McCarrel will be sending invitations to vestry on Trans
- Moreno thanked Rich for his leadership.
- Rich said Tony Jackson will be back at the September meeting to discuss vestry leadership and committee involvement

- Rich shared that Maren Tompkins sent the link to the vestry handbook. He asked the members to please read it.
- Rich commended Amanda Baughman for her amazing work. There has been a wave of interest in Children, Youth & Families. Mark Satterlee will fund a part-time position for an assistant for CYF. Berry said the position posting is live on the website. Please share with good possible candidates.
- Martin shared that there were nine newcomers at the newcomer coffee, and reported that some found us on ChatGPT. He thanked Dan McCarrel, Cindy Bishop, Thomas Diaz, Nancy Naecker, and Tim Rich for dropping by.
- Russell shared the process for applying for Bishop is now closed. She described the next process and our delegates to the Diocesan Convention in November 7 and 8.
- Thomas thanked Tim Rich for his sermon this Sunday.

COMMENTS FROM GUESTS

Parishioners had an opportunity for open comment.

It was moved by Folz and seconded by Berry to adjourn the regular meeting at 1:34 p.m.

A closing prayer was offered by Susan Russell.

Respectfully submitted,
Kathy Onoye

Vestry Committee Reports
August Meeting 2025
Addendum to August 3, 2025 Vestry Meeting Minutes

NO REPORT:

Finance
Pastoral Care
Personnel

BUILDINGS & GROUNDS

Submitted by Rachel Barker, B&G Committee member

July 10 Attendance: Lonnie Schield, Erica Tamblin, Phil Naecker, Rachel Barker, Jim White, Craig Johnson, Chris Runco

ASC Consultant/Staff Attendees: Tim Rich, Verna Zamora

Opening Prayer

God Dwells in You *led by: Tim Rich*

Minutes Approval

Meeting Minutes from 06/12/25 reviewed by committee members and approved.

SAFE Parking Status

Update on safe parking provided by Erica and Tim. Hearing was attended about 2 weeks ago and an approved CUP was granted with conditions that safe parking people are permitted to use campus restrooms, which is not possible due to staff and cost constraints - as a result, we'll have to go through an appeal process and the hearing is tentatively scheduled for Sept 25th.

Update on Woodland Road Rectory sale discussions

Discussion regarding closed escrow, successful components of the process, and next steps for proceeds from sale as communicated to the congregation.

Status of Door and Lock issues throughout campus

Tabled for the next meeting to circle back and discuss further.

Update on leak issues

Cost estimate for repairing Sanctuary Roof: Current Budget - \$700,000

Sanctuary roofing bidding in process: 9 vendors requested to bid, 6 vendors responded in some way, 3 vendors bidding by July 18th

Cost estimates to replace fused disconnects in the Main Electrical Panel

Total cost \$34,193 – Expenditure approved by Vestry; work to be scheduled. Parts should be coming at the end of next week and then the schedule will be confirmed.

Should we go ahead and bypass the failing 208V to 240V transformer and remove that transformer?

Included in main electrical panel work above

B&G Committee position on tearing down Scott Hall and the Print Shop/Corner Building

Updates provided by Tim with regards to the discovery stage underway and group discussion about various parties involved, considerations, and conversations that are part of the process.

Holy Rakers update

Updates provided by Chris that all grounds/landscaping repairs and maintenance is going well, without major issues to report. Work day scheduled for July 19th.

Labeling and documenting all valves and shut-offs

Scheduled for July 18th for Verna's team to help Ryan and B&G to complete the project

Update of easement for sidewalk widening

Waiting for the City to modifying the sidewalk to solve the "sloping" issues at no cost to ASC.

CHILDREN, YOUTH & FAMILIES

Submitted by Jonathan Berry, CYF Committee Chair

CYF Committee Highlights for July 2025:

- CYF Parent Mixer at Wild Parrot Brewery on July 13th
- Youth Ice Cream crawl in Pasadena on July 19th
- Family Sushi Workshop with Chef Scott Sayer on July 20th
- Ongoing search for additional committee member to support promotion/communication and special events
- Started search for a Part-time Youth associate starting in September - <https://allsaints-pas.org/career-opportunities>
- Beginning a new Young Adult ministry to stay connected with post-high school youth as they navigate college/next steps
- Upcoming events: Blessing of the Backpacks (8/10) CYF Pool Party (8/23)
- Expanded committee reports starting in September!

COMMUNICATIONS

Submitted by Connie Chung, Communications Committee Chair

The communications committee met for its first meeting on July 13, 2025. We are reviewing the 2021 communications audit and the 2024 Getting Connected Class Survey. Our next meeting will be Monday, August 4, where we will continue to discuss potential committee activities and structure.

CONGREGATIONAL LIFE

Submitted by Nancy Naecker, Congregational Life Chair

Welcome Ministry

- Welcome Cards received for July 2025: 17
 - Interests checked:
 - ✓ AAPI: 0
 - ✓ CYF: 2
 - ✓ CYF Choirs: 0
 - ✓ Latino/Hispanic Ministry: 2
 - ✓ LGBTQ+: 5
 - ✓ Music: 7
 - ✓ PCHH: 4
 - ✓ Peace & Justice: 7
 - ✓ Senior Saints: 0
 - ✓ Spiritual Formation: 3
 - ✓ Small Groups: 3
 - ✓ 20/30's: 6
 - ✓ 40's, 50's & Friends: 2
 - ✓ Women's Community: 5
 - ✓ Volunteering: 5
- **Welcome Emails** were sent by our Welcome Team Volunteers - Charlotte Maya, Anina Minotto and Marianne Ryan to all those who filled out a connect care/welcome card.
- **Connect Cards** (aka Welcome Cards) are now in a process queue in ChuchStaq and the front desk volunteers are managing that queue. New folks are being automatically entered into the "interests checked" and well as receiving a personal welcome email. Ministry leader receive an email notification when new people have been added to their group.
- **Newcomers Coffee** on July 6 had two new folks attend in the chapel. Thank you to Amanda Baughman, CYF Director, and Dan McCarrel, Greeter, for staffing the Newcomers Coffee.
 - The next Newcomers Coffee is August 4 in the Chapel

Greeters

- **Usher/Greeter Orientation** is scheduled for Saturday, Sept 6 from 10:30-12pm to train/review guidelines and review emergency procedures.

Senior Saints

- On summer hiatus for July and August.

Small Groups

- **Melissa Hayes** is the Staff Liaison for Small Groups now.
- **Sacred Collage** introduces participants to the art medium of collage as a focus for meditations and prayer. Begins on Aug 3 for runs for 5 consecutive Sundays from 12-2pm in the Learning Center. Led by Dori Torrey.
- **Small Group Ministry Team:** Juliann Budimer, Robb Grimm, Nancy Naecker, Nancy Reynolds, and Jonathan Stoner.

LGBTQ+ Ministry

- June Pride month was a big success – thank you to Matt Berkley, Kaia Duke, Hannah Earnshaw, Connie Frady, Billie Rainer, Sue Roediger, Daniela Soto and Troy Wise.

40's, 50's & Friends

- Sunday, August 10, 12:45-4pm - Second annual Transformational Journey to Project Angel Food (more information below)
- Sunday, August 17, noon-3pm - Potluck, Karaoke, & Dance
- Saturday, August 23, noon - Books & Beverages: A Summer Conversation about Love, Part 3
- All organized by the 40's, 50's & Friends Leadership Committee: Connie Chung, Patti Coleman, Connie Frady, Albert Giang, Jose Gutierrez, Venus Herbito, Scott Heringer, Claudia Lopez, Ben Martin, Debra Shim, Karen Swanson and Alvin Yin.

Women's Community

- **Women of Spirit** is a committed small group of a women who meet in person and/or virtually on the first Wednesday of the month. We are a book study, a support group, and identify most strongly as a sacred circle. The group is currently at capacity.
- **Union Station Family Center Meal:** On the 5th Monday of the month Women's Community provides a healthy, nutritious meal to the families of Union Station Family Center. We provide a potluck style meal for the families...with each person bringing a part of the meal. Our next available opening for volunteers will be September 29, 2025
- **The Women's Room at Friends in Deed:** The Women's Community provides a delicious lunch on the 2nd Monday of each month for 40 women.

Hispanic/Latino Ministry

- Reforming under the leadership of Carlos Carrillo and Rosemary Muniz. More details coming soon.

Becoming Beloved Community

- Sacred Ground
 - The series builds around a powerful online curriculum of documentary films and readings that focus on Indigenous, Black, Latino, and Asian/Pacific American histories as they intersect with European American histories.
 - 60 folks are participating in 10 small groups who continue to meet twice a month through September 2025.
 - Co-chairs: Lori Kizzia and MaryAnn Ahart.
 - Small Group Facilitators: Al Hughes, Wendy Edwards, Terry Moore, Hannah Earnshaw, Kaia Duke, Rick Thyne, Betty Cole, Marrianna Ryan, MaryAnn Ahart, and Bonnie Rice and Billie Rainer.
- Sacred Being
 - Provides an opportunity for people of color to come together to find a pathway of liberation from internalized racial oppression. Meeting scheduled for Wednesday, July 30 with Mark Chase.

Faith Formation – Strength for the Journey – Summer Sunday Mornings at Saints: What are you reading, watching or listening to that is giving you strength for the journey this summer?

- Aug 3 – Johnathan Stoner: Finding Mr. Rogers: Kindness, Courage, and Compassion in a Broken World.
- Aug 10 -- Tim Rich: Summer & Sabbath: Changing the Rhythm in Our Daily Lives
- Aug 17 – Keith Holeman: Kindness & Resistance in a Siberian Gulag
- Aug 24 – Amanda Baughman: “The Ruthless Elimination of Hurry” by John Mark Comer
- Aug 31 – Jenny Tisi: “The Four Agreements” by Don Miguel Ruiz

Leadership Support & Development

- Leading a Ministry or Committee Training on Aug 24 from 11:45am – 1:45pm in the Forum.
- Ministry Leader Program Year Kick-off on Saturday, Sept 6 from 9:00 – 10:30am.

Episcopal Night at Dodger Stadium

- August 29 at 7pm – Dodgers take on the Arizona Diamondbacks. 120 tickets were purchased by parishioners to attend the game and 58 tickets were purchased to be donated to Foster Care Youth with enough donations to include food for the Foster Youth.

Church Management System (ChMS) Migration

- We are in the last phase of migration from Arena (old ChMS) to ChurchStaq
- The staff and ministry leaders have been using ChurchStaq for a few months.
- We will be switching “officially” to ChurchStaq on August 1 including the My All Saints member portal and calendar feed on the website
- Under the direction of Amanda McCormick, Nader Eldahaby, Sarah Nolan and Nancy Naecker

GIVING

Submitted by Sarah Nolan, Director of Development, Giving and Economic Justice

2025 Pledge Overview

Pledge \$\$: \$ 2,654,941

(2024 Year End - \$2,727,847 pledged | \$2,609,118 actually paid towards pledges)

Pledge #s: 537 households

(2024 Year End – 587 households)

Median Pledge: \$2,100

Other Updates:

- **Immigration Legal Support:** We have raised \$ 22,851.55 from 80 donors for the Diocese of LA’s Sacred Resistance legal support fund, which will help individuals from our diocese who have been detained by immigration enforcement.
- **Database Transition:** I reported in error last month that we had finalized the migration. There ended up being a couple areas that were not fully uploaded, that I was under the impression were completed. However, I was told that by August 10, we should be able to do

pledge comparison reports in the database. Amanda McCormick (associate for giving) will work with myself, Terry and Connie to develop a regular reporting rubric.

- **Giving Committee Updates** (If you would like to participate in any of our giving efforts, please reach out to Sarah Nolan):
 - **Vestry Giving Committee:** | Next Meeting – Mid-September. This meeting will include a focus on Christmas and Easter Special Gift Asks and how to renew and realign those efforts. (Chair – Gloria Pitzer)
 - **Heritage Committee (planned giving)** | Next meeting – Monday, July 28. (Chair – Gloria Pitzer)
 - **2026 Pledge Campaign** | Next Meeting – Thursday, July 24. Campaign Kick off Date: 10/19/2025. Sustaining Donor Dinner (5,000+ and Tithers): 10/4/25 at 4:30pm at the church. (Co-Chairs – Ben Martin and Monique Thomas)
 - **2026 Fundraising Event** | Met Wednesday, July 23. Focused on theme, strategy and next steps. Date of Event is April 25, 2026 and will be held at the University Club. Goal of this event is to expand and grow our connections beyond our membership, with the focus of the event on a ministry that has an impact on the wider community. (Chair – Mehdi Emrani).

PEACE & JUSTICE

Submitted by Lorynne Young, P&J Committee Chair

Our committee doesn't meet in July, but members are still active in on-going work and planning for fall.

Action Table/Rapid Response Team continues with new actions weekly. Through the end of July, All Saints has sent 4,276 letters to various elected officials and government agencies. This averages about 142 letters per week, which works out to about 30 percent of the congregation signing on.

Know Your Rights "Red Cards" are available in basically unlimited quantities (thanks to Erica Tamblyn).

Foster Care Project has had a table on the lawn this summer and is collecting back-to-school supplies.

Middle East Ministries recently hosted a screening of "From Ground Zero," a film that contains reports from 22 Palestinian directors living through the war in Gaza. They also support the weekly protest/vigil on Monday nights. It begins at the old Post Office on Colorado at 5 pm, and then marches up to City Hall.

Sacred Resistance/Congregational Engagement

It is encouraging to see so many members of our congregation supporting the vigils, protests and rallies that are taking place in Pasadena. In addition to the weekly Gaza vigil, there is a Wednesday morning protest against ICE at the Home Depot on Walnut. Several members also attend the monthly Sacred Resistance Zoom meetings.

We are continuing to work on better ways to communicate with our people when events cause protests during the week. Right now there are two What's App groups. Information on on-going events is available at the Action Table.

Plans are underway for involvement in Getting Out the Vote (GOTV) for special elections this November and the midterms in 2026. Postcards should be available at the Action Table in mid-August.