

Center for Spiritual Living
Council Meeting Minutes
Monday, December 9, 2019

Present: Rev. David Robinson, Rob Coleman, Jean Hill-Miller, Laura Farris, and
Larry Gilliam
Absent: Scott Kissel
Practitioner: None
Scribe: Teri Echterling

The meeting was held at the home of Rev. David.
Laura Farris opened the meeting at 6:24 p.m.
Rev. David began the meeting with prayer, followed by a roundtable check-in.

Scott attempted to join the meeting via phone. Unfortunately, the connection was not adequate and the call ended.

Approval of minutes from 11/18 - Rob made a motion to approve as amended, Jean seconded, and the motion passed with four in favor and one abstention. The executive session notes from 11/18 were read. Rev. David made a motion and Larry seconded to approve the executive session notes as submitted. The motion passed with four in favor and one abstention.

There was discussion regarding minutes from the 11/24 executive session. Laura motioned to approve, and Larry seconded. The motion passed with four in favor and one abstention.

Old Business:

- Approval of Contracts – Laura sent all contracts except Teri’s and MJ’s as both are new contracts, and Jean has them on file. Current contracts reflect raises as planned pending passing the finance committee. If finance does not approve, Laura needs authority to change the contracts. Rev. David is sure that the finance committee will approve and will sign on Monday. Also, termination clauses have been changed from 30 to 60 days. There followed discussion regarding edits to contracts, mostly minor issues of dates, increases, and word correction. In Brent’s contract, amounts were corrected to reflect previous discussion regarding music director and accompanist. In Amy’s, the word ‘accompanist’ was changed to ‘vocalist’.

Rev. David suggested drawing up a contract with Karyn Lindbergh for newsletter publication, and offered to write up a contractual agreement if Karyn is in agreement.

Larry questioned the verbiage on top of page 2 of the music director contract, regarding knowledge of Science of Mind. Rev. David explained it to mean the music director should have a basic knowledge of Science of Mind. There was also an issue regarding maintenance of CSL owned instruments. Laura suggested adding the word ‘any’ to clarify that portion.

Rev. David removed language about giving 30 day notice from item I on page 3 as it is redundant.

- Minister's Evaluation Form – Laura – The original form had three items, and Denny suggested five, along with a point system. Rev. David suggested ensuring language matches that under profit sharing, and that the structures of the two documents match, along with clarity on some questions. Denny has a detailed proposal and Laura is willing to put off discussion until Council has had time to focus on that. Laura would like to have the evaluation prior to the end of the year to match contracts. Jean mentioned that this year, there was a summary that it was all 'excellent'. We could tweak the current form to match the contractual agreement. Larry suggested we could require that portion of the form be completed by a specific date. Laura agreed that we can move forward and make changes later.

Rev. David also mentioned current wording that he will 'devote all his time...', and would like it changed to 'sufficient time...' to add clarity. Laura mentioned that she and Rev. David had already discussed these proposed changes as noted in red in the contract.

Also added was verbiage regarding non-certificated classes. There was a short discussion about class funds split, sick days, and profit sharing. Rob brought up the idea to change the wording around the timing of profit sharing so we would not have to change the date every year. It was mentioned that a many portions of the contracts are changed every year, but all agreed to change this particular contractual date to read '3/31 of the following year.'

Rev. David removed himself from the room to allow Council to discuss his contract. Laura thought all the changes he suggested were fair. There was general discussion regarding contractual language. Scott has not had a chance to weigh in as he is on the road. Council agreed on contract pending finance committee recommendations. Laura moved that Council approve all contracts as amended today, pending finance committee recommendation, and Larry seconded. The motion passed with 4 in favor and one abstention.

Laura will send out the contracts with no changes, and wait on finance committee recommendations for the remainder.

- End of year gifts to staff – Rev. David reported he gave out staff gifts yesterday, Dec. 8, with cards signed by council. Teri expressed her thanks to the Council. The gifts and signed cards were much appreciated.

New Business

- Nourishing Our Community Coordinator – Rev. David suggested asking personally, any potential volunteers. Laura said that Linda Sickles did a good job as co-coordinator, and that splitting the responsibilities may be the way to go. It is a major fundraiser, raising \$2500 – \$3000 profit this year.
- Adjustment to Rev. David's income - Council agreed and this was covered under the executive session 11/24 notes.

- Women's Coffee has restarted on December 6 at Dancing Goats – They will be moving back to Haggens on the west side at 10 a.m.
- Marketing –Rob wrote out a vision that he read to the New Home Committee. He believes we need to make visioning our home our fast-track. He'll be writing down what comes to him as he does visioning and will bring that to share. He also appreciates being part of a marketing team. They met informally on Sunday, and interest was expressed in doing a Spring fair, and they will be exploring that possibility. They plan to meet a couple of times in January. Jean asked if Council has asked for a marketing plan. Rob mentioned they aren't to that stage yet. Rob also asked for \$1000 from the finance committee for marketing, but there was not enough support for the ask. Rev. David replied that prior to asking for money, they will need a plan. Rob's plan was to have money ear-marked for later. He will submit something in writing.

Calendar review

- 12/14 – Deepening with the Divine Retreat -- 12 people signed up currently
- 12/18 - Newsletter Articles Due (Scott) – Karyn also sent an email reminder
- 12/22 – Christmas Service
- 1/4 - Visioning – for the Center as a whole. Rev. David will also be meeting with Janet Therese and Barb Yanagimachi to come up with a vision statement.
- 1/5 – First Sunday in January - special release service
- 1/7 – New Home Meeting
- 1/11 – Intentions Retreat – 4 sign-ups so far
- 1/15 – Treatment & Meditation 10% off for members!

Parking Lot

- Errors & Omissions Insurance – Laura – Waiting for financial approval
- Mission and Vision Statement Team – Rev. David
- Update on Tech Soup Software Upgrade – Rev David & Teri
- Minister's evaluation form by 3/1/2020

Next meeting – January 6th at Rev. David's (2020 Budget to be approved)

Rev. David led us in a closing prayer and the meeting was adjourned at 7:58.

Respectfully submitted,

Teri Echterling