

# MINUTES OF THE ANNUAL MEETING 2023

## OF THE CORPORATION OF THE RECTOR, WARDENS AND VESTRY OF THE CHURCH OF OUR SAVIOUR IN SAN GABRIEL, CALIFORNIA

The Annual Meeting of the Members of the Religious and Non-Profit Corporation of the State of California known as The Rector, Wardens, and Vestry of The Church of Our Saviour, San Gabriel, California, was held on Sunday, February 5, 2023, in Historical Sanctuary of The Church of Our Saviour, 535 Roses Road, San Gabriel, California, pursuant to the call of the Clerk, notice of the meeting having been given in accordance with the Bylaws. The meeting was presided over by the Rev. Jeffrey Thornberg, Rector. Patricia Beith, Vestry Clerk, was appointed to record the minutes.

1. Following the confirmation of a quorum by the Vestry Clerk, Patricia Beith, Rector Jeffrey Thornberg called the 155th meeting of the Church of Our Saviour to order at 9:15 am
2. **Motion** made by Cheryl Townsend and seconded by John Vandercook to appoint Patricia Beith as Clerk for the recording of the minutes of the Annual Meeting – motion approved
3. **Motion** made by Juli Kennedy and seconded by Marilyn Omernick to approve the 2022 Annual minutes as presented – motion approved
4. Paul Kilian, Chairman of the COS Vestry Nomination Committee, presented the Vestry slate candidates for 2023.
  - a. Virginia Barger
  - b. Jeff RossFollowing a call for nominations from the floor of which were none, the Nomination Slate presented by the Nominating Committee was approved by an acclamation vote
5. Rector Jeffery Thornberg appointed John Vandercook as Senior Warden
6. The Gospel was read by Deacon Bill Doulos
7. Rector's Address (highlights) – The Rev. Jeff D. S. Thornberg
  - a. "Loyalty and Service; Change of mindset to develop a healthy collaboration and unification leads to forgiveness
  - b. The COS Music Program – Hiring a Director of Music
  - c. Children's Program – SPARK (Speech and Reading Kids) a children's ministry lead by Hannah Riley for all of the parish and community children
  - d. Jean Dillingham, COS Administrator, has developed a strong church administrative staff
  - e. Chinese Ministry is expanding into the community with help through Dustin Seo's Laos program
  - f. The church continues to move forward into the future as a community, be open to where we are now, and remain together through praying, talking, dialoging and be open to new ideas; we also need to listen and hear each other to build trust within our church family.
  - g. With Bill Doulos' retirement in June 2023 Rev Tim Hartley will transition into the Director of Transitional Housing position
8. Senior Warden Report (highlights) – John Vandercook
  - a. The Vestry hopes to grow our COS community with outreach in the neighborhood and community
  - b. To present an honest transparent budget
  - c. As Properties Chairman he thanked the parish for their support of the Capital Campaign for the support and donation towards the repair and maintenance of the COS campus
9. Treasurer's Report (highlights) – David Waller
  - a. Thank you Will Dumain for all the years of service as COS's Treasurer
  - b. Thank you to Anh Nguyen for her assistance to the Treasurer
  - c. This has been a difficult year for the budget – the stock market was down as was pledge collection amounts resulting in loss of endowment and pledge income to 2022 Budget
  - d. 2023 Budget has been approved by the Finance Committee and Vestry with a deficient budget
  - e. Gabe and Taylor Vazquez-Reyes' tasks will be redistributed among the staff and a part-time IT person will be hired, to reduce expenses
  - f. Renters in COS properties will now pay their own utilities
  - g. A Reserve Study was done to evaluate buildings and required maintenance for the buildings

- h. Staff members have been asked to remain within their budget and to come to administration if they go over their budget
10. Junior Warden's Report (highlights) – Kit Shenk
- a. The Junior Warden's position represents the congregation and thus is their sounding board and advocate. Please contact Kit if you have an issue or concern within the parish
  - b. Highlights of the year were ordination of the Rev Tim Hartley and the participation of Presiding Bishop Michael Curry in the ordination
11. Gratitude and Recognition/New Business
- a. Thank you to Deacon Bill Doulos and the Rev Tim Hartley for continued assistance with the clergy duties of the parish and parish life
  - b. A discernment committee is being formed to evaluate the relationship between OSC and COS with Dennis Duling and Brenda Maceo agreeing to be members of the committee
  - c. A Finance Forum will be held March 5, 2023 to discussed the 2023 COS Budget
  - d. A Music Committee will be formed to hire the Director of Music and will include the choir
  - e. Thank you to Paul Kilian for heading the Music search committee
  - f. Hannah Riley's duties are expanding and her program position has been changed to Associate for Congregational Life. A part-time Administrative Assistant will be hired to help with administrative tasks
  - g. Thank you to John Ballance and Von Vine and the Vine Family for the improved streaming capabilities
  - h. Vera Hoalim has been hired part-time as an assistant accountant
  - i. Thank you to Rex Botengan for his weekly Hospitality table with coffee and cookies
  - j. Thank you to the two David Hans for their weekly support of the Chinese and English streaming of the services
  - k. Thank you to Samantha Sun for work with Chinese Parish Committee
  - l. Thank you to Beverly Harris for leadership of the SAGES
  - m. Thank you to Marcia Kreditor for work with the Camp Program
  - n. Thank to Charity Xia and Joseph Hu for their presence in our community
  - o. Thank you to our Chinese women who cook for the community
  - p. Thank you to Will Dumain for his years of service as COS Treasurer
  - q. Thank you to John Vandercook and David Waller for all the work they do within the COS community
  - r. Thank you Carrie Voris for all her work in the Sacred Garden
12. **Motion** was made by Cheryl Townsend and seconded by Janie Cutting to adjourn the meeting at 10:25am

Respectively submitted by  
Patricia A. Beith  
*Vestry Clerk*