



# Creative Living Fellowship

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

## **BOARD OF TRUSTEES MEETING MINUTES**

**Wednesday, September 28, 2022, 4:00 - 6:00 pm**

### **Attendance:**

Rev. Dr. Sherry F. McCreary

Debra Pope, BOT President

Fran Peck, BOT Member

Tarah Hamman, BOT Secretary

Guest at the beginning of the meeting: Rev. Rasheryl McCreary, RScP

**Call to Order:** Debra Pope, President 4:07PM

**Opening Prayer & High Watch:** Dhamana Shauri

### **Check-in**

Rev. Rasheryl McCreary present at the beginning, announced acceptance of a Letter of Call from CSL San Jose. Deb suggests sending flowers to CSL San Jose. Rev. Sherry to find out for us.

### **CLF Board – Vision/Responsibility Discussion**

*Intention: It is the intention of the Board of Trustees to create a stable financial base through a generous, connected community of care, love and friendship that joyously enables CLF to open the hearts and incubate the dreams of every individual who walks through our doors.*

Rev Sherry to write a new Vision Statement.

**No Consent Agenda Items.**

### **Business Agenda:**

#### **Financial Report Review:**

- Monthly Reports (Attached to Minutes)

Profit + Loss Expanded - Jan-Aug 2022

Footnotes For Profit + Loss Expanded - Jan-Aug 2022

Profit + Loss Collapsed - Jan-Aug 2022

Balance Sheet Comparison - Jul-Aug 2022

Footnotes For Balance Sheet Comparison - Jul-Aug 2022

Cash Flow Report - Aug 2022

Investment Statement Aug 2022

Attendance Graph Jan-Aug 2022

Attendance Per Apps - Jan-Aug 2022



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## BOARD OF TRUSTEES MEETING MINUTES

Weekly Contribution-Income Report Aug 2022

**Secretary's Report:** Tarah Hamman

**Old Business:**

**Agenda Items:**

- *Approve August 24, 2022, Meeting Minutes* – tabled.

**President's Report:** Debra Pope

**Old Business:**

- **Agenda Items:** *BOT Dropbox Folder: Add*

- *Rebranding Book*
- *CLF Original Articles of Incorporation*

Deb C to add the Rebranding Book, Tarah H to add the Articles of Incorporation to the folder.

**Month Report:**

**Agenda Items:**

- *October Community Meeting* Refer to Senior Minister's Report, below.
- *Agenda* Reorder flow of BOT meetings, moving the Senior Minister Report after Secretary's Report, to begin with the October Agenda.

**Senior Minister's Report:** Rev. Dr. Sherry F. McCreary

**Month Report:**

- The Manifest More Money Class brought in \$521.50.
- Ester Nicholson's Workshop was canceled, by her, due to unexpected travel.
- In-Person Sunday Services to be at the Embassy Suites Hotel, 4415 E. Paradise Village Parkway, Phoenix, at 10:00 A.M. We are scheduled for the Palo Verde Room from 8am-4pm.
- Practitioner meetings (the first Sunday of each month) can be held in-person after Sunday Service now.
- Community Visioning Meetings (the third Sunday of each month) can also be held in-person. The October Community Visioning will be skipped due to our first In-Person Service being held that same day.
- We will have a month-to-month contract with the Embassy Suites, at least through the end of the year. When Embassy Suites has their 2023 budget, we will have discussions about space rental for 2023.
- Our AV situation is still up in the air for in-person services. Patrick will help as our Sound Tech on Sundays until we can find someone. Cost of services TBD.
- Rev. Sherry needs BOT authorization to sign Rental Agreement with the Embassy Suites. Vote to be by Consent Agenda via email.



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## BOARD OF TRUSTEES MEETING MINUTES

- Refreshments for the first two Sundays include
    - 2 gals. Coffee - one regular/one decaf;
    - 1 hot tea
    - sweets, pastries, pretzels, hard boiled eggs. Water is included with the room. BOT is going to split the cost of refreshments and gift them to the congregation, Rev. Sherry will talk to Deb. C. about how we can contribute.
  - An A-frame CLF sign is being made for In-Person events.
  - Announcements of return to In-Person will be via email, the newsletter, and during service.
    - Masks will be encouraged and available. Staff will use masks.
    - No Pre-Service Meditation will take place the first couple of weeks in-person.
    - Rebranding Marketing suggestion that BOT call Active members to let them know about in-person service. BOT is being asked to serve as greeters, counters, ushers.
    - The Animal Blessing/Memorial Service facilitated by Animal Chaplain, Fran Peck, is Oct. 22nd 10am-12pm. Location to be determined. All BOT and Practitioners are asked to attend this event.
- All other virtual events will remain online.
- Upcoming Classes: Manifest More Money, begins Oct. 31, 2022
  - Membership confirmations: 46 out of 187 responded. 10 changed status to former members. Rev to confirm the 10 of the 46?
- Oct. 23<sup>rd</sup> is our Membership Meeting date

**President's Report:** Debra Pope (moved to after Senior Minister's Report)

### Old Business:

#### Agenda Items:

- *BOT Dropbox Folder: Add*
  - *Rebranding Book* – Rev. Sherry will follow up with Deb. C to add this to the folder.
  - *CLF Original Articles of Incorporation* Tarah filed these in the BOT Dropbox during the meeting.

Reorder flow of BOT meetings, moving the Senior Minister Report after Secretary's Report

### Month Report:

#### Agenda Items:

- *October Community Meeting* Refer to Senior Minister's Report, above.
  - *Agenda* Reordered in this document: Secretary's Report > Senior Ministers Report > President's Report > New Business

### Old Business:

#### Agenda Items:



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## **BOARD OF TRUSTEES MEETING MINUTES**

- *P&P's: Finish "Revise Policies": BOT-110, Fin - 469 / 470, Fin- 485 - Tabled*
- *Bylaws Review: To schedule / complete by EOY (2019 Dated last review) - Tabled*

**New Business: No new business.**

**Next Meeting:** Wednesday October 26, 2022, 4:00 - 6:00 pm

**Meeting Adjourned:** by Debra Pope, President at 5:58pm

**Closing Prayer** Dhamana Shauri.