

All Saints' Parish Beverly Hills
Minutes of the Meeting of the Vestry on September 25, 2018

Attendees: Clergy: Bob Dannals; Staff: Debbie Gauer, Jennifer Hill; Vestry: Theresa Amy, Chris Cook, Bob Craft, Marissa Flaxbart, Lisa Holguin, Susan Humphreville, Gerri Maloof, Sydney Nichols, Gary Roberts, Ken Sulzer

Excused: Dennis McGuckian, Maggie Reid

Meal: Gerrie Maloof

Minutes: Marissa Flaxbart

Sydney Nichols called the meeting to order at 7:06 p.m.

Bob Craft led the group in an opening prayer.

Study: Gary Roberts led a study centered around Luke 18: 18-23 and a companion passage from Dietrich Bonhoeffer's *The Cost of Discipleship*. We discussed the discomfort of grappling with income inequality and the challenge Jesus presents to us as we decide how to share from our abundance.

Administration: Motion to approve minutes of the last (September) meeting passed.

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

We're off to a good start for the Fall. 10:00 a.m. and AS2 services' average attendance has increased since Bob first came aboard.

Faith Forum is also off to a solid start, but there's plenty of room for growth in attendance.

There have been a number of events at the rectory since the last meeting — most recently an usher gathering. People seem to feel comfortable being there, seeing it as “their rectory.” This is a credit to Steve Huber, who set the standard for that spirit of hospitality.

Stewardship: Staff and others hard at work finishing off stewardship plans for 2018 and 2019. (See Debbie Gauer's report on the upcoming campaign below)

Bob opened up the floor to questions and other issues. Marissa Flaxbart raised an issue that had been brought to her attention -- some of the Music Guild to be investigated — likely an old stash of checks that is still being used.

Retired Bishop Bill Swing is not able to come on Sunday, November 18 but can visit on Sunday, November 11. So the service honoring Craig Phillips will be moved to the 18th (from November 11).

Rector Search:

Cathy Bando agreed to be the chaplain for the Committee. The Committee is working with the diocese to finalize the list of candidates. Prayers and recommendations from the church are gratefully welcomed. October 15 is the last day for nominations to be made.

Parish Administration (Jennifer Hill):

Jennifer is working on updating emergency contacts and phone tree for emergency purposes.

She is working with Todd McKim and Joe Becci to schedule an employee fire drill and fire extinguisher training by 10/23.

Todd and Jennifer attended an active shooter training and CERT training.

The parish is looking into getting cyber insurance, working to make it easier for volunteers to upload sermons, and Jason Klein-Mendoza will be purchasing some new microphones

Jennifer is looking into the possibility of a wireless mic for the chapel, particularly for use during meetings held there.

Todd hired new gardeners who are working out very well. Todd & Manuel have been freshening up the grounds. Todd and Jennifer have been meeting with the Building & Grounds committee once a month. She's getting an upholstery cleaning estimate and looking into indoor retractable gates that will be ADA compliant. HVAC people were in this week because a frozen valve was compromising the cooling system in the church this Sunday.

Debbie Gauer passed out a draft of the beautiful stewardship 2019 brochure. The theme of this year's brochure is that of a continuing story...past, present and future. It will be available on October 3. Personalized pledge cards will be printed again this year. During October (leading up to ingathering on Nov 4), bulletin inserts will have personal testimonials from a diverse cross-section of parishioners and stories about various ministries that will continue the past, present, future theme.

On All Saints' Sunday (11/4), AS2 will begin at 12:30 p.m. so the brunch can be attended by all between services. We'll be returning to a potluck this year, but we'll have some backup pasta dishes so we are sure to have enough food.

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

Other Business:

Gerrie Maloof reported on progress regarding updating the parish's personnel handbook. Jennifer, Sydney, and Gerrie hope to get a document together soon, borrowing a bit from the format of the recently updated book at LA Opera (where Gerrie works), which has been thoroughly vetted legally.

Marissa summarized the 20s/30s event held at the rectory on August 29 (the day after the last Vestry meeting was held). The event was well attended with about 20 guests coming for the combination BBQ and guided conversation on the topic of "tackling times of transition."

Invite/Welcome/Connect: Some welcome table signees have not been contacted after repeatedly signing in on Sundays, and Jennifer and the staff are working to make sure no one slips through the cracks. The goal is to begin implementing Invite/Welcome/Connect by November, with a flow chart to make sure the program is smoothly and easily rolled out.

Vestry Retreat Follow-Up: Chris Cook read through the goals that the Vestry set out during their Sept 8 retreat.

A Diversity Workshop, to be held on October 6, will be a joint exercise between the Vestry and the Rector Search Committee. The Rev. Eric Law of the Kaleidoscope Institute will lead.

Deanery Pre-Convention Meeting: Theresa Amy discussed details of this meeting and service, to be held on November 10. It would be great if All Saints' Beverly Hills could have a good representation of its delegates.

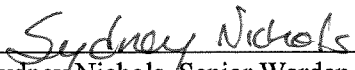
Bob Craft volunteered to follow up with Crescent Rainwater on her recent report regarding the preservation of All Saints' archives and historical documents.


Leadership is actively working on a separate endowment specifically to support our music program. This is to be primarily funded by bequest. The Music Guild operates under the auspices of All Saints', but the Vestry has never been involved in approving any of their documents or governance. Enhanced communication between these bodies will help ensure the Guild and the Parish are not at cross purposes, to our mutual benefit. Bob Dannals' and Sydney are working together to coordinate further discussion. Chris Cook volunteered to help in discussion of coordinating fundraising.

- Gary Roberts reported that *This Day Forward* has been "on tour" to theaters around the country. The reception received by the film, and by Brian Ide and Jennifer Jensen has been warm, with many people sharing personal stories after the screenings.

The next Vestry meeting will be held on October 23, 2018.

At 8:42 p.m. the meeting was adjourned.


Sydney Nichols, Senior Warden


Chris Cook, Clerk

Treasurer's Report to Vestry

September 25, 2018

Month of July 2018

Revenues:

Total revenues for the month of July were 2018 \$89,471. Revenues were \$149,000 lower than budget and \$119,000 below prior year. In 2018, there was a large pledge payment which was received in May but was budgeted in July 2018 and received in July of 2017.

July pledge receipts were \$78,860. Adjusting for the timing difference related to the large pledge payment mentioned above, pledge receipts would have been 12% over budget and 29% above prior year.

There were no Special/Targeted Gifts received in the month of July 2018, as compared with \$50,000 budgeted for July 2018 (illustrating the difficulty in projecting the receipt of special gifts).

Expenses: Total expenses for the month of July 2018 were \$5,300 or 2.96% under budget and \$11,000 or 6.1% under prior year. July compensation expenses were 8.3% lower than prior year and other operating expenses were level with prior year.

Operating Income (Loss): July 2018 operating loss was \$87,779 compared with a budgeted operating income of \$55,962 (see timing difference explained above) and operating income of \$19,800 in July 2017.

July 2018 YTD Financial Results

Revenues:

July 2018 YTD revenues of \$1,101,830 were 0.7% or \$7,900 below budget. Total revenues were \$84,000 or 7.1% lower than prior YTD revenues.

Pledge revenues of \$716,000 were 65% of total revenues. They were 2.6% or \$19,000 below budget. They were 6.7% or \$45,000 above prior year.

YTD Special/Targeted gifts totaled \$313,000 compared to a 2018 budget of \$280,000. The budget for August – December 2018 reflects \$283,000 of Special & Targeted gifts which may be difficult to achieve.

Expenses: July 2018 YTD expenses were \$1,299,344, \$22,000 or 1.7% below budget and \$45,000 or 3.3% below prior year, primarily as a result of lower YTD compensation costs.

Operating Income (Loss): For the first seven months of 2018, our operating loss was \$197,514 as compared with a budgeted operating loss of \$212,000 and an operating loss of \$158,000 in the first seven months of 2017.

Balance Sheet

As 7/31/18, the amount outstanding under our line of credit was \$99,000. We received \$50,000 from a bequest in August and are requesting approval of the Vestry to apply that amount to reduce the amount outstanding under the LOC, as permitted by our Investment Policy Statement. See resolution.

Also, in August we received a \$338,368 bequest from another estate. Following our Investment Policy Statement, \$53,488 of this amount has been allocated to 2018 Operating Revenue, and the balance (\$256,389) has been added to our General Endowment Fund.

Total investment assets were approximately \$5.2MM at 7/31/18, including \$2.7MM in the Reserve Fund and \$2.5MM in the Endowment Fund. With the addition of the proceeds from the bequest mentioned above, the Endowment Fund balance is now almost \$2.8MM, up more than \$1MM since the beginning of the year.

Projections

The projections presented at the last Vestry meeting have been updated to reflect July actual results and revised amounts for targeted fundraising for the rest of the year. Revenues are now projected to be at or slightly above our budget of \$2.2MM. Expenses are projected to be under budget, primarily as a result of lower than budget compensation costs. We hope to break even for 2018 compared to a budgeted operating loss of \$90,000.