



CREATIVE LIVING FELLOWSHIP
Opening Hearts, Incubating Dreams

Board of Trustees Meeting Minutes
April 3, 2019

Attendance:

Board Members: Roger Webb, President; Marilyn Strain, Vice President, Gwen Garrett, Treasurer; Peggy Struble, Secretary; Catherine Cohen, Trustee

Ministry & Staff: Rev. Sherry McCreary, Senior Minister; Deborah Covington, Executive Director

Guests: Rasheryl McCreary, BOT Advisor

High Watch: Fran Peck

Call to Order:

President Roger Webb called the meeting to order at 1:01 p.m.

Opening Prayer: Fran Peck

CLF Board - Vision:

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.

BUSINESS AGENDA

Consent Agenda Items

None

Secretary's Report: Peggy Struble

1. A motion to approve the March 13, 2019 meeting minutes as corrected was made by Peggy, seconded by Marilyn, and approved unanimously.
2. A motion to approve the March 20, 2019 meeting minutes as amended was made by Peggy, seconded by Cat, and approved unanimously.
3. A motion to approve the March 27, 2019 meeting minutes was made by Peggy, seconded by Gwen, and approved unanimously.

Business/Operations Report: Deb Covington

Property:

- 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. Put on hold
- It was suggested by the solar inspector to have wire wrapped around the border of the panels to keep debris from collecting underneath. Put on hold
- 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. Put on hold
- I've had conversations with the manager of the office complex to the south and he has agreed to consider putting a gate in the middle of the block wall creating easier access to both parking lots. I have two names who do block wall work and will get estimates from them both for discussion with the manager. I've received a verbal estimate, waiting on it in writing (\$1,350). Put on hold
- Note summary of outside inspection performed by a profession inspector of all buildings for additional items.
- One of the a/c units Holmes Fellowship Hall will need to be replaced by the time the heat hits in 2019. The cost will be approx. \$10k
- Roof repair issues are being spearheaded by BOT members

Operations:

- We have opening for additional volunteers to run the PowerPoint during Sunday services.
- We need a handyman to help with the upkeep of property

Treasurer's Report: Gwen Garrett

Refinance Update:

- Our refinance is proceeding without any issues so far. Deb and I are meeting with Anita Turk and the branch manager where our account will be opened. That meeting is scheduled for Thursday, April 4th.

Financial Update:

- The transition to Quickbooks online is progressing. There is a considerable amount of data update required; however, our chart of accounts has gone from over 500 accounts to less than 200 accounts which will improve our ability to provide more financial transparency and oversight. Deb, Mark and I are meeting regularly to make decisions that will support our growth.
- We have established our Breeze account; however, the staff is on a retreat and it will be a couple of weeks before they will be able to assist our transition. In the meantime, we will be working on Quickbooks so it's ready to interface with Breeze.
- We have setup our Dropbox account and are working to get a good structure for everyone to access. Rasheryl will provide some guidance for us based on best practices from other churches.
- We will be setting up Gusto (new payroll system) soon. We will continue doing payroll in Quickbooks until we are fully functional and ready for the transition. We will target the Gusto implementation for May, 2019.

Senior Minister's Report: Rev. Sherry McCreary

4. Reminders
 - Golden Rule Banquet on April 11
 - Brunch and Learn gathering on April 28 after the service
5. Need a new Live Stream sound system/board
6. Implementing BOT and Vision Corp prayer partners
7. Dissolution Committee will be Rev. Bobbie Croddy, Mary Jayne Hyde, Laura Jesmer, Marilyn Strain, Peggy Struble, and Rev. Sherry McCreary
8. The BOT agreed to making our parking lot available to the nearby condo residents for a 24 hour period during some repair work
9. For future consideration: increasing pay for soloists

President's Report: Roger Webb

None

Old Business:

10. BOT Vacancies

- BOT Application Packet update - Marilyn and Rasheryl are meeting Friday to discuss
- Nomination Committee

New Business:

11. Prison Ministry Letters
 - A private individual wondered if she could use CLF's address in writing letters to prisoners. The BOT agreed that she should instead get a P.O. Box.
12. Cat reported on the possibility of working with businesses in a way that would promote them and bring in extra money for CLF - she will put something more concrete together for the BOT to look at.
13. Reminder: Graduation ceremony for Fran Peck and Rev. Sherry McCreary is this Friday (April 5) at 5:00 p.m.
14. People are still bringing in pets
 - We don't have an animal ministry right now so we don't know if the pets have been approved.
 - Gwen reported that there is no AZ law that requires churches to allow service animals.
 - Congregants may have allergies or illnesses that may need to be taken into consideration as we re-evaluate our policies.

Next Meeting: Wednesday, April 10th, from 1:00 - 2:30 p.m.

Adjournment:

President Roger Webb adjourned the meeting at 2:36 p.m.

Closing Prayer: Fran Peck