



Creative Living Fellowship

Opening Hearts, Incubating Dreams

Board of Trustees

Meeting Minutes

Wednesday, May 26, 2021, 4:00 – 6:00 pm

Attendance	Marilyn Strain, <i>President</i> ; Mary Jayne Hyde, <i>Secretary</i> ; Debra Pope, <i>Member</i> ; Rasheryl McCreary, RScP, <i>Board Consultant</i>
Ministry	Rev. Dr. Sherry F. McCreary, <i>Senior Minister</i>
High Watch	
Guests:	Austyn Whittenburg, <i>Investment Advisor</i> ; Deborah Covington and Nicole Jordan, <i>Staff</i>
Absent	Fran Peck, <i>Member</i> , Tarah Hamman, <i>Member</i>

Call to Order At 4:10 pm by Marilyn Strain, President

Opening Prayer Rev. Sherry

CLF Board Intention Read by Debra Pope

Consent Agenda Items

None

Guest Presentations

Investment

Austin Whittenburg, Whittenburg Wealth

- The first \$250,000 was debited from the CLF Bank of America Checking Account today to be invested into BlackRock Fund. To lock in to the long haul advantages, it should be BlackRock with different “buckets.”
- Austyn advised against investing more right now. He will let Rev. Sherry know when he recommends the next investment, of another \$250,000. He says the No. 1 consideration for CLF right now is liquidity. It makes sense to continue checking our finances—considering our operating expenses, making sure we have six months’ expenses on hand.
- Marilyn Strain, Mary Jayne Hyde, and Rev. Sherry will have online access to view the Investment Account.
- The members asked Austyn to attend the BOT meetings quarterly. Austyn suggests we get together by July to discuss the balance of the money.



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Community Meeting

Rasheryl McCreary - Planning for Membership Meeting

Slides to present at Community Meeting:

1. Financials
 - Monthly - Yearly
 - Property Sale Financials
 - Update on Financial Advisor – Would the BOT like to ask Austyn to attend and present for a few minutes. We can advise him on parameters for items we would like to discuss.
2. Survey Results – going out Thursday May 27, 2021, with June 4, 2021 as a soft deadline, and June 7 as the final.
 - Survey results will be on this Slide
 - Incentive for completing survey: Responders will be entered into a Drawing for three - \$25 Amazon Gift Cards
3. Moving Forward Timeline
 - In-Person Service - Proposed Sunday August 1, 2021 - Location TBD
 - When is the next meeting?
 - COVID Protocols
4. Summer Classes
 - Jorge to present the Summer classes

Rebranding

Membership

The BOT needs to know who our Active Members are. If they do not respond to Membership Status emails, they will be moved to InActive Status.

BOT needs to amend how we define members because we now have remote congregants.

Rasheryl – We will want to consider a Remote Member Status.

Financial Update

The current Balance of Sale Proceeds in Savings is \$702,562.76

The first installment of \$250,000 was placed with Whittenburg Wealth.

There was discussion regarding the proceeds of the sale and when we will invest another installment in the investment account (as mentioned above). Also, the Board needs to understand what the current expenses and income are.

Motion: To invest the second \$250,000 with Whittenburg Wealth based on Austyn's advice when he talks with Rev. Sherry.

Motion by: Tarah Hamman

Seconded by: Fran Peck



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Motion Carries Yes

See attached documents

Secretary's Report

Motion: To approve the Minutes from the April 28, 2021 BOT Regular Meeting.

Motion by: Mary Jayne

Seconded by: Debra

Motion Carries Yes

President's Report

BOT Member Application from Lori Keller.

Harris Silver also submitted a BOT Application, however, his application cannot be considered because he is not a member, and he has not taken Foundations.

Debra Pope's status change from Special to Regular BOT Member will have to be voted on by the Members at the Annual Membership Meeting in October.

The Board settled on a target date range for a meeting space for CLF.

Senior Minister's Report

- M3 Commercial Movers were paid an additional \$625 for extra time spent on our move.
- The SBA/EIDL Loan, in the amount of \$125,362.42, was paid off on May 19, 2021.
- We received a Letter of Forgiveness of the first PPP grant. Our Bookkeeper, Amy Fiala, is now preparing the Application for the second PPP Loan/Grant.
- We are looking for a Music Director. We will need one when we return to In-Person Services so that we can have live music.
- The CLF Office will be closed on Monday May 31, 2021, for Memorial Day.
- Rev. Sherry will be off 2 Sundays in June.
- A New Member Orientation is planned for June 13, 2021.
- We are considering restarting In-Person Services on the First Sunday in August, 2021. Rev. Sherry is continuing to discuss possible spaces with Earle and Ronda Emmrich.

Next Meeting

Wednesday, June 23, 2021 - 4:00 – 6:00 pm

Closing Prayer

Mary Jayne Hyde

Meeting Adjourned

At 6:00 pm, by Marilyn Strain, President

Respectfully submitted by Mary Jayne Hyde