

Center for Spiritual Living, Olympia
Council Meeting Minutes
Monday, April 20, 2020
Via Zoom Conferencing

Present: Rev. David Robinson, Buffie Finkel, Karyn Lindberg, Jean Hill-Miller, Larry Gilliam, Teri Echterling, and Doug Pape

Practitioner: NA

Scribe: Rev. Carrie Masters

The meeting, held virtually using Zoom Conferencing, was called to order by President, Buffie Finkel at 6:35 p.m.

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

Approval of minutes from the meeting on 4/6/2020 – Karyn Lindberg motioned to approve the minutes, Jean Hill-Miller seconded, and the motion was carried.

Buffie began a discussion around organizational ways to keep previous meeting minutes and other communications handy so they can be found easily.

Old Business:

- Report on Board Chairs Academy – Rev. David
 - Teri and Rev. David attended the last meeting regarding fundraising. The focus was on defining and upholding a philosophy of philanthropy and a campaign for advocacy within the organization as well as asking why contributors give and having conversations with them about that, which we do during our Fall Prosperity Campaign. There are BCA meetings in May and June and others on the council were encouraged to attend. What has been gleaned from these classes is invaluable to those serving on the board or in other leadership positions. The topic of fundraising confirms the fact that our Center is in good shape.
- Status of Google calendars - Rev. David asked if everyone received the invitation to join our Google calendar and two asked for repeat invitations – Jean Hill-Miller and Larry Gilliam – which **Rev. Carrie will send out this week**. It was suggested that each council member set up a personal Google calendar so that their engagements will appear on their version of the church's calendar eliminating scheduling mishaps.
- Updating Council Manuals – Rev. David is working with Rev Carrie on updating the email forwarding list through the website and has sent out items to be included in binders.
- CSL Status during COVID - Rev. David reported that we are doing well, with around 60 in attendance on Sundays and the finances continue to be good. Two people have paid their pledges for the year in advance, and we are saving money on our rent. We have applied for both Small Business Assoc. and CARES Loan (small business nonprofit primarily for salaries and other core expenses). The application to the SBA was received. Twin Star indicated that they are still not authorized for CARES, and the

government ran out of the first batch of money. At this time, we are waiting for Twin Star to be authorized. If the loans are approved and we do not need them for operating expenses, we can accept and park the money and return it if necessary. We applied because of the unknown future.

The question was asked if we have received requests for emotional support and we have not. Rev. David indicated he will ask the Practitioner team to share the duty of calling members to see how they are doing.

New Business

- Financial Report – Larry – As of the end of March, our income was \$11,116 with expenses at \$13,920. The giving continues to be up and Nova School has reduced our rent by 80% during the Covid outbreak, so this shortfall will soon take care of itself.
- Status of Vision/Mission Statement Team – Rev. David indicated there have been 2 meetings and after the next meeting on May 2, there will be sample statements to present to the community.
- Community meeting – Rev. David reported that May 17 is our next community meeting – via Zoom - and at that meeting, the plan is to present to the membership samples of a new vision and mission statement. He proposed allowing this meeting to serve as our Annual meeting with the presentation of new council members which satisfies our due diligence in that regard. All agreed. Annual meeting notices will be distributed beginning this week.
- Identifying a Membership Team Coordinator – Rev. David reminded us that Caroline Fenn has stepped away from being our Membership Team Coordinator and we need a replacement. He requested that the council think of those who could step into this role.

Notes & Stuff

- Bank signatories are complete.
- Corporate Renewal has been filed (due 4/30), thanks to Marlisa.

Calendar review

- 5/2 – Visioning Team
- 5/2 – Mission/Vision Team Meeting
- Classes began April 14th and 16th
- Board Chairs Academy – May ? (date TBD)

Parking Lot

- Update on Tech Soup Software Upgrade – Rev David & Carrie
- Progress on hiring Admin. Asst. – Rev. David
- Annual Meeting—next steps (see Bylaws section 6.1)

Next meeting – May 4th on Zoom at 6:30 pm

Rev. Carrie provided a closing prayer and the meeting was adjourned at 8:12 p.m.

Respectfully submitted, Rev. Carrie Masters, Scribe