

**Regular Meeting**  
**Board of Trustees of the Center for Spiritual Living**  
**March 23, 2010 6:30 P.M.**

Present: Freddie Barrett, Diann Durbin RScP, Keith Jefferson, Rev. Kathianne Lewis, Denise McDonald RScP, Thomas Mead, Alinda Page, Isolina Pommier, Ray Rebello

Absent:

Non-voting Attendees: Carmin Dalziel, RScP; Heather LaneMcCants, Executive Assistant

Keith Jefferson called the meeting to order at 6:34pm.

Carmin Dalziel gave the opening prayer.

### **Minutes/Reports**

The board discussed changes to the minutes.

February 23, 2010 minutes:

Denise McDonald made a motion to approve the minutes as amended. Diann Durbin seconded. Motion carried.

Annual meeting minutes:

Ray Rebello made a motion to approve the minutes as amended. Freddie Barrett seconded. Motion carried.

### **Board Officer Elections**

Denise McDonald opened the floor to nominations for president of the board. Keith Jefferson nominated Alinda Page. Ray Rebello seconded. Motion carried unanimously.

Alinda Page opened floor for nominations for vice president of the board. Isolina Pommier nominated Freddie Barrett. Diann Durbin seconded. Motion carried unanimously.

Freddie Barrett nominated Ray Rebello for secretary of the board. Thomas Mead seconded. Motion carried unanimously.

Diann Durbin nominated Denise McDonald for treasurer of the board. Ray Rebello seconded. Motion carried unanimously.

### **Financial Report**

Denise McDonald gave the financial report.

The finance committee has asked Bruce Strasser to build a 12-month rolling average so the committee can see what's happening seasonally.

Finance committee member will spend time with loan document to be aware of what items and issues of which we need to be aware.

The staff continues to work to reduce expenses and increase revenue.

Keith Jefferson acknowledged that the bank is under scrutiny from their regulators and are held accountable if/when their clients do not meet the terms of their loans.

Alinda Page and Carmin Dalziel will talk with Kathianne Lewis regarding whether or not to begin conversations with other banks for alternative options with our loan. Finance committee will notify the board and staff when they are open for new proposals.

### **Housing Allowances**

Carmin Dalziel led a discussion regarding housing allowances of staff ministers.

Ray Rebello made a motion to accept housing allowances as designated in the letters of call. Keith Jefferson seconded. Motion carried.

## **Management Report**

Carmin Dalziel gave the management report.

Kathianne Lewis, Michael Ingersoll, and Barbara Novak are working very hard to produce products and services for the congregation and to bring in revenue for the church.

40 Days to Power: follow-up to 40 Days to Freedom with many ways to subscribe, hear, and experience the content. Supporting staff include Heather LaneMcCants, John Brodrick, Arnie Marcus, and Moni Hiatt.

Keith Jefferson suggested that we look into partnering with other entities to come in and produce products for our members to take advantage of that do not add to the workload of our staff. Carmin Dalziel is working to create such partnerships.

Cynthia Clay is training the staff on doing webinars.

Freddie Barrett provided training to our teachers on being more student-centered.

Isolina Pommier asked if the programs coming in are mapped to a certain goal and measured. Alinda Page mentioned the strategic planning process in which we are insisting on metrics. Carmin Dalziel will follow up with Steve Garfein and have information about this.

Thank you to all Board members who participated in the leadership retreat March 20, 2010.

Carmin Dalziel has been approached about purchasing a shuttle bus from Starline. Carmin Dalziel invited board members to serve on a shuttle subcommittee. Keith Jefferson will work with her on this.

Michael Ingersoll would like the board's help in calling tithers to thank them. See Carmin Dalziel to receive script, procedures, etc.

Ray Rebello asked if we have heard more from City of Seattle. We have not, with the exception of repairing the lights in the parking lot which they were believed to have damaged.

Alinda Page talked about the Gourmets for God silent auction/fundraising event. We are recruiting approximately 100 "food and fun" items. Fundraising goal is \$25,000. Also thinking of affordable, community-building activities. Alinda Page is captain of the recruitment committee. April 11<sup>th</sup>: formally announce and start recruitment drive. Recruitment ends on May 16<sup>th</sup>. Process and make catalogs. May 23 - June 20 Silent Auction (4 Sundays). The winners are the top bidders, number of which is determined by the host. Diann Durbin asked if we are designating the fund. Funds will be put toward operations. At the end of the silent auction there will be a gala and dessert auction. Musicians will play at the gala and be up for bid to play at the auction item events. Part of the recruiting effort is that we will offer the different pieces of the packages. If you have a venue or a cook or entertainment, etc. they will be paired/packaged together. Will be a great way to build community as well as raise funds. Keith Jefferson will help with spreadsheets.

## **Recap Annual Meeting and Member Forum**

Alinda Page will put together summary of member forum.

Heather LaneMcCants will send member forum notes to board. Send comments to Alinda Page by Thursday.

We will send a follow-up email to members.

## **Congregant Comments**

Denise McDonald following up to annual meeting. Investment income under Budget 2010 listed incorrectly. Actually \$3,011. Will include a note about this error in the email that goes to the members.

Denise McDonald had an email from a former board member regarding tithing on contributions rather than tithing on all income. This change is part of dealing with the 2009 economic downturn, and we intend to go back to tithing on all income.

A member expressed concern at the number of staff that we recognized being incongruent with the layoffs. Denise McDonald let the member know the breakdown of full time, part time, and contract employees. The member suggested explaining this to other members. Denise McDonald encourages the board to think about the acknowledgement and how to handle it in the future. We have full-time staff people and lots of part-time people to make the church work.

Carmin Dalziel highly recommended that a board member organize the annual meeting again next year.

Keith Jefferson commented on differentiating between the target we wanted to achieve in the pledge campaign and the actual amount of the budget. When you compare the pledge target to our actual pledge amount, the

delta is much larger than when you compare last year's budget to this year's. Congregants have been confused at how large the shortfall appears to be.

Ray Rebello received comments that we did not communicate that we were missing the target during the campaign as well as we should have. The congregants felt that we should have gotten together and talked about the repercussions.

People at the leadership retreat March 20, 2010 were invited to share their "hot topics." Several of the recent transitions came up, with questions of how we hold a space for the transitions. Isolina Pommier gave the suggestion: during Sunday service have a moment where we are acknowledging and moving forward with change. Carmin Dalziel will float this idea by Kathianne Lewis.

Isolina Pommier received two comments regarding diversity on all marketing (website, posters, banners, etc.).

Isolina Pommier received questions about how we reach out to people who stop coming. Michael Ingersoll is starting a process with the staff to see if we have seen people who seem to have not been coming to church. Carmin Dalziel replied we can track if you have given, if you have signed in in the volunteer room, and signed in on KidCheck. We would love for the congregation to be connected to this process. The membership development department has been cut as part of budget cuts.

Alinda Page recommends that we invite Eddie Watkins Jr. and Barbara Novak to come in and share their vision with the board.

Thomas Mead observes there is a tremendous amount of loss and grief going on in the world, plus we have changes going on at Center for Spiritual Living, and because we are a safe place for people to come, it intensifies those feelings. He invited the board to dig deep in our buckets of compassion.

Carmin Dalziel offered that we can begin to introduce new full-time staff members after their 90-day probationary period.

Denise McDonald made a motion to adjourn the meeting. Thomas Mead seconded. Motion carried unanimously.

Next Board meeting will be Monday, April 26<sup>th</sup> and will begin at 6pm.