



BOARD OF TRUSTEES MEETING MINUTES

Wednesday, December 14, 2022, 4:00-6:00 pm

(Combined November / December Meetings)

Attendance:

Rev. Sherry F. McCreary
Debra Pope
Mary Jayne Hyde
Fran Peck
Tarah Hamman

Joined at the beginning of the meeting:

Deborah Covington, Director of Operations
Amy Fiala, Bookkeeper

Call to Order: Debra Pope, President 4:03pm

Opening Prayer & High Watch: Fran Peck

Check-in

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.*

Financial Discussion:

- **Bookkeeper / Director of Operations:**
 - New Financial Reports / Reporting is coming through Aplos software. It is much easier to read. Aplos is IRS-approved.
 - Investment fees are included in the report. Amy advised that we have paid over \$8,000 in investment fees. She suggests that we consider investing in a CD. She also thinks we could possibly make as much as \$20,000 - \$30,000 in interest in one year with a CD.
 - Mary Jayne expressed a desire to cut down on investment costs and suggested we schedule a brief meeting with Austyn Whittenburg to discuss lower fees. The BOT agreed to a special meeting with Austyn to discuss the fee issue. Rev. Sherry will set up the meeting with Austyn, preferably on Wednesday, Jan 11, 2023, at 4:00 p.m. She will notify the BOT.
 - The report will include accts 5002 & 5501 combined bank and investment fees.
 - The existing savings balance will last 2-3 additional months.



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- Bookkeeper suggests (not advises) to consider investment in a CD.
- We will have a 2023 Budget to review by the next BOT meeting. Financial Reporting Structure / Procedure to BOT:
Tarah moved to have financial reports sent to the BOT & Rev Sherry at the same time.
Deb Pope:
Second
Vote: 3 No votes
Motion fails.

Consent Agenda Items:

- Sound Mixer Purchase: \$716.74 - Tarah – Moved to purchase the Sound Mixer - Fran – Second - Motion passed unanimously.

Business Agenda:

Financial Report Review:

- Monthly Reports (Attached to Minutes)

Secretary's Report: Tarah Hamman

Old Business:

- Approve October 23, 2022, [Membership Meeting Minutes](#) - Tabled
- Approve October 26, 2022, Meeting Minutes - Tabled

Month Report:

- Meeting Minutes Procedure

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

Month Report:

- Senior Minister Letter of Call was sent out to the BOT. Vote to be by Consent Agenda, via email.
- Jorge's father passed. Deb Pope asks that we make a donation at some point.
- Nicole needs help with duties for Sunday Services since Jorge will be gone, and Deb C has a broken wrist. We are seeking volunteers to serve on Sundays.
- In-person Sunday Services will continue at Embassy Suites through the First Quarter, 2023. The weekly Contracts are saved in the BOT Dropbox file.
- Zach Gillespie is a potential Music Director. Discussions are in progress.
- Realtors are still looking for leasable space.
- Christmas Eve Service will be Online/Live Streamed at 6pm.



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- World Peace Meditation will be on Zoom.
- Vision Board Workshop will be in-person after Sunday Service January 8th, time TBD. Community Visioning starts again January 15, 2023
- Quantum Chair Yoga will start again, after Sunday Service.
- 4th Quarter Tithe Recipient, Harvest Compassion Center, submitted by Fran (see below for motion).
- Rasheryl McCreary received the Plaque sent to her. She thanks the BOT.

President's Report: Debra Pope

Old Business:

- November meeting was not rescheduled to the end of the month. Decision was made to hold next meeting December 14th to combine November and December meetings due to the holidays

Month Report:

- ~~Hotel Contract – Sunday Services Billing / Costs – addressed above in Senior Minister's Report~~ ??? addressed in Senior Minister's Report in October 26, 2022 Minutes
- Rebranding – Web Design, Graphic Design.....
- New Year Planning
 - Financial / Business
 - Marketing / ReBranding Plans
 - Vision / Responsibility Statement
 - 2023 Planning / Costs
 - Operational:
 - Staffing
 - Rental Costs
 - Church Business Timelines
 - 2023 Annual Budget from Bookkeeper before the next BOT meeting.
 - BOT to meet with Austyn Whittenburg. Request to meet January 11th will be made by Rev. Sherry.

Quarterly Tithe: Nomination for 4th Quarter Tithe Recipient – Fran Peck

Harvest Compassion Center. <https://harvestcompassioncenter.org/>



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Motion to accept Harvest Compassion Center for the 4th Quarter Tithe by Fran Peck

Second: Mary Jayne Hyde

Vote: Unanimous Approval Motion Passes

Old Business:

- 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)

New Business:

Summarize Meeting: Secretary

Next Meeting: Wednesday January 25, 2023, 4:00 - 6:00 pm

Meeting Adjourned: Debra Pope, President 6:25pm

Closing Prayer