

**MINUTES**  
**Regular Meeting**  
**Board of Trustees of the Center for Spiritual Living - Seattle**  
**January 28<sup>th</sup>, 2015 6:30 PM**

**Present:** Cynthia Clay, Kathianne Lewis, Karen Schiller, Sandy Tomlin, Rick Gage, Carmin Dalziel, Andrea Weatherhead,

**Absent:** Carrie Sjaarda, Frank Selden

**Non-voting Attendees:** Chris Carter, Executive Director; Marilyn Gregory; Kathy Galvin, RScP.

**OPENING AND CALL TO ORDER**

- Meeting called to order by Cynthia Clay at 6:36pm
- Kathy Galvin, RScP opened with prayer.
- The Sacred Covenant was read.
- Marilyn Gregory said a prayer in support of the attendance target and the board held the prayer and goal in consciousness.

**MINUTES AND REPORTS**

**Minutes Approval:** Kathianne Lewis moved to approve the minutes from December 17, 2014. Sandy Tomlin seconded the motion. 6 Approvals, 1 abstention, and 0 opposed. Motion Passed.

**Stewardship Report:** Kathianne Lewis reported that the campaign was at \$1,818,740.00 in pledges. Current pledge count 664 people, 550 pledging units. Rick Gage is doing some additional research to uncover why there is a difference. We are approximately \$181,000 behind the budgeted stewardship goal. Diane Bell and staff are working to contact givers and secure pledges and intent

**Financial Report: Given by Karen Schiller**

- Contributions for 2014 were over contributions for 2013 by \$31,000. Expenses were under by 4%.
- We are about \$50,000 ahead of budget for the month of December. (Ref F3)
- Cash flow coverage ratio is meeting the 1.15 CFC ratio. (Ref F4)
- Don Beaty has joined the Finance Committee. Reporting is being streamlined.
- The new reporting mechanism will show current balance sheet and at the same time last year for reference. (Ref F1)
- Finance Committee is forming a subcommittee to research refinance options in April 2017.
- The board reviewed the pledge realization report for the year 2014, 2013, 2012, 2011.

Cynthia Clay requested a budget adjustment recommendation from the Finance Committee for the next meeting. Chris Carter is implementing an ongoing forecasting process to address budget fluctuations.

**Executive Session** - Cynthia Clay called and Executive Committee Session at 7:40pm and ended at 8:40pm.

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

Personnel committee recommends that we move forward with hiring a registrar. 7 approve and no abstentions. Motion passes.

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

The final Board Nominating Committee:

Kathianne Lewis, Senior Minister (or designee)

Sandy Tomlin, BOT Nominating Committee Chair

Frank Selden, BOT Nominating Committee Co-chair

Keith Jefferson, CSL member & former BOT member

Diann Durbin, RScP, CSL member & former BOT member

Candidate interviews will be held on Sunday 2/1/15 between 10:30am and 2:00pm.

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

See the report. Chris reported that connection is a priority of our community.

**Campus Unification report – Andrea Weatherhead**

Drawings have gone out to get estimates but have not been received yet.

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

- Priority is around connection circles before building sanghas.
- Mark Anthony Lord is coming in February to review the Community.
- The leader circle is meeting every other week at Rick's home.

Rick Gage suggested that the board reach out to the people who are building community.

Create a Better World, Let's go CSL, Body ministry, Next thought,

**OLD BUSINESS**

Community Conversations Update: Email exchange indicated that it was successful. Rick will bring information/minutes from meeting. We would like to hold this type of conversation every two months. Would like to tentatively schedule one for 2 weeks after the Annual meeting.

**NEW BUSINESS**

**Annual Meeting Planning Meeting:**

- Rev. Kathianne will send out an agenda with board members.
- Key elements: Board elections, Candidates speak, Power point, 2014 Financial performance in layman's terms- Karen, 2015 stewardship results and implications, Financial conversation and the state of our overall finances, Highlights of 2014, vision for 2015.

Elements of the Written Report: Growth and Development report. 2014 Financial report, 2014 wins and highlights.

**Note:** Sandy Tomlin & Carmin Dalziel will not be in attendance at the Annual meeting.

**Notes:** Change evocation from the front of the agenda to invocation

**Back Burner:**

Refine the Critical success factors

CSL on TV (GaiaMTV, Jim Lefter)

Karen Schiller gave the closing prayer.

Meeting adjourned at 9:30pm.

Respectfully submitted by Carmin Dalziel.

