

All Saints' Parish Beverly Hills
Minutes of the Meeting of the Vestry on June 26, 2018

Attendees: Clergy: Bob Dannals
Vestry: Theresa Amy, Marissa Flaxbart, Lisa Holguin, Susan Humphreville, Gerrie Maloof, Dennis McGuckian, Sydney Nichols, Maggie Reid, Gary Roberts
Guest: Kevin Yoder

Excused: Bob Craft, Chris Cook, Ken Sulzer

Meal: Susan Humphreville

Minutes: Marissa Flaxbart

Sydney Nichols called the meeting to order at 6:57 p.m.

Gerrie Maloof led the group in an opening prayer.

Parish Profile Review: Kevin Yoder, Chair of the Parish Profile Committee, was in attendance to get the Vestry's notes on the draft of the parish profile. Several wording changes, photo changes, and grammatical improvements were suggested and generally agreed upon by the group. Kevin will take these under advisement and pass them along to Jason Franklin.

Kevin departed at 7:37 pm and a motion to approve the draft was passed. Sydney Nichols, Susan Humphreville, and Marissa Flaxbart volunteered to comprise the Vestry Review Committee. This committee will proofread and approve the final draft of the parish profile.

Study: Lisa Holguin led a study focused on where we see the Holy Spirit at work in our lives. All were invited to consider where we see the Holy Spirit at work in the world, in our church, and in the workplace, then write down brief answers to anonymously share with the group. Lisa led a brief discussion about how we hear God in the world.

Administration: Motion to approve minutes of the last meeting passed. Motion to approve minutes of the executive session passed

Rector's Report: Bob Dannals' report is summarized below:

As a new clergy member at All Saints', Rev. Will Stanley must submit a request that a portion of his income be designated for his housing. Will has calculated and designated the amount of \$14,718 to cover housing costs for the remaining 6 months of 2018, beginning July 8. The Vestry is required to approve this amount before the designation is made official. The Vestry approved unanimously.

Now that all of the staff positions have been filled, Bob has made an updated organizational chart. Bob suggested that the new rector, whenever she or he is selected, might look at this chart and reconfigure it so that fewer people report directly to a single person. As it currently stands, everyone ultimately reports to the Rector. A brief explanation of the new chart followed.

Grant money that the City of Beverly Hills allocates to the church for charitable use will be distributed with more transparency in the future. Liz Ladizinsky will oversee the accounting for

these funds going forward (formerly these funds were distributed by Rev. Scott Taylor with relatively minimal oversight).

SAGES had a successful final luncheon before the summer break on Thursday, May 24.

Sunday mornings during the summer (beginning June 24), a camp for kids entering grades K through 6 will replace usual Sunday School programming for that age group. The program, called "Camp Camden" will have a world travel theme.

Pastoral Care: Bob has been meeting with the pastoral care team and will meet with them one more time before Will Stanley's arrival. Will, who will be responsible for overseeing pastoral care duties as a major part of his role, has already set up appointments to meet with each team member individually.

"Faith Forum": Starting Sept 9 through Dec 16 (the Third Sunday in Advent), there will be a Faith Forum from 9:00-9:45 a.m. on Sunday mornings. Bob has lined up some speakers already. If it goes well, we'll repeat in Lent/Epiphany.

Quite a few personnel changes take effect in the weeks ahead: Jean Dillingham (Assistant for Liturgy and Outreach), Todd McKim (Properties Supervisor), and Will Stanley (Associate Rector) will all start within a few weeks of each other.

There will be a service to thank and acknowledge Josh Paget and Rev. Scott Taylor as part of the 10:00 a.m. worship on Sunday, July 15. The staff Thank-You luncheon for Scott was held this afternoon.

Stewardship: Letters went out to all parishioners who haven't yet pledged, but we don't have a report on the results of that initiative yet. Dinners will be hosted for those at high levels of giving, to encourage them to increase their pledge.

At 8:25 p.m., Sydney Nichols proposed that we take a break. We reconvened at 8:32 p.m.

Rector Search: The Vestry reviewed the community portfolio form from the diocese, which is required as a part of the rector search process (to be posted in the Open Position Bulletin). Sydney referred to a past guideline worksheet to calculate upper and lower limits to compensation for the rector, as required for the form.

As a part of this portfolio, each Vestry member was asked to write an answer to one of 12 questions for our parish Narrative. Each member in attendance read their answer aloud.

The Rector Search Committee has suggested that each team member read two books: *Calling Clergy* by Elizabeth Rankin Geitz and *Discerning God's Will Together* by Danny E. Morris and Charles M. Olsen. Sydney suggested the Vestry read these books as well.

Financial Report: Susan Humphreville reviewed financial results for the month and year-to-date April 2018 (see attached report).


Other Business:


Invite, Welcome, Connect: Debbie Gauer sent an email to some potential members of this new welcome ministry, and the response has been good so far.

- The Vestry should attend a diversity workshop. We are on the lookout for leads on the best way to complete this workshop.
- Steve Huber's official portrait is finished. The portrait will be unveiled on Saturday, Sept 15. 5:00 p.m. was proposed and agreed upon as a time for the service/dedication and reception to follow.
- A talent show, headed up by Colleen Dodson Baker, will be held on August 18 as a fundraiser.

There will be no Vestry meeting in July. The next meeting will be held on August 28, 2018.

At 9:13 p.m. the meeting was adjourned.


 Sydney Nichols, Senior Warden


 Chris Cook, Clerk

Treasurer's Report to Vestry

June 26, 2018

Month of April 2018

Revenues: Total revenues for the month of April 2018 were \$216,000, \$11,000 or 5.2% above budget. This positive variance is the result of negative variances in pledge collections and unpledged offerings/plate cash/holiday offerings, which were more than offset by positive variances in special and targeted gifts. Pledge collections in April were \$83,000 compared to a budget of \$100,000. Special and targeted gifts in April of \$114,000 included outreach fundraising of \$13,000 from the allocation to outreach of Easter unpledged offerings and plate cash, \$41,400 from a bequest used to reduce the 12/31/17 line of credit balance and \$25,000 of Reserve Fund earnings which were budgeted in May but transferred in April.

April 2018 total revenues were \$48,000 above April 2017 total revenues, as result of a positive variance in special and targeted gifts, offset by negative variances in pledge revenue, unpledged offerings/plate cash and holiday offerings and the absence of Comstock rental income in 2018.

Expenses: Total expenses for the month of April 2018 were \$6,700 or 3.6% under budget and \$34,000 or 15.9% under prior year. The underbudget expenses are in part due to Easter-related expenses which were budgeted in April but incurred in March.

Operating Income: Due to the positive variances in both revenues and operating expenses, April operating income of \$37,000 compared favorably with a budget of \$20,000 and a 2017 operating loss of \$44,000.

April 2018 YTD Financial Results

April 2018 YTD revenues of \$616,000 were 3% or \$18,000 above budget. This positive variance is the result of negative variances in pledge collections and unpledged offerings/plate cash/holiday offerings, which were more than offset by positive variances in special and targeted gifts. YTD pledge collections were \$407,000 (\$8,000 or 1.9% below budget). YTD special and targeted gifts totaled \$157,000 compared to a budget of \$118,000. This revenue category included Easter unpledged offerings and plate cash allocated to outreach ministries, \$46,000 from a bequest used to reduce the line of credit balance and \$50,000 of earnings transferred from the Reserve Fund.

2018 YTD operating expenses showed a negative variance of \$13,000 (1.7%) compared to budget. The biggest factors contributing to the negative budget variance were outreach and evangelism (Honduras mission) and children and family ministries. The positive budget variance in YTD revenues more than offset the negative variance in expenses, resulting in a YTD operating loss of \$156,000 which was slightly lower than the budgeted operating loss of \$161,000.

April 2018 YTD revenues were 12.8% or \$70,000 above prior year, because of positive variances in pledge income and special and targeted gifts, offset by a negative variance in rental and other income. 2018 YTD expenses had a positive variance of \$7,000 compared to prior year, with positive variances in compensation, premises and administrative expenses more than offsetting negative variances in outreach and evangelism and children and family ministries. Our YTD operating loss through April 2018 was \$77,000 lower than the April YTD 2017 operating loss.

Balance Sheet

The 12/31/17 letter of credit balance has been repaid in full. At 6/11/18, the amount outstanding (incurred this year for working capital purposes) was \$100,000.

Total investment assets were approximately \$4.4MM at 4/30/18, including \$2.7MM in the Reserve Fund and \$1.7MM in the Endowment Fund. The Endowment Fund balance is now approximately \$2.5MM with the addition of the Comstock proceeds.