



Creative Living Fellowship

A Community of Care, Opening Hearts and Incubating Dreams

BOARD OF TRUSTEES MEETING MINUTES

Wednesday, January 26, 2022, 4:00 - 6:00 pm

Attendance:

Rev Dr. Sherry F. McCreary, Senior Minister
Debra Pope, BOT President
Tarah Hamman, BOT Secretary
Lori Keller, BOT Member
Fran Peck, BOT Member
Guest Speaker: Austyn Whittenburg, Whittenburg Wealth Partners

Call to Order: 4:12pm by Debra Pope, President

Opening Prayer & High Watch: Fran Peck

Check-in

Business Agenda:

Financial Report Review:

Agenda Item: *EOY Investment Update - Austyn Whittenburg. Whittenburg Wealth Partners, New BOT President email*

Account Updates:

Investments are 60 stock/ 40 bonds.

Currently down 5% this month. Net we are down \$8,000 of the \$700,000

Looking back our account was up \$28k in December.

Fluctuation is expected, normal, and okay.

Action Item: Rev Sherry will forward new member emails to Austyn so we all receive the weekly updates.

Agenda Item: *4th Quarter / EOY Reports*

We need our bookkeeper Amy to provide a Balance Sheet with Deb C.'s notes on transactions.

The Credit Card is paid in full every month.

Tithe is reported on a cash basis, listed on December report, we are actually looking at Novembers number.

Action Item: Changes on P&L - instead of showing a minus, it will be **RED** instead.

Agenda Item: *2022 Budget*

Motion: To have a yearly financial review of the previous years' books, 2021, by a third party, amount NTE \$3000 for their fee.

Made by: Fran Peck

Second: Lori Keller

Vote: Unanimous to Accept the Motion

Action Item: Rev Sherry & Deb. C to find a 3rd Party to conduct the financial review



Creative Living Fellowship

A Community of Care, Opening Hearts and Incubating Dreams

BOARD OF TRUSTEES MEETING MINUTES

Agenda Item: *Recognition Past President*

Rev Sherry wants to recognize Marilyn Strain at Feb. member meeting, and give a thank you gift - plaque and money

A \$1,000 Gift Certificate for a weekend in Sedona. We also discussed a plaque or engraved gift TBD

Secretary's Report: Mary Jayne Hyde – out ill

Agenda Item: *Approval of previous meeting minutes*

It was determined that the Secretary would get the minutes out within one week after the BOT meeting, to be voted on in the next meeting

No approvals were made this meeting.

President's Report: Debra Pope

BOT Orientation - Lori Keller, Debra Pope

BOT Commitment / Responsibilities

BOT Dropbox Folder - Agendas / Minutes / Attachments, Financials, P&P's, Bylaws

Bylaws

P&P's

Completed P&P's with updated review dates to Deb C / Drop Box

Fin 469 / 470 / 480 - Revise / Rewrite / Combine

Annual Membership Meeting - February - canceled. The new meeting date will be March 13, 2022. Notice will go out to the community next week.

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

We cannot change the signatories on the Bank of America accounts until the AZ Corporation Commission records reflect the changes in the CLF officers. No updates at the Corporation Commission as of this date.

Contributions Report for December, 2021, will be sent out at the end of the month

The 2021 and 2022 Budgets were sent to the BOT

Upcoming Classes: "Foundations for Successful Living," begins February 17, 2022. The entire CLF Community is encouraged to attend.

Next Community Visioning - Sunday, February 20, 2022. All BOT members encouraged to attend.

Old Business-

Agenda Item: *Staff Minister Letter of Call*

This was finalized in December, 2021.

New Business-

Agenda Item: *First Quarter Tithe*



Creative Living Fellowship

A Community of Care, Opening Hearts and Incubating Dreams

BOARD OF TRUSTEES MEETING MINUTES

Action Item:

One Tithe Recipient Nomination received from Rev. Jorge Suarez, for the AZ Basset Hound Rescue.

Motion: To pay our First Quarter Tithe to the AZ Basset Hound Rescue

Made by: Fran Peck

Seconded by: Lori Keller

Vote: Passed Unanimously

Agenda Item: *Upcoming Membership Meeting*

Action Item:

Proposed Article V Bylaws change, to have Active Member be the only Membership Category, needs to be determined and sent to the membership in the announcement letter prior to March meeting. Inactive and Former Member categories will be removed.

Next Meeting: Wednesday February 23, 2022, 4:00 - 6:00 pm

Meeting Adjourned: 6:15 p.m. Debra Pope, President

Closing Prayer Fran Peck