



Creative Living Fellowship

A Community of Care, Opening Hearts and Incubating Dreams

BOARD OF TRUSTEES MEETING MINUTES

Wednesday, August 24, 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 Speaker: Austyn Whittenburg, Whittenburg Wealth Partners

Absent: Mary Jayne Hyde; Lori Keller has officially resigned as a BOT Member.

Call to Order: Debra Pope, President 4:13 pm

Opening Prayer & High Watch: Fran Peck

Check-in

Consent Agenda Items:

- 3rd Quarter Tithe Recipient - The Singletons

Action: Via Email Vote

Motion to accept The Singletons as our 3rd Quarter Tithe Recipient made by Lori Keller

Second By Fran Peck

Unanimous Approval

2nd Quarter Financial Update / Review: Austyn, Whittenburg, Whittenburg Wealth Partners

The investment account is in a good place, we are still down from the peak but up from last quarter.

Business Agenda:

Financial Report Review:

- Monthly Reports (Attached to Minutes)
 - Avg Sunday Attendance 2022
 - Balance Sheet Comparison Footnotes
 - Balance Sheet Comparison June-July 2022
 - Footnotes to P&L Report
 - Investment Statement -July 2022
 - Profit & Loss – Jan-July Collapsed
 - Profit & Loss- Jan-July Expanded



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- Statement of Cash+Flow July 2022

Secretary's Report: Tarah Hamman

Old Business:

Agenda Items:

- *Approve March 23, 2022, Meeting Minutes*
- *Approve April 27, 2022, Meeting Minutes*
- *Approve May 25, 2022, Meeting Minutes*
- *Approve June 22, 2022, Meeting Minutes*

Action: Motion to Approve Meeting Minutes for March, April, May and June

Motion By Fran Peck

Second By Deb Pope

Unanimous Approval

- Meeting: Minutes Flow Draft to Final – New Procedure?
Tarah shared a CLF Meeting Minutes Tracking Spreadsheet, this will be available to BOT members in google sheets.

President's Report: Debra Pope

Old Business:

- P&P's: Done - CLF P&P Legend in Drop Box Policies Folder under Trustees Policies. Folders created for Current, Hold, Revise and Retired Policies created.

Month Report:

- **Agenda Item:** *Approve 2022 Minutes through June and up to date monthly thereafter* See Secretary's Report, above.
- **Agenda Item:** Lori Keller submitted resignation letter, dated August 8, 2022.
BOT Resignation Noted, No Action
- **Agenda Item:** *October Community Meeting*
 - *Agenda / BOT Elections? / New Members / Current Member Extensions*
BOT Election notice to go out to the community. Membership Status Confirmation email to go out 30 days in advance of meeting.
- **Agenda Item:** *Review Requested Reports / Planning: Financial / In person: Attendance per Venue, Tithing Consistent / Periodic, Top Donors*



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- *Budget review projection Current to EOY* Reviewed for expenses needed to go back to in-person service.

Agenda Item:

- *BOT Dropbox Folder: Add*
 - *Rebranding Book*
 - *Membership Directory*
 - *CLF Covenant*

Rev. Sherry to have Deb. C. load this into the dropbox, and write the CLF Covenant.

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

- Rev Sherry gave the realtor a copy of our balance sheet and investment summary.
- Practitioner Jeannie Soverns resigned on August 7, 2022.
- Date for the next Membership Meeting will be October 23rd
- Open BOT positions to be announced, board elections to be held at Membership Meeting.
- Next Community Visioning to be held on September 18th.
- October 22nd is the target date for the Animal Blessing & Celebration of Life/Memorial, time TBD.

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)

Next Meeting: Wednesday September 28, 2022, 4:00 - 6:00 pm

Meeting Adjourned: Debra Pope, President, 6:11pm

Closing Prayer Fran Peck