

# Rio Grande Center for Spiritual Living

## Board Meeting Agenda

**Date: April 19, 2021 Time: 5:30 – 7:00 PM**

Clarity, Consensus and Commitment

Call to Order – Mark Ayers at 5:33 PM

Invocation – Rev. Karen Linsley Practitioner

Vision/Mission/Motivational Statements – All

- Vision: Transforming Our World with the Power of Love in Action.
- Mission: Loving All Creation Through Spiritual Growth and Service; Always Staying True to Our Highest Self
- To create a world class, leading edge, replicable, cultural model to spread Science of Mind on a foundation of love, freedom and truth that stands the span of time.

**Acknowledgement of Guests** – None

**Board Members Present:** Rev. Karen Linsley, Hana Dawson, Mark Ayers, Tamara Williams, Maria Dion, Doug Bowe, Lou Cimalore, Liza Kerr. Carmella Herrera, Ex Officio

Approval of Minutes from March 15 and February 22 Board Meetings: The Board Gave Clarity, Consensus, and Commitment.

### Discussion Items

#### 1. Financial Report – Liza Kerr

We are in the process of hiring a new bookkeeper, Selena Waybenais, Prominence Accounting. No reconciliations have been done since December. Our new bookkeeper will be responsible for catching this up.

Once the reconciliations and some general cleanup occurs the January and February financial statements will need to be re-approved. March will also need to be approved at that time.

#### 2. Tithe to CSL and Community Fund

a. CSL -  $8\% * 11,806 = \$944.48 - 100 = 844.48$  the \$100 goes to the La Placita Institute Community Fund

b. 2% to Community Fund –  $2\% * 11,806 = \$236.12$

Liza pointed out that Contributions of \$11,806 are under budget by \$2,991. The Budget is set at \$14,797. The Income of \$12,630.59 is under budget by \$2,233.21; the amount budgeted was \$14,864. Total expenses of \$14,676.31 are over budget by \$420.31. Amount budgeted is \$14,256. The net loss of \$2045.72 is under budget by \$2,653.52. Liza said that she will do more analysis when Selena has completed the cleanup of the accounts.

Mark suggested Liza work with the accountants to get an accurate picture of where we're at and that Carol, Mark and Liza meet before the next meeting to develop recommendations once we have accurate financials. Liza mentioned that the line items for 2032 and 2033 need to be corrected. Mark said we'll be able to figure out what to do with the \$6500 in Community Fund once that is done, also.

### **3. Debit Card**

Liza asked if the bank could give CJ read-only access and set her up with a drop box. Mark will help with logistics on the debit card and it should be available in 7-10 days.

### **4. Music Ministry**

Music Ministry has met and decided to go with a general pattern of a mix of recorded music from the band and live guest musicians. Rev. Karen, Annette and Carol Scott are on a sub-committee that is developing plans and meeting with musicians for the upcoming months. Mark said that we've put a request out to the community for musicians and has reached out to Unity. He says we're under budget, even with a slight raise for Annette. The band is finished performing except for a final performance on a Sunday when Rev. Karen is here, when we can show our appreciation to them for their terrific work. There won't be a permanent plan for music until the new minister comes onboard. Someone who expressed an interest in being an interim music director will be performing at an upcoming Sunday.

### **5. People and Events Coordinator Report**

Carmella sent the report to the Board and reviewed key points. Office volunteers have helped with the Resource Library and cleaning up the mailing list in Constant Contact which is used for the newsletter. She had productive meetings with Yvette about in-person spiritual discussion groups and Michael Lavenson related to Circles ABQ. A meeting with Church Mutual Insurance was held regarding the Center's insurance status, review of coverage and renewal needs. An inventory of all items in the Center was done previously with no estimates. Mark is getting together with the insurance company and will discuss what needs to be done to satisfy requirements and to make sure the broadcast equipment is covered. We have liability coverage for up to \$1 million per incident; none of that will be sacrificed. Doug said that RGCSL has a computerized inventory program and will call Carmella to discuss it with her. She had created an Excel spreadsheet and taken photos. Carmella is ordering service pins for practitioners. Rev. Karen will give them their pins as part of Sunday service sometime. She has also discussed work done for the Minister Search Committee, the Survey Committee, and the Re-entry Committee. Carmella gave highlights of her work as the Chief Communicator/Networker for the Community and an update on six items within Compassionate Ministries.

## **6. Survey Results**

Tamara reported that the Survey Committee (Carmella, Hana and herself) has met a few times and reviewed the survey in depth. They have developed key findings, trends, and reviewed all the comments. Some suggestions have already been implemented; others aren't being done for various reasons, and others are in the works. Summaries of survey questions have been reported in the Board Message in the e-newsletter for the past 4 weeks and will continue for the next 2 weeks. All input about music has been compiled into a document and shared with the Music Ministry Committee and all input about the new minister has been compiled into a separate document for the Minister Search Committee.

The committee is fine-tuning a list of key points and recommendations and will be meeting with Rev. Karen to finalize them. Once finalized, Tamara will send that list to the Board and share some of the in the Board Message.

Mark said that the May Board meeting will devote 1/3 to the Survey; 1/3 to the Minister Search Committee and 1/3 to Finances.

## **7. Minister's Report**

Rev. Karen said that the Re-Entry Committee has met several times and wants to create a hybrid service. It's in demand, and we can have speakers from all over the world. The delay in opening live is in keeping with the general mood of re-entry to create something new and wonderful. In the meantime, there will be soft openings with select groups.

She said that donations are down at many CSLs because of online services. At last Sunday's service, Marilyn O'Leary made an abundance statement, and Rev. Karen wants the Platform Assistant to make an abundance statement each Sunday. Liza suggested having a silent auction. Karen said we could auction off a dinner with her, or a practitioner session, etc. Suggestions were put into chat for having a silent auction.

Rev. Karen said that we are laying the groundwork for something that is pretty awesome with the number of people involved in committees, how many volunteers we have, etc. So many things are happening in the Center's administration that the new minister will be able to hit the ground running.

Rev. Karen said that we've offered classes and people haven't signed up. We're not the only ones that have been affected by this. Classes might not be a good thing right now since they're on Zoom. She said the team might set up classes that are on a schedule on the website so people can know when classes will be given, which would be especially important for the practitioner curriculum.

The Re-entry committee will meet when Annette is back. The Board retreat is TBD.

## **8. Minister Selection Committee Report**

Maria said the committee met with Rev. Julie last week and she took them through a deep dive of the Center, Church, Centre Profile Form. The Board needs to decide what we'd like to share in terms of compensation – salary range, health insurance, retirement plan, vacation, sabbatical,

move allowance, workshops/conferences, compensation for classes taught, compensation for memorials/weddings. During candidating, we will need to pay for travel expenses for minister candidates to do a Sunday service and teach a workshop. Additionally, Rev. Julie recommends that the committee and the Board attend a workshop taught by a facilitator (it won't be Rev. Karen).

Maria would like a committee comprised of Liza, Mark, Lou, Doug and herself to review and decide on the list of items to provide to candidates. The key items that most candidates review are the specific qualifications we desire in our minister; salary range; benefits.

Lou said that there are 2 key co-creation meetings in the co-creation process. Rev. Karen said that a co-creation informational meeting facilitated by Dr. Penney is a powerful way to get to a place of clarity about who we are as a congregation and what we're looking for in a minister. The other is a co-creational facilitated weekend. Board members are invited to attend these meetings.

Rev. Karen said ideally, the interim minister goes out on the same day that the permanent minister comes in.

Mark would like to extend Rev. Karen's contract past June at least until the end of August at the next Board meeting.

Benediction – Carmella Herrera

**Meeting Adjourned at 7:08 PM**

**Next Board Meeting – May 17, 2021**