



# Creative Living Fellowship

*A Community of Care, Opening Hearts and Incubating Dreams*

## BOARD OF TRUSTEES MEETING MINUTES

**Sunday, January 28, 2018, 1:00 – 3:30 pm**

**Attendance:** Michelle Davis, R.Sc.P., *President*; Diana Golden, *Vice President*; Catherine Cohen, *Treasurer*; Carla Monterroso, *Secretary*; Rev. Sandy Gibbons, *Member*; Roger Webb, *Member*

**Ministry & Staff:** Deborah Covington, *Business & Finance Manager*

**Absent** Rev. Michele Whittington, *Senior Minister*; Dustin Snyder, *Member*

**Pre-Meeting Loving Exercise:** Catherine led us in a mini-visioning exercise. We shared our own vision of luxurious for our own life and luxurious for CLF.

**Call to Order:** At 1:05 pm by Michelle Davis, R.c.P., *President*. For review, the Board of Trustees Meeting Agenda and supporting documents were emailed prior to the meeting.

**Opening Prayer:** Michelle Davis, R.Sc.P.

**High Watch Held by:** Carrie Sherman, R.Sc.P.

**Accomplishments and Areas of Improvement:**  
Christmas Eve production and Community Outreach gifts  
Getting the word out and video testimonials

### **Business Agenda:**

**Secretary's Report:** Carla Monterroso  
Approval of December minutes: Motion to approve by Diana G, seconded by Sandy G, passed by majority.

**Business /Operations Report:** Deborah Covington, *Business & Finance Mgr*

### **Property:**

- The foyer door opener has been changed out. The automatic openers on both the outside and inside will be removed. The issue with removing the one inside the foyer will create the need to repaint. There's already been a challenge with repainting due to the faux finish and therefore may not be a simple touchup job.
- The valve on the water heater shows extensive erosion and needs to be replaced. It will be done ASAP by Dennis and at the same time he will replace rotted wood in the storage area where the heater is kept so it may be useful space. **This item has not been completed.**
- It was suggested by the solar inspector to have wire wrapped around the border of the panels to keep debris from collecting underneath. **This item has not been completed.**
- Our pest control service man has suggested installation of something that will keep birds off of the roof edging over the solar boxes. The bird droppings is ruining the paint. Dennis will investigate what would work best without causing harm to the birds. **This item has not been completed.**



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### **Operations:**

- The aged desktop computer in the education office has been replaced by a newer desktop donated. It is determined this machine will not be adequate for daily use, but will be kept for backup. The original desktop has been repaired with two new drives and is in good working condition.
- I have trained a new volunteer for the Sunday service Power Point, Suzanne Chitty.

### **Business and Finance:**

- The staff is experiencing a sense of team as we settle in with the new Registrar Coordinator & Office Assistant.

### **Open Items:**

- Estimated costs for items on the 2017 Manifest list is currently on hold and will be replaced by the new 2018 list once created.

### **Treasurer's Report:** Catherine Cohen, *Treasurer*

#### **Creative Living University:**

December total net = -1,042.95

Year-to-date net = -1,614.94

#### **Operations:**

December total net = 1,812.24

Year-to-date net = -14,132.20

#### **The Wisdom Center:**

December total net = 148.25

Year-to-date net = 71.14

#### **CLF Totals:**

December total net = 917.54

Year-to-date net = -15,676

### **Board Updates: Board of Regents and Board of Ecclesiastics –**

- No report this month

### **Community First Update:**

- None

### **Senior Minister's Report:**

- Rev. Michele is on Sabbatical

### **Old Business:**

Live Streaming/FB Live update Roger Webb; addressing some technical difficulties.



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### **New Business:**

- **Election of New Board Vice President**

Diana Golden desires to step down as Vice President of this Board. Roger Webb desires to serve. Diane G motioned to elect Roger Webb as the Board's 2018 Vice President, Sandy seconded, motion passed.

- **Upcoming Meetings**

The Board's 2018 Visioning will be held on March 17<sup>th</sup>  
The planning team for the annual Membership meeting will be Roger, Michelle, and Deb. Catherine moved and Diana seconded that the Board of Trustees not meet in February. Motion carried.

- **Neale Donald Walsch event**

Only 41 out of 200 have been sold. Catherine is going to provide additional marketing materials for BOT and Spiritual Life Coaches to share.

### **Tithing Selection:**

- Amount available for Tithing: \$3,692
- Monthly tithing requests

H30 – Yoga Phoenix	\$3,692
<b>Total Tithe</b>	<b>\$3,692</b>

Carla M motioned the above request and seconded by Catherine Cohen. Opened for discussion. Unanimously approved.

**Next Meeting:** Saturday, March 17<sup>th</sup> for visioning (No February Meeting)

**Closing Prayer:** Carrie Sherman, R.Sc.P.

**Meeting Adjourned:** At 2:30 pm by Michelle Davis, R.Sc.P., *President*

*Respectfully submitted by Carla Monterroso, Secretary Board of Trustees*