

Regular Meeting
Board of Trustees of the Center for Spiritual Living
December 6, 2010 6:00 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: Cindy Garfein, Member; Steve Garfein, Member; Michael Ingersoll, Communications and Creative Director; Heather LaneMcCants, Executive Assistant; Barbara Novak, Education Director; Richard Page, Member

Alinda Page called the meeting to order at 6:00pm.

Kathianne Lewis gave the opening prayer.

Strategic Plan Update

- Michael Ingersoll provided an update on the Marketing Department's strategic plan. The Marketing Department is working on a main goal of growth for Center for Spiritual Living. They are implementing new software and updating our messaging framework, as well as working on bold outreach tactics.
- Barbara Novak provided an update on the Education Department's strategic plan. The second Education Catalog will be passed out on December 19, 2010. People from the community are becoming more involved in the Education Department's strategic plan.
- Isolina Pommier presented objectives of Center for Spiritual Living's Marketing Plan/Department:
 1. Grow attendance:
 - 1500 campus and 2000 virtual attendance by October 2011
 - 2000 campus and 2500 virtual attendance by October 2012. Weekly worship attendance to 2000 people average by October 2012 (sustained between October and December)
 2. Drive ___% (TBA by Dec 17, 2010) participation by quarter in education programs and youth programs (partnership) – Increase enrollment
 3. Generate requests for facility rentals (partnership) to 80% usage capacity by Dec 2011
 4. Establish a world-class service organization with 90% SLA (service level agreement) and 80% execution in 2 years (top rate in house marketing suite)
 5. Reputation: Be the best known, highly regarded new thought source in the Pacific Northwest and in America and in the World.
- Steve Garfein applauded the senior management team and Isolina Pommier for the work they are doing with the strategic plan.

Stewardship Campaign Report

- Ray Rebello provided an update on the Stewardship Campaign.
- We have 222 new pledgers this year, with a current total of 663 pledgers.
- We have received positive feedback on the pledge campaign and the messaging provided by Kathianne Lewis.

Minutes Approval

Diann Durbin moved to approve the minutes as amended. Ray Rebello seconded. Motion carried.

Financial Report

Denise McDonald gave the financial report.

- Cash has been increasing, however in October 2010 cash decreased.
- Costs increased because in October 2010 we reinstated full health benefits and full senior minister salary.

Management Report

Kathianne Lewis gave the management report.

- The senior management team is working on writing policies and procedures to build infrastructure for the church, as well as working on the strategic plan objectives and their day-to-day work.
- Kathianne Lewis is absolutely amazed at what the staff is doing.
- Special thanks to Kellie LaRue for keeping top of mind the idea of writing things down and creating checklists.

Emerging Issues

Ray Rebello reported we have no current emergent issues.

Old Business

Board Co-Creation Retreat November 19-20, 2010

- Kathianne Lewis provided the Sacred Covenant and Easy Prayer that was created during the Co-Creation retreat and invited Board members to pray the Easy Prayer every morning and night.
- The Easy Prayer will also be practiced by the Inward Journey class, Practitioners, the Finance Committee, and the Volunteer Council.

Board Member Nominations

- The Nominations Committee consists of Thomas Mead, Keith Jefferson, Andrea Brenneke, Brian Christenson, and Kathianne Lewis.
- The staff is ahead of schedule with notification to the membership regarding nominations being open.
- December 28, 2010 is the deadline for nominations.
- January 16, 2011 is the deadline for applications.
- We will be filling four spots on the Board: two new members and two returning members.

Financial Sacred Covenant

- Kathianne Lewis provided a Financial Sacred Covenant to the Board and will provide an Easy Prayer for this covenant at the January 2011 Board meeting.

Board Meeting Day

- The Board meeting day will be changed to the fourth Wednesday of most months at 6:00pm beginning Wednesday, January 26, 2011.

Permanent Occupancy

- Thomas Mead provided a written proposal for next steps on obtaining permanent occupancy.
- It was suggested that Thomas and the Board have a private meeting with key stakeholders prior to a community-wide meeting for questions and answers.
- Special thanks to Thomas Mead for all of his work and guidance on this project.
- **Kathianne Lewis made a motion to go forward with the process Thomas Mead has outlined: to close out our existing building permit and obtain permanent occupancy. Keith Jefferson seconded. Motion carried.**

New Business

- Alinda Page is resigning the Board of Trustees effective December 6, 2010.
- Freddie Barrett will step in as President for the next two meetings.
- **Kathianne Lewis made a motion to appoint Cindy Clay to fill Alinda Page's vacated position on the Board of Trustees. Denise McDonald seconded. Motion carried.**

Alinda Page adjourned the meeting.

All those present read the Sacred Covenant Easy Prayer together to close.