

**All Saints' Parish Beverly Hills**  
**Minutes of the Meeting of the Vestry on January 28, 2020**

Attendees: Clergy: Janet Broderick, Nat Katz  
Vestry: Theresa Amy, Chris Cook, Marissa Flaxbart, Millie Hansen, Lisa Holguin, Susan Humphreville, Bill Lincoln, Gerrie Maloof, Dennis McGuckian, Gary Roberts, Ken Sulzer, Kevin Yoder  
Staff: Jean Dillingham, Brian Ide

Meal: Theresa Amy

Minutes: Susan Humphreville

Janet Broderick called the meeting to order at 7:05 p.m. and led the group in opening prayer.

The previously circulated minutes of the December 17, 2019 were unanimously approved.

Janet Broderick presented the endorsement of Christie Mossman for ordination to the diaconate and requested all vestry members sign the written endorsement for submission to the diocese.

**Buildings and Grounds Update:** Janet expressed appreciation to Jean Dillingham for her work in overseeing ASBH's buildings and grounds. Jean told the group that her goal is to ensure that our buildings and grounds are safe, secure and beautiful. She works closely with the buildings and grounds committee, which includes Peter Lu and Tom Fleming, with Lisa Holguin as vestry liaison. All contractors engaged are now licensed and bonded, with three bids obtained for all major renovation or repair jobs. Jean is currently in the process of negotiating with an HVAC vendor on an appropriate maintenance contract; the contract will cover the refrigerator/freezer as well as HVAC equipment for the church and the rectory. She considers it a priority to adhere to budget and to carefully track and categorize special maintenance and regular maintenance expenses.

**Media Ministry Update:** Brian Ide was hired last fall for a 120-period to help discern what our media ministry might be, including which parishioners might be involved and what skills they might have to tell the All Saints' story and spread Jesus's love. During this period, Brian shot a series of short videos with staff and parishioners and is filming sermons and Wednesday night sessions. It quickly became apparent that our current website is not adequate to launch the videos. We are now at a juncture to assess what comes next in our media ministry. Brian presented several possibilities for future media endeavors: (1) low budget video short stories distributed via social media; (2) "Finding Jesus in LA" in which Janet is interviewed and filmed at various iconic places in LA in segments likely to be 18 minutes in length. Distribution to be determined. Cost approximately \$2,500 per episode; (3) Exploring options for live streaming of services and other events; and (4) website redesign (a necessity). In the discussion, the group agreed that planning and prioritization is needed.

**Rector's Report:** Janet Broderick reported on the following:

- Janet expressed appreciation to Theresa Amy and Ken Sulzer who will be rotating off the Vestry when new members are elected at the annual meeting.
- Peter Wold, the handicapped son of Mary Kate Wold who heads the Church Pension Group, will be staying in Byrne House while he participates in clinical trials at UCLA. ADA accessibility modifications are being made to the unit in which he will stay, with Ms. Wold helping to cover the costs of the modifications.
- Personnel:
  - We are seeking to fill two new staff positions: Executive Assistant to the Rector and Chief of Staff, with Gerrie Maloof taking the lead on posting the jobs and initially screening candidates. As an interim measure, Jean Dillingham is serving as Interim Chief of Staff. In addition, Byron

Pope (who is Jean's brother-in-law) has been retained to serve as the rector's assistant on an interim basis. Byron served as the City Clerk of Beverly Hills for 20 years until his recent retirement.

- Souren Minasian recently has been hired as Financial Manager and is being trained by Liz Ladizinsky. He is an independent contractor working up to 30 hours per week.
- As previously announced Will Stanley has accepted a call to become senior associate rector at St. Stephen's Episcopal Church in Richmond, Virginia. Janet has asked Ted Dodd to lead a committee to help look for a new associate rector for All Saints'.
- Karlyn Johnson-Brown is back from medical leave.
- Janet reminded vestry members to complete the Birkman Quiz survey.
- The annual meeting of the parish will be held on Sunday, February 23 at 9:00 a.m.

**2020 Budget:** Susan Humphreville distributed a summary of the 2020 Budget, which was approved by the Finance Committee at its meeting just prior to the Vestry meeting. The proposed budget reflects \$2,390,000 of revenues, up 7.2% over 2019 projected revenues and operating profit of \$2,500 (breakeven). Budgeted pledge revenues are \$1,510,000, 8.8% higher than projected 2019 pledge revenues. Budgeted revenues from bequests and other special gifts are \$349,000 (approximately equal to a 2019 projection of \$329,000), of which the sources for \$250,000 have yet to be identified. Budgeted distributions from the endowment and reserve fund are \$200,000, equal to 2019 distributions. Proposed 2020 expenses are \$2,388,000, up 5.4% over projected 2019 expenses. After discussion, the proposed budget was unanimously approved and will be presented at the annual meeting.

**Spring Event:** At the December vestry meeting, Chris Cook, Bill Lincoln and Kevin Yoder agreed to investigate the possibility of holding a Spring Gala, which would have a goal of netting at least \$25,000 to help support 2020 operations. Chris and Kevin updated the group on their preliminary thoughts about a festive event on our campus on May 30, the Eve of Pentecost. A "Graceland" theme was suggested, with everyone wearing red and white, with the vision of twinkling lights in the front garden, cocktails in the interior courtyard, followed by dinner in Lower Sweetland Hall. Much discussion ensued regarding the interrelated goals of maximizing revenues through ticket sales, sponsorships, etc., while building community and ensuring inclusivity. Chris, Bill and Kevin will refine their thoughts prior to the next vestry meeting.

**Thailand Missionary:** Millie Hansen proposed that Heather Askew, a missionary with Jojo's Sanctuary in Northern Thailand, visit ASBH on Sunday, April 19 to tell our parish about her endeavors with the goals of seeking financial support helping us feel part of the broader world. The vestry expressed enthusiasm for such a visit, and Millie will work with Janet to schedule.

**Other Business:** Gerrie Maloof inquired about the availability of pledge envelopes and was told by Janet that envelopes will be available for pick-up on Sunday, February 16.

The meeting was adjourned at approximately 9:15 p.m., and the vestry recessed to Executive Session.

Respectfully submitted,

---

Gary Roberts, Senior Warden



---

Lisa Holguin, Clerk