

**Regular Meeting**  
**Board of Trustees of the Center for Spiritual Living**  
**December 7, 2011 6:00 P.M.**

Present: Kay Carleton, Cindy Clay, Keith Jefferson, Rev. Kathianne Lewis, Thomas Mead, Isolina Pommier, Ray Rebello  
Absent: Freddie Barrett, Diann Durbin RScP  
Non-voting: John Brodrick RScP, Operations Director; Heather LaneMcCants,  
Attendees: Executive Assistant; Denise McDonald RScP, Treasurer; Denny Conner, Member

**Call to Order**

Kay Carleton called the meeting to order at 6:00pm.  
Kathianne Lewis gave the opening prayer.

**Minutes Approval**

Kathianne Lewis moved to approve the November 2011 minutes. Keith Jefferson seconded. Isolina Pommier and Ray Rebello abstained. Motion carried.

**Stewardship Campaign Report**

Rev. Kathianne gave the Stewardship Campaign report

- Current pledges are \$1,605,000. Last year at this time they were \$1,940,000.
- Next year it is recommended that the Stewardship Committee meet with the Board of Trustees prior to the campaign's beginning and throughout the campaign.
- We praise and raise Denny Conner and Lisa Erickson, RScP for leading the Stewardship Campaign this year.

**Financial Report**

Denise McDonald gave the financial report.

- October 2011 was a good month with \$195,000 in contributions (five-Sunday month).
- We will end 2011 in good shape, and will need to focus on making 2012 a good year as well.

**Senior Management Report**

Kathianne Lewis gave the management report.

- Kathianne Lewis discussed recommendations from Libby Wagner, CSL member and leadership consultant.
- Board members offered suggestions for helping the staff and helping with the church's finances.

**Old Business**

**Permanent Occupancy**

- See attached report from Thomas Mead.

**Emerging Issues**

John Brodrick and Thomas Mead continued with emerging facilities issues.

- Ceiling leak in Celebration Hall is not covered under building warranty, but should fit under roof warranty. Starting claim process.

- The roof repair for the Ministry of Prayer room, Breezeway and Safe Room are realized expenses in 2012.
- Old boiler needs to be replaced. Thomas provided a report on current state, researched monthly cost to run and repair.
  - Kathianne Lewis stated there is money that was raised specifically for furnishings (not through capital campaign) that could be used for repairs (non-capital), but not for replacement (capital).
  - All agreed to replace it. John Brodrick and Thomas Mead will prepare proposals and gather bids. PSE (Puget Sound Energy) may provide rebates.

**New Business:**

- Comments on the fundraising dinner: a guest did not like/appreciate the pie chart that indicated that 41% went to music; there wasn't enough clarity on the categories and it seemed inappropriately distributed. Kathianne Lewis will call and have a conversation to clarify.
- Diann Durbin commented on post card received from the Quakers and their presentation of planned giving. To be discussed further at a later date.
- John Brodrick brought up the topic of nominations for next year's board. The committee was formed:
  - Diann Durbin and Thomas Mead will provide guidance and support to the new committee.
  - Kay Carleton will be Chairperson.
  - Keith Jefferson will be second chair/support.
- Kathianne Lewis called for an Executive Committee meeting immediately following.

**Adjournment**

Kathianne Lewis moved to close the meeting. Thomas Mead seconded the motion. Meeting was adjourned at 7:06pm.

**Closing Prayer**

Read Sacred Covenant Easy Prayer.

December 5, 2011

## Center for Spiritual Living – Building Report

### Permanent Occupancy:

John Brodrick and I meet with the Civil Engineer on site and reviewed the City of Seattle Plan Reviewer comments. The City's requirements have been verified that the:

- a) southern parking lot drainage is acceptable with the uncapping of an existing drainage pipe and rotating it's end 90 degrees, while disconnecting the existing sump pump. A minor cost.
- b) northern parking lot. The City will require that the area drain pipe installed during the Celebration Hall construction be directly connected to a previous drainage pipe rather than daylight into the open culvert along Sand Point Way. This will require a side sewer permit and an excavation contractor.

John Brodrick is collecting bids from contractors for these items.

Once this work is complete the outstanding Grading and Drainage Permit can be closed, allowing the Building Permit to close and obtain permanent occupancy.

### Boiler:

John Brodrick is collecting bids for this work from contractors and the energy efficiency test by Puget Sound Energy is outstanding.

### Other Functional Issues:

Some ideas and concerns have been raised by staff regarding traffic flow of congregants to and from the Celebration Hall and Fellowship Hall. This is combined with the concern regarding the visibility of the Fellowship Hall and Bookstore. Some ideas have been expressed.

This falls into the next recommended phase of campus work. To re-evaluate our current needs and how they may be met in smaller, less expensive projects, while still maintaining our overall campus vision.

My expectation was to start that program evaluation by February 1, 2012.

This research will be combined with the potential of potentially moving staff work spaces into existing areas of the Fellowship Hall or other locations so as to allow us to let go of the southern most portable building and saving some money on the monthly lease.

### Southern Entrance walk lighting.

We are reviewing and pricing means to better light the southern entrance walkway and increase pedestrian way-finding from the southern parking area.



Thomas Mead

- end -

## Sacred Covenant Easy Prayer

There is only One Life! This Life is Good! This Life is God! This Life is my Life now! In knowing that I am 'one' with this Life that is God...I therefore know that I am 'one' with each and every one of Its blessed expressions, which includes this beloved revelation called **Center for Spiritual Living Seattle**. Because I know that the highest Purpose of this Community is to glorify God, I therefore know that this Community is a revelation of God as **FREEDOM**. As I stand alone in the High Altar of Consciousness, I see this Community revealed before me as **Financial Well-Being for All!**

I participate in this Community in full cooperation and agreement with my beloved partners, knowing the Truth about myself, for:

1. I am celebrating my successes.
2. I have more than enough money to do what I want to do.
3. I am creating a culture of generous giving and receiving.
4. I nurture and experience a deep sense of belonging and commitment.
5. I am cultivating spiritual maturity.
6. I gracefully and fully utilize my resources.
7. I effectively communicate internally and externally.
8. I am fully supported and financially prospered in the fulfillment of these intentions.

I know that this Community is supported by the Word of God, for it is written:  
**"Prosperity awaits [my] recognition and acceptance."** ~Ernest Holmes

As I now accept the highest expression of this Community into my life, I know that it is revealed in a way that glorifies God and serves the highest and greatest good of all who are touched by its unfoldment. I am grateful God is gracious. So be it now! Amen.