

**MINUTES**  
**Regular Meeting**  
**Board of Trustees of the Center for Spiritual Living - Seattle**  
**December 17<sup>th</sup>, 2014 6:30 PM**

**Present:** Carmin Dalziel, Rick Gage, Kathianne Lewis, Karen Schiller (attended by phone), Frank Selden, Carrie Sjaarda, Sandy Tomlin,

**Absent:** Cynthia Clay, Andrea Weatherhead

**Non-voting Attendees:** Chris Carter – Executive Director, Kathy Galvin RScP, Diane Bell – Manager Membership

**OPENING AND CALL TO ORDER**

- Meeting called to order by Frank Selden at 6:30 pm.
- Kathy Galvin opened with prayer.
- The Sacred Covenant was read.
- Attendance target held in consciousness

**MINUTES AND REPORTS**

**Minutes Approval:** Kathianne Lewis moved to approve the meeting minutes from November 19<sup>th</sup>, 2014. Sandy Tomlin seconded the motion. 7 Approvals and 0 abstentions. Motion carried.

**Stewardship Committee – Given by Diane Bell**

We have ~500 pledges totaling ~\$1.7M+. A phone call and email campaign took place to close the gap. We received \$48K since Sunday as a result of that effort, bringing pledges to \$1,760,386. The campaign will pick back up after holidays. Last year at this time the pledge total was \$1,871,248. We are anticipating more coming this week from our phone calls.

**Financial Report: Given by Karen Schiller**

General contributions were unfavorable by 6% for month. Some event and retreat expenses from previous months showed up in November. Expenses favorable for personnel by 5% for month and year. Operating expenses unfavorable for month by 2% but favorable by 6% for YTD. We are seeing a higher deficit than the budgeted YTD of 18%. We need to authorize \$430k from reserves for year-end budget.

Don Beaty attended finance committee. He will be helping with redesigning the balance sheet so it will be clear to board what is off limits and what is available. A more serviceable report will be incorporated in January or February. Don is volunteering his time so we won't be incurring consulting fees.

**Motion:** Carmin Dalziel made a motion to move \$430k from designated surplus from 2012 into the operating fund. Motion seconded by Sandy Tomlin. 7 Approvals and 0 abstentions. Motion carried.

**Motion:** Kathianne Lewis made a motion that reserves be moved into operating expenses each quarter rather than end of year. Carrie Sjaarda seconded the motion. The bank looks at our funds quarterly. This motion will provide better visibility for board and for banks. 7 Approvals and 0 abstentions. Motion carried.

**Motion:** Karen Schiller moved that we transfer \$100k out of operating surplus from 2012 into reserve account. This will make the bank reserve requirement of \$750k look completely blocked off and visible as untouchable. We will be counting unification fund as reserve for bank for the time being. This operation may lock us into a situation that restricts us unnecessarily. We are not ready to vote on this motion tonight. Motion withdrawn.

### **Growth and Development Report – Given by Chris Carter**

Process is underway for replacing Moni Hiatt. We are looking for someone with skills that are in alignment with where we want to go. There is a focus on monetizing content and classes so we can get more people into our congregation electronically. This will build revenue in an area that we haven't focused on.

"Pay what you will" for core classes starts in January. Chris Carter and Debora Gay will join first night of each core class and explain the pay what you will concept. Collection will go into Chris's budget as collections. It will not go into classes fund.

Rick Gage will talk to Chris Carter about how the Community Builder Wisdom Council can support sangha speed dating.

### **Campus Unification Report – Given by Chris Carter**

Chris Carter is meeting with general contractor of a different company to see if they would like to bid on the project.

### **Community Builder Wisdom Council Report – Given by Rick Gage.**

Going through process of seeing who wants to be involved. Carmin Dalziel used to meet monthly with volunteer/community groups when she was on staff. Focus was mass transfer of information pertinent to church leaders for disseminating information for planning purposes. Rick will meet with Carmin to learn more.

### **Nominating Committee Report – Given by Sandy Tomlin**

Sandy read bylaws to understand committee leader role. Committee members have been asked to start creating list of who we would like to invite as nominees. We will review the list prior to invitation.

### **HR Committee Report – Given by Rick Gage**

Committee met with Chris Carter on evaluation process for staff. The yearly evaluations are underway. The committee is looking at what is being done by whom. Staff compensation was reviewed for person by person increases. Chris's thinking was very sound and committee approved the salary increases identified by Chris Carter. The committee has begun contract renewal process with Kathianne Lewis. BOT should be more visible in the new structure of Executive Director and Senior Minister. Board needs to step into more visible role of stewardship and oversight, and have active role in direction that community is going. The committee is discussing what staff is needed for the community that we are. The goal is to come into alignment with what is needed and how to achieve that with personnel. The committee is also looking at what must be staff duties and what can be filled by volunteers.

### **OLD BUSINESS**

**2015 Budget:** The 2015 budget will be reviewed in January after final pledges have come in. We are running behind in our 2015 pledge campaign. Contributions for December are also down compared to last year (\$58k vs \$100k for last year). Typically, there is a tendency to have a lift in contributions after Seabeck. Lift number is not as rapid or as much as expected this year. We need a strategy for changing that. There are gaps in understanding of congregation of our actual financial situation. We need congregation to understand where we are at.

**Critical Success Factors:** Tabled for next month.

### **NEW BUSINESS**

**New members.** Rick Gage made a motion to approve 14 new members. Carmin Dalziel seconded the motion. 7 Approvals and 0 abstentions. Motion carried.

**Annual Planning Meeting** will be scheduled at January Board meeting.

**Housing Allowance:** Kathianne Lewis made a motion that housing allowance for ministers stay at same rate in 2015 as 2014. Rick Gage seconded the motion. 7 Approvals and 0 abstentions. Motion carried.

Minutes respectfully submitted by Carrie Sjaarda, Secretary to Board

## **Growth & Development Report**

### **January 28, 2015**

#### **People Experiencing More of God's Presence**

- You'll notice we have tried to bring a more sacred atmosphere to the lobby entrances by adding a fountain and statuary as well as plants. We are working to continue to create a more sacred atmosphere throughout the facility by adding flowers, plants and statues to create functional altars instead of simply tables with information. In this way, we reduce the sterile look of the lobby without a huge expense.
- As you probably know, Gary Schultz does an amazing job creating a lovely meditation space on Sundays. We plan on promoting the sanctuary more as a space for silent reflection before services.

#### **Develop People to their Highest Potential**

- Two 2014 Intentions Retreat participants, Michael Armijo and Cheri Grasso, have started and continue to lead the Next Thought 18-35 year old group. From the 2015 Intentions Retreat two people have stepped forward to lead the effort to connect with people at church (Nancy Rice and Shari Lake).
- We are about to graduation 30 practitioner students who have become very involved in all areas of the Center's activities and will be able to step into an expanded form of leadership as of June 2015.

#### **Expand our Influence for Good**

- The number of people we reach via the web and social media continues to grow, with LiveStream viewing averaging 134 per week and YouTube views averaging 323.
- Kathianne has approximately 13 people from outside the Seattle area in her "What Would Jesus Do?" teleclass. This type of class could be more heavily marketed, perhaps via Facebook to attract a wider out-of-area audience.
- We are also supporting three start-up churches for their first year of operation with tithe moneys: St. George in Utah, Radiance Center in Illinois, and CSL Baton Rouge in Louisiana. This helps spread the Science of Mind into new markets.

#### **To Financially Prosper at All Times**

- We should be receiving \$250,000 from the Roy Harsh estate (long-time member of CSL) in February.
- Diane Bell is laying out a 12-month plan to stay in touch with our pledgers and members. Hopefully with her involvement this year we can retain more members as well as bring in a bigger percentage of pledge moneys.
- We made just under \$8,000 on the Intentions Workshop: \$1,000 over what was budgeted.
- The Neale Donald Walsch event (Jan 23-24) brought in approximately \$5,000 which is at par with budget.
- Our first big event with Age Nation fell through, but we have high hopes for the next scheduled event in May.
- January promises to be a good month for offering money.
- The leadership staff continue to look at ways to reduce expenses.

#### **Be Abundantly Supported by the Time, Talent, and Resources of our CSL Congregation**

- Brian Eckfeldt has stepped up in his Gourmets for God participation.
- Joey Nessif is stepping in to assist us with Neon after Moni's retirement.
- We can cultivate more congregant participation in many areas, including grounds upkeep, hospitality, altar creation, visitor recognition and welcoming, and tech support.

# *Sacred Covenant*

For CSL's Growth and Development

**Purpose:** Life

**Vision:** CSL's services, classes, and events are filled with Spirit and people being blessed by that Spirit.

**Quote on which to base our Faith:** "My mind is a center of divine operation; the divine operation is always for expansion and fuller expression." Judge Thomas Troward

## **Intentions:**

- ∞ People experiencing more of God's presence
- ∞ Develop people to their highest potential
- ∞ Expand our influence for Good and become a destination point for New Thought People
- ∞ To grow in attendance at CSL activities
- ∞ To grow in influence for Good in the Seattle area and the world
- ∞ To financially prosper at all times
- ∞ To be abundantly supported by the time, talent, and resources of our CSL congregants.

## **The Easy Prayer:**

The Divine Operation is always for expansion and fuller expression. The Divine finds an avenue of expression through CSL and everyone associated with it. Therefore the Divine Goodness of God fills the Center and all its activities with the Breath of Spirit. The Spirit breathes life into every aspect of CSL's activities. It does the same within my life as well. I am grateful; all is blessed.

I await with glad anticipation the fruits of this prayer.

And so it is.