



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

**Board of Trustees Meeting Minutes**  
**April 24, 2019**

**Attendance:**

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

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

**Absent:** Rasheryl McCreary, BOT Advisor

**High Watch:** Fran Peck

**Call to Order:**

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

**Check-in**

**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 April 10, 2019 meeting minutes as written was made by Peggy, seconded by Cat, and approved unanimously.
2. The April 17, 2019 meeting minutes will be submitted for approval at the next meeting.

**Executive Director's Report:** (Deb Covington)

Covered in other sections

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

Refinance Update:

Final documents for the refinance were signed on Friday, April 19, 2019. There was a challenge with missing signature on the bank account signature cards; however, that was quickly resolved and funds were deposited into our account on Tuesday, April 23, 2019. Wire transfers for our mortgage broker were delivered to Proteus Capital (Tony Cupini) and Desert Funding (Gene Weimer).

Copies of the recorded documents were delivered to us via email from North American Title and Deb has filed them accordingly.

Financial Update:

We are continuing to reconcile our bank accounts with Bank of America. We are working with Mark Coltrane to clean up the database that contains our donor and the Funds that are available to have money designated for them (i.e. Bountiful Bees, Youth Ministry, Contributions, etc.)

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

3. Nicole needs the verbiage for the June Member meeting.
4. Mary Jayne Hyde wasn't able to attend the April 11th Banquet and offered to pay for her seat. The Board declined her offer.
5. Attendance was down on at the services on Good Friday, Palm Sunday, and Easter.

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

6. Updated and revised bylaws will be made available to members before the June meeting where they will be voted on.
7. Food for New Thought - tabled until the next meeting.

**Old Business:**

8. BOT Vacancy Applications
  - The Board will receive an update at the next meeting.
9. Creative Partners (Cat)

- Cat has been authorized to post advertisements for AZ Pops and other organizations that give back a percentage to CLF.
10. Soloist(s) Pay
    - A motion to raise the ordinary rate for Sunday guest artist(s) to \$125 effective May 1 was made by Gwen, seconded by Marilyn, and approved. Yes: Gwen, Marilyn, Peggy, and Rev. Sherry. No: Cat.
    - Higher fees will be decided on a case-by-case basis.
  11. Pet Policy
    - Rev. Sherry will report back after meetings with Patty and Fran (from Animal Ministry)
  12. Plaque for garden for Lonnie
    - Art work is getting done and once approved, it will only take a couple of days to get the plaque made.

**New Business:**

13. Tithing
  - Urban Street Angels has not accepted our November tithe payments on PayPal, and we have not been able to contact the group by telephone, mail, etc.
  - A motion to rescind the November 2018 tithe to Urban Street Angels and direct both the November 2018 and the December 2018 tithes to St. Mary's Food Bank was made by Gwen, seconded by Cat, and approved unanimously.
  - 2019 Quarter 1 tithe will go to Habitat for Humanity.
14. The Board agreed to add interior and exterior painting to the priority maintenance list.
15. Marilyn reported her neighbor, who has done handyman work at the church, is able to do the work to install the No Smoking and Sr. Minister's Restricted Parking signs. The Board agreed to go ahead and have the work done as soon as possible as long as the charges are under \$500.00.
16. Deb got Board permission to get the window replaced in Troward.

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

**Adjournment:**

President Roger Webb adjourned the meeting at 2:41 p.m.

**Closing Prayer:** Fran Peck