

Rio Grande Center for Spiritual Living
Board Meeting Agenda
Date: October 19, 2022 **Time:** 5:30 – 7:00 PM
Clarity, Consensus and Commitment

Called to Order by Mark Ayers at 5:49 PM

**Board members present: Rev. Gil, Mark Ayres, Carol Helms, Doug Bowe, John Kirk
Tamara Williams**

Invocation – Rev. Gil

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 – Annette Martinez

Approval of Minutes from the September Board Meeting: Postponed until next month.

Discussion Items

1. Minister Report – Rev. Gil is in Oakland. He's very excited about what's going on. New faces coming to Sunday service and a lot of them are coming back. Excited about the variety of speakers. He's working on getting Tammi, Kamatara and himself more in sync.

There are new things coming up. Yesterday, there was a visioning for a potential health and wellness expo, tentatively called Albuquerque Alive. We're still working on the poetry group, potentially Open-Mic events.

A report is due to CSL Home Office on October 31st for our average attendance, both in-person and online. We record our online numbers from Streamyard, which reflect people watching YouTube and Facebook. There's been research that approximately 1.5 people are watching online per computer. This is important because it indicates the number of delegates we'll have at the CSL Conference.

There have been sound issues on Sunday mornings that need to be taken care of. Susan Clark is very eager to help make our music and sound more professional. Getting what we have to work well technically is a priority. Working on the budget was an important task.

Practitioner retreat is due in a couple of weeks. A lot of people are working on it and to date there are 19 people scheduled. Connection and Joy is the theme; Rev. Gil and Robyn are leading it.

2. Review August/September report – Mark Ayers

Carol will finish her term as Board Co-President in December and said that she appreciates every minute of being on the Board. She's already extended it and is ready to focus on being a practitioner.

John wanted to extend an invitation to Carol to serve as a legal consultant to be called in as needed. Carol said she'd have to have some kind of understanding with her firm but will discuss this with them. John said we need to have a legal eye on contracts as needed.

Mark will continue to serve as Co-President but we don't know if we have another person. Hana will stay on for another year. We'll be in need of two Board members. He's approached Michael MacPherson, who has regularly cooked a turkey for Thanksgiving. Michael has extensive history and involvement in CSL; was very involved in San Diego CSL. We need to make review the Bylaws to ensure he's a member of RGCSL.

Rev. Gil came up with the idea of a Partnership Campaign instead of a Pledge Campaign.

The budget needs to be reviewed with Doug, John, Rev. Gil and Mark.

Rev. Gil said that we should recruit another female to reflect our congregation. Mark suggested perhaps a practitioner would be willing to serve on the Board.

3. Financial Report – Mark Ayers

Davin found out that not all the donations have been recorded in QuickBooks and/or Breeze.

John said that from January – September 2022, our total income was \$105,323. We budgeted \$171,893 which left us under-budget by \$66,570.

The biggest deficit was Sunday collections, both plate and online giving; we were \$64,480 under budget. We should look at that in the budget going forward.

The bookstore income was \$15,475; under budget by \$2411. We're making approximately \$120/month but we can do much better than that. On cost of sales, John said he has no idea how we're calculating that and the gross profit needs to be reviewed. That's also a budget item that needs to be scaled down. We need to talk to our bookstore volunteers to see what the traffic is like. John believes we have fewer customers than in the past. We have a couple of volunteers to help on Sunday and are developing a team to talk about how to bring more people in and to get a better inventory. Doug said that in the past there was an ad for the bookstore in a local newspaper or magazine. He said that Kerry Blecha, who used to run the Bookstore, might be willing to come in and advise. When Marcia came in and pitched some books, sales went way up.

Expenses for that 9-month period was \$131,637. Our budget was \$100,676. Under budget by \$29,000 but compared to income, we're under budget by \$37,926. Salaries on a monthly basis \$42,000; budget was \$52,000. We're good there.

Operating expenses were \$48,888 vs budget of \$60,000. John said the payroll fee can be reduced if we go with an accounting firm that wouldn't charge for each transaction. The practitioner retreat should be a designated fund that's part of the restricted fund.

The Balance Sheet as of September 30, 2022 shows the total bank account \$25,596 in two checking accounts and in the red by \$1200. In reserves, we have the building fund of \$18,726. There is no money in the practitioner fund. Total cash reserves were \$27,422. PayPal isn't categorized correctly. The tithe to CSL is \$3988. La Placita Institute Community Fund hasn't been paid. PPP loan for \$19,700 has not been forgiven. Mark said that he did due diligence and was told it couldn't be forgiven because of the type of loan it was. John said that kind of loan is forgivable; we might have asked for forgiveness on the wrong form. The SBA loan/grant is not forgivable. NM Finance Authority was a grant and Mark thinks it was forgiven. There's an HVAC payable for the landlord to replace the HVAC. We've already spent more money on it than the equipment was. John called the landlord but she hasn't gotten back to him. We paid an extra \$600 on it; payments should have stopped in September.

Total net income is -\$27,534.69. The previous year, we were at -\$24,672. So we're at negative equity of \$17,463. That needs to be turned around. We can take \$10,000 out of the finance authority and the SBA grant. The PPP goes directly to the equity so we'd have positive equity.

Another situation is the savings and short-term investments have not been reconciled since June 30. John said that typically the accounting firm will do the reconciliation of the bank statement if they are not producing the accounting work on it. If they do the bookkeeping, then there should be someone else doing the reconciliation.

Rev. Gil said Davin noticed that we have \$1100 in outstanding checks. John said in our main account we have seven checks that should be stale-dated, including a check for over \$1400 outstanding from January 2021. Payroll adjustment from for \$1826. That's approximately \$3200 that can be added back into the account. A check is automatically stale-dated once it's 6 months old.

John said that he will be working on the budget and do an annualized budget based on monthly expenses so we can get a better handle on cash flow. More money comes in towards the end of the year rather than evenly throughout the year. Salaries now only go to John, Darin and Rev. Gil. The music director amount will change from \$600 to \$400.

Mark said the finance team of Mark, Doug, John and Rev. Gil needs to get together to thoroughly discuss the budget at 10 am on Saturday, November 5.

John suggested we do a 0-base budget; figure out our expenses and we'll figure out what revenues should be.

John said that since attendance has grown and we're attracting new people, he's optimistic that we'll make and hopefully exceed the budget that we come up with. He said we also will have a lot more fundraising, and several CSLs have done an entertainment-type of fundraising that has been very successful.

Community Meeting

Mark will say we've been operating out of deficit; have taken \$12,000 out of savings; we have almost \$27,000 in savings left. We will get clarity and give a clearer picture of where we're at. Mark will say we need 2 new Board members and will have a sign-up list for Reach Out.

Benediction by Carol Helms; Meeting adjourned at 8:26 pm