

All Saints' Episcopal Church
April 19, 2023 – Saint Barbara

Vestry Present

Perry Pauley, Rector
Tim Hyland, Senior Warden
Kevin Lentz, Junior Warden
William Evans
Irene Tseng
Anjali Abraham
Nancy Cotton
Brandi Haskins
Joyce Moderow
Shauna Yoder
Judith Allen
Judith Allen
Travys Harvey, Parish Chancellor

Absent

Tim Daley, Clerk
Jill Eden
Jeff Elish, Treasurer
Lucy Guernsey

Staff and Guests

CALL TO ORDER

Tim Hyland called the meeting to order at 6:07pm.
Fr. Pauley led the Vestry in prayer - Christ is Risen.

INFORMATION

Rector Report: Father Perry Pauley

- Fr. Perry thought Holy Week and Easter was good. Easter attendance for the weekend services was 911. We were up 6% from last year. The only service with lower attendance was the 9 am service on Easter but other services were up, especially the Easter Vigil and the 11 am. Total for offerings without the 11 am service was over \$10,000.
- A discussion was held on how to increase 9 am Easter attendance. We want to try to incorporate the Day School more (Choristers, band, etc.) into the 9 am as in years past. We might also be able to use new learning commons with sunscreens to make it cooler.
- Fr. Perry discussed staffing. We posted for a finance person before Easter. We are contacting top people for further discussions. We hope to have an offer made by May 1 or as soon as we can thereafter.
- We have been contacted by the Diocese that our parochial report is late. We are now to submit it by April 27. We just completed our 2022 final numbers.
- Church and school have agreed a 60/40 associate clergy person [60% to school for teaching of religion]. New music director will be split 70/30 initially which will move to a 60/40 split with the school.
- September 30 is the date of Fr. Perry's installation service. A committee/group will work on the details. Juliaette Chamberlain and Irene Tseng will be our representatives on the committee. The school members on committee will be Wendy Kyser and Wendy

Granier. October 1 is Day School Sunday and we are trying to make this a community event weekend for both the parish and the school..

- Fr. Perry's reflection in the Eblast will include a request to update our database and provide assistance to people update their materials. We will have volunteers to help with database information on laptops, and also provide paper updates. April 23 will be Spring Cleaning Sunday on the database.

Senior Warden Report: Mr. Tim Hyland

- Mr. Hyland thanked everyone for their hard work during Holy Week. He reported that 10 youth worked on the Church clean up on April 1, along with Vestry members Will Evans and Judith Allen.
- Mr. Hyland reported we have completed the purchase of a new workers compensation policy effective April 1, 2023 and are presently working on the cyber insurance policy applications to go out to bid. It is hoped that this year we can work toward having all the insurance policies be renewed at or around the same time each year.
- The transition committee is hard at work setting up events to introduce Fr. Perry to the various ministries of the parish as well as general events for the parish community.
- Dr. Whitman will be attending the May Vestry meeting and will provide an end of school report.
- The Bishop will make her visitation to All Saints on May 14, 2023 and conduct Confirmation for All Saints' confirmands. It is expected that she may want to meet with Vestry that day after Sunday services. Fr. Perry informed the Vestry that Bishop Smith's term as interim Dean at Church Divinity School of the Pacific will be ending and he will assist Bishop Reddall in the future in conducting Bishop visitations, likely visiting All Saints' in 2024.
- Mr. Hyland requested the Vestry start recruiting parishioners to participate in the ministries of the church and other activities. A discussion was held about trying to hold a Vestry Forum before the end of May. It was agreed we would look for a possible date for a Vestry Forum either before or after the summer "break."

Junior Warden Report: Mr. Kevin Lentz

- Mr. Lentz reported the Young Adults group has taken an interest in the now denominated St. Mary Garden. They have approached Kevin and the Building & Grounds committee. They would like to clean it up and use the skills of a landscape architect to improve the garden. They have been asked to prepare a plan for the consideration and approval of the Vestry.
- Irene and others have worked hard on the ministry database and prepared a list of ministries and ministry leaders.
- It has been recommended that we work out a formal budget for Evensong and seek more volunteers for this ministry.

Chancellor Report: Ms. Travys Harvey

- Ms. Harvey spoke about **security presence and procedures**. The school and the church are discussing protocols and any needed updates. Ms. Harvey will be attending the school risk management meeting tomorrow.
- The school received several calls from an individual about the school, its schedule and policies. The person became very agitated. Police were called and spoke to the individual. Lockdown was not required.
- A Penske van was found behind the school with a cut off monitor bracelet and weapon inside. The police were notified.
- There was also a vehicle in the church overflow parking with its door open for several hours which was suspicious.

Treasurer Report: Mr. Jeff Elish

- No Report.

Day School Report: Ms. Irene Tseng

- Ms. Tseng reported the school has been on Spring Break.
- The Day School did significant publicity on the 9 am Easter Service.
- The School community, students and staff, had very positive feedback on Fr. Perry's sermons in Chapel.
- May is a busy month for the school. On May 3, they will hold a Naturalization Ceremony. May 4 is Crossworlds program. May 25 is Graduation.

DISCUSSION

Old Business

1. Pledge Drive: We are ceasing updates on last year's pledge drive. We will still ask for 100% participation and engagement in pledging as a spiritual discipline. The Stewardship Committee will begin working on the theme and new pledge drive. We should be discussing year round pledging with congregation.
2. Boiler and Leak Update: We now have obtained quotations on cost of a similar boiler system [without cost of removal of old boiler and installation of new boiler], the cost of removal and installation of a high efficiency boiler and the cost and installation of a redundant boiler system. We are still seeking **some comparative bids** but we now believe we are looking at a cost of \$45,000 - \$55,000 for this project. We are checking on whether we have any **restricted building and grounds funds** that might be applicable. We

are still working on the leak issues. This has been taken over by Javier, the Sexton, who has had additional inspection by the roof company since we now believe the leak is within their scope of work.

New Business

3. Payroll Tax Reimbursement: The payroll tax reimbursement program suggested by Fr. Dan is still being investigated by staff. Ms. Harvey noted this is an area that has been impacted by fraud, and she will review the proposal provided to the church. After discussion it was decided to also check with the accounting firm who conducts our audit as to the propriety of such a reimbursement claim. It was also noted we may need to coordinate this with the school since we are all one entity and employees for the church and school are all included in one workers compensation insurance program. The matter will continue to be investigated before being brought to the Vestry as to whether we should go forward.
4. Vestry Retreat: It will be held on Saturday, April 29, from 8:30 am to 2:30 pm in Saint Barbara. Ken Mosesian will be the facilitator for the retreat.
5. Other revenue sources: We are going to set up a group to brainstorm and explore potential revenue sources, apart from pledges, and to also review policies on services and items for which the church charges a fee. Potential sources of other revenue might include rental fees, use and/or rental of the overflow parking lot, cell towers, etc.
6. Housing Allowance: Clergy are entitled to designate a portion of their compensation as a housing allowance under applicable tax laws. A resolution was read for the Vestry to approve Fr. Perry's housing allowance at 50% of his total compensation. Discussion on the resolution was held.
7. As stated during the Rector's report, the church needs to provide the Diocese the parochial report by April 27, 2023. The report needs to include our 2022 final financial numbers. These are now ready but need to be approved by the Vestry. Since the Vestry does not have sufficient time to review and approve the final financial numbers within the necessary time period, there was a discussion to delegate to the Wardens the authority to review and approve the 2022 financial information.
8. Fr. Perry asked for the Vestry's input on the church summer schedule. It is a general impression that the schedule is lighter in the summer, such as there is no choir, no Sunday School and no Evensong. There was a discussion of how many services should be conducted on the weekends during the summer and other items such as adult formation. Fr. Perry thanked the Vestry for their thoughts and indicated he was going to reach out to other groups/persons and determine the summer schedule.

DECISION

1. Motion to approve the minutes of the March 15, 2023 Vestry meeting as amended:

Motion: Judith Allen
Second: Irene Tseng
APPROVED: Unanimously

2. Motion to suspend the 30 day prior notification policy in order to approve the Housing Allowance for Fr. Perry for 2023:

Motion: Nancy Cotton
Second: Anjali Abraham
APPROVED: Unanimously

3. Motion to approve the Housing Allowance for Fr. Perry for 2023:

Motion: Shauna Yoder
Second: Judith Allen
APPROVED: Unanimously

4. Motion to approve delegation of authority to Wardens to approve final 2022 financial information for use in the parochial report.

Motion: Nancy Cotton
Second: Judith Allen
APPROVED: Unanimously

EXECUTIVE SESSION - None

ADJOURNMENT

Father Pauley led closing prayers. The meeting was adjourned at 7:51 pm.

Respectfully submitted,

Tim Hyland
Senior Warden acting as Clerk of the Vestry