

Center for Spiritual Living
Council Meeting Minutes
Monday, January 20, 2020

Present: Rev. David Robinson, Scott Kissel, Rob Coleman, Jean Hill-Miller, Larry Gilliam and (arriving later) Laura Farris. Visitors: Denny Kautzmann and Barb Yanagimachi.

Practitioner: Marlisa Johnson, RScP

Scribe: Teri Echterling

The meeting was held at Rev. David's home. Scott opened the meeting at 6:19 p.m. and Marlisa opened us in prayer.

Denny and Barb presented to Council a plan to create an active Legacy Circle for CSL. Denny suggested handing the idea over to the marketing committee to get the word out and give people an idea of what it's all about. He and Barb have a desire to oversee the Legacy Circle and give input to the Marketing committee.

The Legacy Circle is a way for people to give to CSL without a cost to them now, such as a Trust, IRA, life insurance policy, etc. It is another way to provide for the Center, and build community. There was discussion regarding fees, premiums and policy ownership. It was suggested these questions be answered by a financial planner.

Rev. David suggested that the Legacy Circle was more in line with member development rather than the marketing committee as it is internal marketing.

Barb brought up that the best time to approach this is the first quarter of the year, so time is of the essence. Rob questioned if we could further develop the existing legacy program brochure. Barb suggested that it needs more discussion, a process, and promotion. Denny thought we should prepare materials specific to our Center. Jean asked if this could be presented at a meeting for general membership and Denny agreed, pending further research. Rev. David asked if Denny would develop materials since he has done the research.

Denny and Barb thanked the Council for their support and left the meeting.

Approval of minutes from 1/06/2020 – Rev. David made a motion to accept the minutes as amended. Larry seconded and all approved.

Old Business:

Errors & Omissions Insurance – Rev. David said it has been paid. Scott received an electronic signature document which he would like someone to review prior to signing. Laura offered to sign, as did Rev. David as he has the budget numbers. **He and Laura will meet to review and sign the document.**

Council Member Search Committee and candidate list – Rev. David mentioned we need two more people on the search committee. Christi Johnson has rescinded her interest in being on Council as she is doing the Holistic Fair and Nurturing Our Community. Greg Laura may be interested in a Council position, and Jean mentioned that perhaps Helene Coleman may want

to be considered. While there is no length of membership time requirement to be on Council in the bylaws, Rev. David prefers candidates have at least a year and a good understanding of our teachings. Jean said we need to encourage people to be on the nominating committee. Rob expressed gratitude and appreciation for everyone on Council, and confidence in Laura and Scott and how they worked in their positions. There was a brief discussion regarding Council members leaving, and all trust Spirit to show up.

Laura arrived at 6:47 p.m. She asked if she should be referring people to the search committee. She mentioned Greg Laura, and asked if there would be a conflict as Adrienne is an employee. It was agreed there would be no conflict.

Marketing Team Update – Rob reported they are working on the Lacey Spring Fair. Adrienne has picked up the application for the fair. The team will be discussing next steps as members of CSL are supportive. Larry offered a resource handout “Firespring”, an organization that does marketing for non-profits.

Mission & Vision Statement – Rev David reported the 1st meeting was last Saturday, January 18. Buffie, Janet Therese, Barb Y, Denny and Rev. David are word-crafting and researching mission and vision statements of other entities. They will be gathering input from the congregation for the next 2-3 Sundays. Their next meeting is on February 1.

CSL Olympia 15th Anniversary Party – Sunday 4/26 – Kathy Gilliam is taking the lead on this. Kelly is also interested in leading the process. Kathy has asked if there is a budget for it. Rev. David suggested creating a small budget out of our projected surplus. Rev. David also suggested asking past ministers to come to help celebrate. Rev. David, Kathy, and others will meet to discuss details.

New Business:

Finances – Rob went over the balance sheet. A snapshot shows \$11,199 in checking and \$325 in savings. The new home fund remains the same, not up to where it was. Rob shared that monthly funds come in and are spent the same month. The average of monthly expenses is \$15,500, which is \$1500 more than last year. Rob asserted we need to ensure cash flow and stay on top of pledges.

At the end of 2019, we were at 113% of pledges, and also up in gifts and non-pledges. Total income was \$165,000.

Expenses were mostly at 100% with some outliers which have been increased in this year’s budget. Larry asked if we could have the column headings at the top of each page of the report. There ensued discussion regarding line items.

Total expenses \$164,551, which is 99% of the budget. We ended 2019 \$992.38 to the good, and Rev. David will enjoy 1/3 profit sharing.

Budget adjustment – While going through the 2020 budget, Rev. David found a formula error. We now expect \$912.80 in the black on the budget. He will be working with Marlisa to put out a final budget. There is also approximately \$1300 of funds projected to be unspent on musicians.

Council Vote to release Rev David's Profit Sharing – CSL Olympia has until March 31 to pay the 1/3 profit sharing. Laura made a motion to release the 1/3 of end of year profits to Rev. David now. Jean seconded the motion and all were in favor, and Rev. David abstained.
Council will send a communication to the bookkeeper to release funds.

Rev. David mentioned that Rob needs to email the teams to let them know what their spending budgets are. Jean made a point that this is the first time in a long time that we paid profit sharing. Larry said it will be an annual event from now on.

Keys to Nova School for Scott and Brent – Scott requested keys for Brent and him for loading musical equipment through the back door of the school. **Laura will ask Nova for extra keys.** Rev. David asked for a key to the door in the lobby. Laura said she have given her set of keys to Rev. David, which included the lobby door key. Rev. David's keys were loaned to someone last year, and not returned.

Holistic Fair – Date discussion – Camille sent an email regarding the Holistic Fair. She had reserved the Lacey Community Center for November 14, but the facility will be closed due to HVAC renovation. She mentioned three options: do it after the 1st of the year (profits will not show in this year's budget); not have it at all, (this is what she felt initially), or find a different facility. She was concerned about the branding of the event if not consistently in the same location.

There was much discussion about the options. Rob has done preliminary research into other locations and believes that the Land Yacht Harbor near the intersection of Steilacoom and Marvin Road may work well. It has about 7700 square feet, a full kitchen, breakout rooms and ample parking. Laura reminded everyone that location is not a Council decision, but Rob's information will help us decide whether or not to have the Fair this year. Rev. David made a motion to send a notice of encouragement to Camille to go ahead with the Fair and the Council will offer support and assistance in finding a location. Jean seconded the motion. Motion passed with 5 in favor, and 1 opposed. There was a pause to consult by-laws regarding consensus. Nothing was immediately found in the bylaws. **Rob will contact Camille regarding the Land Yacht Harbor and set up a walk-through for Council and Camille. Rob will craft the letter of encouragement to Camille and copy Council.**

Scott thanked all the Council for their work and input. Rev. David thanked everyone for their heartfelt honesty.

The next Council meeting is scheduled for February 24 at Rev. David's house.

The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Teri Echterling

Calendar review

- 1/27, 1/30 & 2/3 – Candidate calls for delegates
- 2/1 - Visioning
- 2/3 – CSL Olympia Council Meeting

- 2/17 – 21 - CSL Leadership Convention (Denver) – Rev. David will be attending. Scott will also be gone for council meeting during this time. Council meeting moved to 2/24
- 3/2 – Last Core Council meeting before the annual meeting on 3/15.