

**Center for Spiritual Living
Council Meeting Minutes
Monday, March 23, 2020
Via Zoom Conferencing**

Present: Rev. David Robinson, Buffie Finkel, Karyn Lindberg, Jean Hill-Miller, Larry Gilliam, Teri Echterling, Doug Pape, Laura Farris, Scott Kissel, Rob Coleman
Practitioner: Rev. David Robinson
Scribe: Rev. Carrie Masters

The meeting held virtually using Zoom Conferencing was called to order by President, Buffie Finklel at 6:17 p.m.

An opening prayer was given by Rev. David and a roundtable check-in followed.

Approval of minutes from 3/9/2020 – Rob Coleman made a motion to approve the minutes, Scott Kissel seconded, and the motion was carried with 1 abstention. Voting was limited to members of the previous Council who were present at the previous meeting.

Approval of minutes from the meeting on Saturday, 3/21/2020 – Jean Hill-Miller motioned to approve the minutes, seconded by Rev. David. Motion carried.

Old Business:

Replacement for Teri as Administrative Assistant – Rev. David reported that there are 2 applicants for the position and recent events have prevented time to interview them. Rev. Carrie has agreed to serve as a temporary replacement and is willing to serve as long as necessary. Laura Farris and Rev. David will continue their recruiting efforts and **Rev. David will contact the applicants to learn their status with the hiring process, reporting back next meeting.**

New Business:

Transition of Council/New members –

- Council manuals will be distributed from former Council members to new Council members.
- Rob reminded us that at the bank new signers will need to take care of account signatures. **New signers will be Rev. David, Larry Gilliam, Buffie Finkel, and Karyn Lindberg,** and they will do their best to accomplish that quickly.
- Former Council members were reminded to turn in keys three sets of keys were accounted for.

- At the next council meeting, the assignments for various duties will be determined for new Council members. Laura Farris agreed to continue as a legal consultant as much as possible.
- Each Council member was asked to check their manual for an updated copy of the budget and other current items.

Going forward during COVID-19 – Rev. David reported that Nova school is now closed until 4/24 and this could be extended another month. He is planning Zoom services for another 6 weeks.

Offerings are running almost equal to last year at this time even while holding services using Zoom. Rev. David, Larry and Buffie will sign a giving letter/newsletter article thanking everyone for their contributions and remind everyone that if they are not able to give, to let us know. It was suggested that Rev. David add the church mailing address to the Text to Give slide for future Zoom services.

We want to continue to pay all staff members for as long as possible. Rev. David suggests that the expense of his housecleaning be the first expense to be cut should it come to that and all agreed to keep this in place for now. The weekly congregation count will be done by Rev. Carrie going forward.

Former board members, Scott, Laura, and Rob were released with statements of appreciation and gratitude.

Financial Report – Larry

The month of February shows an income of \$11,172.06 and expense of \$15,160.67 resulting in a net loss of \$3,998.61.

With a screen share of the Financial Report for the month of February, Treasurer, Larry Gilliam, did a detailed presentation and explanation of the financials. Questions were answered, and it was noted that this first time through the financials with the new Council members will allow us to review them individually before future meetings and bring our questions and thoughts forward. Buffie suggested that graphs and other easily understood materials be presented at future Council meetings (as suggested by Board Chair Academy).

The Finance Team usually meets on the 2nd Monday of each month to dive thoroughly into the financials and will bring recommendations to the regular Council meeting.

Notes & Stuff

- Anniversary Party rescheduled, date TBD
- Annual Meeting rescheduled, date TBD

Bylaws instruct that the Annual Meeting is to take place during the first quarter of the year. It was suggested that Rev. David check with home office regarding the legality of our current board without the formal election at the Annual meeting.

Calendar review

3/24 – New Home Committee – This meeting is scheduled but will likely be cancelled.
3/27 – Board Chairs Academy (Zoom)
3/28 – Mission/Vision Community Meeting on Zoom – 10 a.m.

Parking Lot

Update on Tech Soup Software Upgrade – Rev David & Carrie

The next meeting will be held on April 6th in the Zoom Meeting room at 6:30 p.m.
Please let us know if you are unable to attend.

A closing prayer was offered by Rev. Carrie Masters and the meeting was adjourned at 8:25 p.m.

Respectfully submitted, Rev. Carrie Masters, Scribe