



**CREATIVE LIVING FELLOWSHIP**  
*Opening Hearts, Incubating Dreams*

**Board of Trustees Meeting Minutes**  
**May 1, 2019**

**Attendance:**

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

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

**Guests:** Rasheryl McCreary, BOT Advisor

**Absent:** Catherine Cohen, Trustee

**High Watch:** Fran Peck

**Call to Order:**

President Roger Webb called the meeting to order at 1:15 p.m.

**Opening Prayer:** Fran Peck

**Check In**

**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. The April 17, 2019 meeting minutes will be approved when Cat gets back.
2. A motion to approve the April 24, 2019 minutes was made by Peggy, seconded by Marilyn, and approved unanimously.

**Business/Operations Report:** (Deb Covington)

Irrigation in garden needed repair, work was done by the landscape maintenance company, Garden West. The total cost of repair was \$113.

The memorial plaque for Lonnie is in the process of creation. The final proof was approved by both Rev. Sherry and Michele Whittington. The total cost for the plaque and two posts is \$632. Estimated ship date is 5/10 (if not sooner). The plaque will need to be installed on Sat., 5/25. There will be a cloth placed over it until the ceremony after service on Sun., 5/26.

The total cost for installation of No Smoking and Sr. Minister's reserved parking signs was \$270.

Total tithe paid to St. Mary's Food Bank for Nov. & Dec. 2018 = \$4,553.50.  
Total tithe to be paid to Habitat for Humanity for Jan, Feb, Mar. 2019 still to be determined.

**Treasurer's Report:** (Gwen Garrett)

Refinance Update:

The Reconveyance document was received from Rick Flory. That means that he is officially removed from county records as our lender.

Financial Update:

As per Mark Coltrain's recommendations

- We are closing the four credit cards that we have and will use the new Comerica card exclusively.
- We will also use a single checking account at Comerica Bank for all income. We currently have a separate merchants account to process credit card income in addition to our primary checking account with Bank of America.
- Mark Coltrain is experiencing some health issues that will affect his availability. It is unclear how much time he will have for us at this time. Rasheryl will get us recommendations for other Breeze implementation assistance.

- We will set up a meeting with Aaron at Comerica to demo the credit card processing terminal for the Board before we move forward.

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

3. Pet Policy Update - Rev. Sherry has not yet met with Patty or Fran.
4. May 19th for a Brunch and Learn is too early to adequately prepare. Instead we'll have an informational session with a Q&A after the service on May 19th.
5. There are several conferences Rev. Sherry would like to attend - she will have prices next week.
6. There will be a Sunday Service Team meeting this Saturday.
7. Discussion about whether we need more security measures given recent events at churches.

**President's Report:** (Roger Webb)

8. Food for New Thought - table until fall
9. Do we need to continue to meet weekly? We will until the member meeting June 2 and then re-evaluate.

**Old Business:**

10. BOT Vacancy Applications (Rasheryl)
  - No applicants at this time.
  - Application will be amended to reflect monthly meetings versus weekly meetings.
11. Plaque for garden for Lonnie
  - Discussed earlier.
12. Bylaws Revisions
  - Revisions continue to be made.

**New Business:**

13. Rasheryl reported on a conference she attended
  - 17 people in her class each interviewed 3 ministers. The result is a great deal information and a great resource for us, e.g., Breeze implementation, bylaws, etc.
14. Contractors
  - Rasheryl may have a handyman to recommend.
  - Roof: tabled until next week.

**Next Meeting:** Wednesday, May 8, 2019 from 1:00 - 2:30 p.m.

**Adjournment:**

President Roger Webb adjourned the meeting at 2:42 p.m.

**Closing Prayer:** Fran Peck