

All Saints' Episcopal Church  
January 26, 2023 – Saint Barbara

Vestry Present

Dan Burner, Interim Rector  
Tim Hyland, Senior Warden  
Tim Daley, Junior Warden  
Stacy Gibson, Treasurer  
Nancy Calkins, Clerk  
Judith Allen  
Jill Eden  
William Evans  
Lucy Guernsey  
Cathie Lemon  
Kevin Lentz  
Joyce Moderow  
Susan Riedel  
Irene Tseng

Absent

Travys Harvey, Parish Chancellor  
Jimmy Johnson

Staff and Guests

**CALL TO ORDER**

Father Burner called the meeting to order at 6:08pm and led the Vestry in prayer.

**INFORMATION**

Rector Report: Father Dan Burner

- Father Burner attended the annual Arizona Diocesan clergy retreat where clergy met with and had discussions with the Canon to the Ordinary, the Bishop and each other.
- Father Burner and the staff are preparing the Annual Report to present at the Annual Meeting on Sunday, January 29, 2023.

Senior Warden Report: Mr. Tim Hyland

- Mr. Hyland thanked the Vestry for their giving of their time and talents, particularly this past week in their hard work and dedication to the parish.
- Mr. Hyland informed the Vestry that further background checks have been conducted on the three finalists and, at the time of this meeting, no additional concerns have been brought to our attention.
- Mr. Hyland thanked Ms. Gibson for her financial report at Sunday's service.
- Mr. Hyland shared that the church-school leadership team met again and is producing a report in preparation for the Day School accreditation team and process beginning in March 2023.
- Mr. Hyland reported that registration for Chapel Rock Episcopal summer programs is now open.

- Mr. Hyland distributed information about the Episcopal Youth Event program in Maryland in July 2023 to members of CLASP.
- Mr. Hyland reported that the initial boiler repairs did not resolve the issues and the equipment will continue to be evaluated to find a solution.
- Mr. Hyland updated the Vestry on the status of the insurance claim for the leak in the dry sacristy.
- Mr. Hyland thanked Ms. Riedel, Ms. Lemon and Mr. Johnson who are completing their third year on the Vestry. Mr. Hyland announced that Ms. Calkins, Vestry Clerk, and Ms. Gibson, Vestry Treasurer, will be stepping down from their Vestry roles and thanked them for their long-term leadership.
- Mr. Hyland let the Vestry know of the formation of a Close Committee with the intention of establishing clear standards, guidelines, policies and procedures related to the Close.

Junior Warden Report: Mr. Tim Daley

- Mr. Daley thanked everyone for their investment of time and discernment in interviewing the Rector candidates.
- Mr. Daley requested volunteers from the Vestry or the congregation to join the Building and Grounds Committee. If anyone on Vestry is interested or knows of an interested parishioner, please let Mr. Daley know. Mr. Haskins will continue to serve on the committee. The Buildings and Grounds Committee will continue to develop a vision for the whole-campus approach to the Day School and Church. The committee typically meets quarterly, but may meet more frequently depending upon the needs of the group.

Chancellor Report: Ms. Travys Harvey

- Nothing to report in Ms. Harvey's absence.

Treasurer Report: Ms. Stacy Gibson

- Ms. Gibson reviewed and answered questions regarding the draft of the budget. The ACF adjusted the endowment withdrawal rate from Vestry-approved 6% down to 4%. Ms. Gibson is working with the new ACF representative to determine if this change is accurate.
- Ms. Gibson shared that the Associate Rector salary is mandated by the Diocese and is likely to increase this year. Ms. Gibson budgeted for 2023 as if the Church will be at full staffing levels. The health insurance costs related to full staffing are significant, particularly for staff with families (i.e. insurance for an individual is \$9,000 per year and \$27,000 per year for a family). We have been operating at a 5% deficit in 2022, despite the attrition of clergy and staff-related savings. Ms. Gibson stated that we managed the budget in 2022 by finding ways to utilize the pledges that we have. We will not be able to fund our ministries in 2023 and a full staff, returning to pre-pandemic ministry levels and activity, unless our pledged giving increases.

- Mr. Hyland assigned calls to Vestry members to follow-up with individuals/families who pledged in 2022, but have not pledged for 2023.
- The auditor has issued its order and Vestry will vote on the process at the Special Meeting on Saturday, January 28<sup>th</sup> prior to the Annual Meeting. We may be required to waive the 30-day notification.

#### Day School Report: Ms. Irene Tseng

- Ms. Tseng reported the Day School accreditation visit will be March 5 and 6, 2023.
- Ms. Tseng reported that the permits are in place for demolition at the Day School campus. The project should be completed by June 2023.
- Ms. Tseng reported that students are applying to high schools.
- Ms. Tseng reported that the Day School Open House was held last week and applications have begun.

#### **DISCUSSION**

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1. Stewardship Update: Nothing to report.
2. Rector Search Status Update: The Vestry will hold a special meeting on Saturday, January 28<sup>th</sup> at 9am. The location is to be determined.
3. Annual Meeting: Sunday, January 29<sup>th</sup> at 9am. Mr. Hyland commended Mr. Daley for securing five candidates for four Vestry spots, five candidates for Diocesan Convention and candidates for Junior Warden.

#### **DECISION**

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1. Motion to approve the December 2022 Vestry Meeting Minutes:  
First: Lucy Guernsey  
Second: Susan Reidel  
APPROVED Unanimously
2. Motion to accept the 2023 Budget as presented:  
  
Motion: Stacy Gibson  
Second: Judith Allen  
APPROVED Unanimously

#### **EXECUTIVE SESSION**

#### **ADJOURNMENT**

Father Burner led closing prayers at 7:24pm. The meeting was adjourned at 7:25pm.

Respectfully submitted,

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Nancy Calkins  
Clerk of the Vestry