

MINUTES
Regular Meeting
Board of Trustees of the Center for Spiritual Living - Seattle
March 25th, 2015 6:30 PM

Present: Rick Gage, Sandy Tomlin, Carrie Sjaarda, Ray Rebello, Frank Selden, Karen Schiller (attended by phone)

Absent: Kathianne Lewis, Andrea Weatherhead, Karen Schiller, Cynthia Clay, Chris Carter - Executive Director
(non voting)

Non-voting Attendees: Kathy Galvin RScP, Laurie Hawkins Prac in Training (PIT), Alex Perlman PIT, Emma Morena PIT

OPENING AND CALL TO ORDER

- Meeting called to order at 6:37 pm by Carrie Sjaarda, Secretary, acting as Chairwoman Pro Tem
- Kathy Galvin, RScP, opened with prayer.
- The Sacred Covenant was read.
- Attendance target (995+) and membership target (750+) held in consciousness.

ELECTION OF OFFICERS

President: Frank Selden moved that Rick Gage be elected President of the Board of Trustees. Ray Rebello seconded the motion. 5 approves, 0 abstentions. Motion carried.

Rick Gage, as President, took over as Chairman of meeting.

Vice President: Sandy Tomlin made a motion that Cynthia Clay be elected Vice-President of the Board of Trustees. Ray Rebello seconded the motion. 5 approves, 0 abstentions. Motion carried.

Secretary: Sandy Tomlin made a motion that Carrie Sjaarda be elected Secretary of the Board of Trustees. Ray Rebello seconded the motion. 5 approves, 0 abstentions. Motion carried.

Treasurer: Sandy Tomlin made a motion that Karen Schiller be elected Treasurer of the Board of Trustees. Ray Rebello seconded the motion. 5 approves, 0 abstentions. Motion carried.

MINUTES AND REPORTS

Minutes Approval: The minutes from the regular board meeting held on February 25th, 2015 were approved as is.

Financial Report: Given by Karen Schiller

- General contributions are coming in at 85% of forecast. Chris Carter will reforecast income through yearend based on percentage of realized contributions for next board meeting. The board will closely monitor the variance of monthly financials to forecast.
- Designated Fund – The bank looks at designated funds for good fiduciary management. Karen Schiller made a motion to move \$275k from operating cash into the board designated 2012 Operating Surplus. This protects the funds from being spent without board approval. This is a balance sheet representation only. Funds are not physically being moved between accounts. Ray Rebello seconded the motion. 5 approves, 0 absentions. Motion carries.

HR Committee Report – Given by Rick Gage

Nothing to report.

Growth and Development Report – Given by Chris Carter

See attached Growth and Development report for details

Campus Unification report – Andrea Weatherhead

Nothing to report.

Community Builder Wisdom Council Report – Given by Rick Gage.

The council is working on restarting connection circles with a target date of Summer 2015. The drawback for Summer circles is competition with Gourmets for God. July and August are G4G months. In July and August, CSL will not be having Wednesday night services. That frees up Wednesdays for connection circles.

The Community Builders Leadership Committee (CBLC) is meeting every other week on Tuesdays. The next meeting is April 21st. The CBLC is looking for more members who are interested in leadership roles at CSL.

OLD BUSINESS

Annual Meeting Follow-up – Given by Chris Carter

Beautiful Existence gave a detailed presentation at the Community Conversation meeting regarding the question from the Annual Meeting about web presence.

The script for the nomination of board members is unclear regarding when and how nominations from the membership during the meeting closes. There is no motion required from the floor to close nominations. The script needs to be tightened up and clarified. It was also suggested that graphics be used during the meeting to help audience follow the agenda. The script also needs to be updated regarding board member giving. The by-laws stipulate that members must financially support CSL, but no longer requires 100% of tithe to be given to CSL. Rick Gage and Carrie Sjaarda will address the script changes.

Chris Carter has a Procedural Master document and will send to Rick and Carrie. Ray Rebello remembers having policies and procedures for the nominating committee when he was previously on the board. He will look for that and give to Rick and Carrie.

Community Conversation – Given by Chris Carter

The 2nd Community Conversation meeting was held on Feb. 15th in Holmes. This meeting did not have good preparation. Chris Carter is putting together a procedure for doing these that will make things run smoothly in subsequent meetings. Ray Rebello gave meeting guidelines:

- Keep presentations short
- Use visuals that people can see from all parts of the room
- Rehearse
- Give more time for follow-up from previous meeting

Chris Carter will coordinate with Kathianne Lewis and send an email to BOT with next CC date and topic. Frank proposed a topic about physical attendance on Sundays. We need to have that conversation internally with BOT before taking it to the CC.

BOT Planning Calendar

Carrie Sjaarda will take responsibility for calendar. The Stewardship Campaign needs to be slotted in for things that are relevant to BOT. Sandy has offered to be on the Stewardship Campaign again.

NEW BUSINESS

BOT Committees

We need to review the committees and decide which are relevant and if any new ones are required.

Committees identified as necessary:

- Finance
- HR
- Nominating

- Campus Unification – would like to broaden its scope to include sanctuary. There is significant maintenance that needs to be done. We also need a campus master plan. Where can we promote growth campus wide?

Frank mentioned a growth committee and is interested in being part of it.

Board Retreat

The next board retreat is scheduled for April 24th. Rick will put together agenda with Kathianne Lewis and send to board members.

Meeting adjourned at 8:45 pm.

Minutes respectfully submitted by Carrie Sjaarda, Secretary to the board.