

**Center for Spiritual Living  
Council Meeting Minutes  
Tuesday, June 18, 2024  
4:00 pm – 6:00pm  
CSL and Zoom**

***Our Mission** is to be an open, expanding, and welcoming community that learns, lives, and shares spiritual principles.*

***Our Purpose** is to reveal our wholeness and connection with all that is.*

***Our Vision** is to live as Love in a world of Love.*

Present: Rev. David Robinson, Angelina O'Connor, Kathy Gilliam, Cherie Gordon, Susan Strobel, Lynn Elliott, Buffie Finkel  
Practitioner: None  
Absent: None  
Scribe: Tiffany Merkel

The meeting, held on Zoom and in-person, was called to order at 4:05 p.m. by Angelina.

Rev David provided an opening prayer.

Cherie provided a reading for the Council from The Joyous Living Journal.

A roundtable check-in followed, answering the question, "How have I been applying and living our Mission, Purpose & Vision Statement?"

## **Consent Agenda**

### ***Approval of Minutes***

Buffie made a motion for approval of the minutes of the Council Meeting from June 4, 2024 to be approved as amended in version 4. Kathy seconded the motion. The Council members approved the minutes.

### ***Approval of Financials***

The May Financial report was presented by Rev. David.

The investment account increased by \$63,283. Nvidia did a 10:1 stock split.

There is an 18 -month certificate at WSECU that will mature August 15, 2024. The Finance and Investment Committees are deciding what to do with this certificate. A recommendation will be made after the July meeting.

Buffie made a motion to approve the May Financial report. Susan seconded the motion. The Council members approved the May Financial report.

Center for Spiritual Living - Olympia 5/31/2024		
May Net Income from Operations	Year to Date Net Income from Operations	Ameritrade Investment Value
\$2,986.87	\$3,005.45	\$336,009.87

Kathy or Buffie will bring the topic of the outdoor flower and plant expenses to the Finance Committee. About \$350 was spent this year. A decision will need to be made about how we want to move forward with these expenses this year and in the future.

## **Mobilizing Our Mission**

### ***Identify Signer for Schwab and Twin Star Accounts***

***Rev David***

Denny Kautzmann learned that Schwab requires a signer on the Investment account also be a signer on the Twin Star account.

The current signers for the Twin Star account are Buffie, Angelina and Rev. David. Denny is the active signer on the Investment account.

The most practical thing is to add Denny to the Twin Star account as a signer.

The signers on the Twin Star account will be Rev. David (Owner/controller), Council President (Angelina), Council Treasurer (Buffie), and Investment account designee (Denny, Financial Committee Chair).

The Council agreed that Denny Kautzmann will be added as a signer on the Twin Star account for CSL Olympia.

An excerpt of the minutes of the Council decision to have Denny as a signer on the Schwab and Twin Star accounts will be created and taken to Twin Star to get Denny set-up as a signer.

Another Finance committee topic is setting up policy and procedure for checks and balances in our investment accounts, as Schwab doesn't have clearly designated checks and balances.

### ***Discussion/decision on Gift Acceptance Policy***

***Buffie***

Editing to the Gift Acceptance Policy:

First, that instead of selling all securities and limited partnership interests immediately; “all securities and limited partnership interests will be evaluated by the Investment committee on a case-by-case basis prior to any action being taken.”

Second, in regard to insurance policies where CSL Olympia is the owner and benefactor, “we will not accept gifts of insurance policies that require payments by CSL Olympia.”

There was a unanimous vote by Council to adopt these changes to the Gift Acceptance Policy. A copy is attached to these minutes.

### ***Council Member on duty each Sunday for questions about Membership***

Revisiting the discussion of having a Council member on duty each Sunday to answer questions about membership and other topics.

A schedule for the Council member on duty is needed. Kathy suggested that we use the Council meeting reading schedule for the Council member on duty schedule. Rev. David will be removed from the Sunday duty schedule.

Discussion followed regarding when Council members are out of town and when they are doing Practitioner duty. The schedule will be discussed further during lunch at the Council retreat and a copy of the Schedule will be given to Rev. David and Tiffany, so that it can be included in the announcements.

### ***Debrief Ester Nicholson’s workshop***

***Rev. David***

There were issues with the Square payment application on that day for CSL Olympia and Ester’s site as well. Workarounds were created including using the CSL Donation page on the website and by people covering other peoples’ expenses.

The workshop went well. Eighteen people attended the workshop including two new folks who found it on Meetup and through our flyers.

### ***Carpet Cleaning***

***Buffie***

There were two bids for cleaning the carpets.

The Chem-dry company provides one person to clean the carpet and the carpet is dry that day. The price of \$1,500 includes a protectant and anti-allergen treatment. He would need assistance with moving furniture. The original bid was \$1,780 and the person called back and said they would do a flat bid of \$1,500 because he wanted to work with CSL Olympia.

Scott Rogers does standard steam cleaning and bid \$0.25 per Sq/Ft which is \$811. He would bring fans and does have someone that will assist him to move furniture. The bid includes vacuuming and a protectant.

There are no events at the Center on Tuesday night to conflict with cleaning.

There is not a line item for carpet cleaning in the budget. Since the expense is over \$500, the cleaning fee will need to be brought to the Finance committee.

The Council vote was unanimous for selecting the steam cleaning service.

***Member Agreement pamphlet***

***Angelina***

Discussion about whether the updated Membership Agreement pamphlet was taking the place of the pledge card or if the pledge card still will be needed.

The updated Membership Agreement pamphlet has a section that is to be torn off and has the pledge amount written on it.

The pledge information and or pledge card are things that will go to Marlisa.

Discussion resolved that the Membership Agreement pamphlet will be the membership application and initial pledge which will go into the pledge box and be given to Marlisa. Marlisa keeps the pledge information and also holds the class information and will be able to cross check that a foundational level class has been taken.

The regular pledge card will be for pledges made after the first year of membership or by non-members that want to make a pledge.

Rev. David had some suggested grammatical changes for the Membership Agreement document and can do them in the Publisher document.

The question was raised that if someone completed this document, but had not taken a foundational level class yet, would they be reminded when a class was offered.

We don't currently have a wait list or reminder service to provide reminders for taking a foundational level class.

Discussion of the cost for the Foundations class. One person said that many people do not know that they can pay-what-you can. However, this information is clearly stated on the website.

Discussion of the benefits of membership and if we need a flyer with this information. Discussion resolved that we could provide information about the 10% discount for members. Rev. David also reminded Council that people can review a previously taken class for 50% off.

Home Office has been changing a lot of the class information and structure. Online classes will no longer be offered through the Home Office. Instead, there will be a listing on the Home Office website for all the Centers that are teaching classes online.

Education is a responsibility of the minister and not a Council decision. The Minister welcomes the comments and feedback of the Council.

***Added Topic: Use of Parking lot***

***Kathy***

Our neighbor Sequoia has requested use of our parking lot for drop-off and pick-up of students for the summer program.

This would occur 8:30-9:30am and 3:30-4:15pm for 10-weeks starting June 24<sup>th</sup>. There is one conflict for their request; the Council meetings occur twice a month starting at 4:00pm. Council will require about 6 parking places and the handicapped parking space. This will be communicated back to Sequoia by Kathy.

***Business Cards and Marketing Committee Responsibilities***

***Kathy***

Kathy wanted to discuss the way Council approached the business card ideas that were presented by the Marketing Committee.

The Marketing Committee volunteered their time to provide the options that were presented to Council. The Council made changes to the cards during the discussion of the options that were presented.

Kathy shared that our jumping in to make changes did not provide the Marketing Committee with information and feedback. The feedback from Council could have been provided in a way that the Marketing Committee could go back and develop an idea of how to address the changes needed from the feedback.

***Newcomer pamphlet***

***Angelina***

Angelina provided a printed copy of the newcomer's pamphlet and requested that if anyone saw corrections that need to be made to let her know. Since we are giving out newcomer bags every week, we do need to have these printed soon.

***Name badges***

***Angelina***

Revisiting the discussion about putting a star or some distinction on name tags for Members and Council members. Tiffany will take on name tags as a duty soon.

***CSL Community Meeting (July 14) Planning Discussion***

***Angelina***

Angelina would like to announce the 20<sup>th</sup> anniversary of CSL Olympia at the Community meeting.

The usual reports for finances and Youth programs will be presented at the Community meeting.

Angelina asked for the Council to think of things that could be presented at the Community meeting.

Discussion on having a potluck prior to the Community meeting. Council decided to hold the potluck prior to the Community meeting.

### ***20<sup>th</sup> Anniversary Celebration***

***Angelina***

Rev. David asked Council if they wanted him to secure a musical guest for Saturday evening of the 20<sup>th</sup> Anniversary weekend, April 26<sup>th</sup>, and they would also be a musical guest on Sunday, April 27<sup>th</sup> at service.

Council agreed that Rev. David would work on getting a musical guest.

Buffie requested a prayer tree for the event. A living tree would be a place to hang prayers and the tree would then be planted outside to commemorate the 20<sup>th</sup> anniversary.

Rev. David shared that Ricky Byers is already booked for the weekend but Gary Lynn Floyd may be available.

A budget, at least a ballpark budget, should be developed soon and then when the 2025 budget is created, the Anniversary celebration expenses will be included.

### ***Caroline Fenn's proposal for printing directories***

***Rev David***

The previous discussion concluded with Council deciding to keep the booklet format and use photos from Brent's video shoot for the cover.

The predicted date for having the directory ready for printing is between July 14<sup>th</sup> and July 20<sup>th</sup>. Tiffany will be camping July 11th-14<sup>th</sup>.

The Council gratefully accepted Caroline Fenn's offer to help cover costs of printing the directory. Caroline can do a donation online and put a note in the comment area that this is for the printing of directories. Lynn will communicate this to Caroline.

Only a few (15) directories will be printed at a time. Most people are able to print the Directory at home. Also, like last year, a Fall update will be done for people that may have changes to their information or new people to the community that want to be included.

### ***Guidelines for Community Bulletin Board***

***Angelina***

Guidelines will be developed and Lynn volunteered to look after the bulletin board to make sure that items are current. The intent of the board by the bathrooms was to provide space for services and events that are from members and attendees instead of outside groups.

**Mary Anderson Art**

**Rev David**

Rev. David is arranging a meeting with Mary Anderson and has invited Buffie and Kathy to join them.

**Discussion on Jim Coventry Proposal for OneBody**

**Angelina**

This item was postponed to the next meeting due to time limitation.

### **Calendar Review**

6/22	Council Retreat
6/23	Deep Cleaning
6/24	Rug Cleaning
6/25	Practitioner's Meeting
7/7	Rap with the Rev
7/9	<b>Next Council Meeting</b>
7/14	CSL Community Meeting

**Next meeting 7/9/2024/2024, 4-6pm**

Rev David provided the closing prayer.

Angelina adjourned the meeting at 6:15 pm.

### **Parking Lot**

Legacy Circle  
Policy & Procedure changes/updates - Include an employee handbook  
Retirement plan

Respectfully submitted,  
Tiffany Merkel, Scribe