

**Rio Grande Center for Spiritual Living  
Board Meeting**

**Date:** December 13, 2022 **Time:** 5:30 - 7:00

Clarity, Consensus and Commitment

Call to Order – John Kirk moved to open the meeting at 5:33 PM without Mark, seconded by Tamara and all voted to do so with Clarity, Consensus and Commitment.

Board members present: Rev. Gil, Mark Ayres, Doug Bowe, John Kirk, Hana Dawson, Tamara Williams

Invocation – Reverend Gil Olmstead

**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 – Sherry Noone, Mike McPherson

- Sherry has been involved in Science of Mind since 1995 and took two years of practitioner training. Her professional background is computer software, general management, activism, fundraising, among others. She and her partner have been coming to RGCSL for a year, and are from California.
- Mike has lots of experience with CSL and has been on several board of trustees, most recently from the San Diego CSL where he was very involved.

Approval of Minutes from the November Board Meeting – John moved to approve them, Tamara seconded, and the motion passed with Clarity, Consensus and Commitment.

**Discussion Items**

**1. Consensus on the Meaning of Ex-Officio**

John stated that the Ex-Officio has all of the rights and duties of a board member except they cannot vote. Rev. Gil found online and through our by-laws that the Ex-Officio can still vote unless the by-laws state otherwise. Rev. Gil feels it's important for him to be detached from the finances. So we are moving forward with Rev. Gil titled as Ex-Officio with all of the rights and responsibilities of a board member but the inability to vote on any matters of the board.

**2. Election of 2023 Officers**

Tamara nominated Mark Ayers as President, John seconded. Hana volunteered to be vice president. Hana nominated Tamara for Secretary, Doug seconded the nomination. Hana volunteered to be Vice Secretary. The position for Treasurer will remain open, with John as the temp until another Treasurer is available for the position. All were approved with Clarity, Consensus and Commitment.

### **3. Spiritual Director's Report – Rev. Gil Olmstead**

#### **a. Spiritual Growth and Development**

The Education team is re-imagining itself and had a great visioning this Sunday that many people participated in. They are working on what spiritual growth means in a broad sense.

#### **b. Ongoing Visioning**

Rev. Gil has been thinking about implementing some kind of visioning on a monthly basis. John feels this is very important and a necessity. Hana suggested we could do visioning on the 5<sup>th</sup> Sundays of every month when those occur for Sunday services. John was very happy with the turnout of the visioning that was done most recently.

#### **c. Ministry Reports**

Board members received the report from Carmella and Rev. Gil summarized it. She is working on fine-tuning a list of volunteers and what areas they would like to volunteer in. Susan Clark is interested in joining Compassion Ministries to visit hospitals, hospice, etc. and play music. The team is working on boosting their group and possibly talking at the podium to introduce themselves to the congregation. It's important that CM has a very visible presence on the website. There are 13 active people in the prayer chamber. There is \$200 in the budget dedicated to Compassion Ministries.

#### **d. Community Retreat idea**

A really great group of people created the practitioners' retreat, and 21 people attended. When the group met to debrief and talk about the retreat and how it turned out, and how they would do it again in the future, they felt it would be helpful to have a congregational retreat in the future. Rev. Gil thinks this is a great idea, and he's really excited about this possibility.

#### **e. Concerns**

Rev. Gil has no concerns; overall, he is very excited about the energy and growth he's seeing at the center. Susan Clark has been brought on as our Musical Minister. Rev. Gil feels like the community has been very welcoming. Ministers often get told, "You have to do this." But he finds in this community, people are asking him about things and letting him know what they feel is important but no one is demanding anything from him.

### **4. Marketing & Media Report - Tamara Williams**

Tamara shared that there's a really great team working together for the newsletter. She reminded everyone that the due date for any articles or announcements is Tuesday night, and that all should be sent to [announcements@rgcsl.org](mailto:announcements@rgcsl.org).

Rev. Gil and Tamara have found an excellent website template that is designed for churches/spiritual centers. They acquired it for when it was on sale, and it comes with many different tools and resources.

Tamara has been looking at the design and making mock ups to get an idea of how they want the pages to look. John and Hana volunteered to help review the website as they start to build it.

Tamara feels we will need fundraising to help with building the website. No numbers have been decided for how much this will cost, but she will submit an estimate for the board for next month's meeting.

Hana suggested that Barbara Dawson may be willing to help with building the website since she knows WordPress, and if so, Hana can assist.

## 5. Financial Report – Mark Ayers

### a. Recent RGCSL transfers from savings report – Mark Ayers

We've had to continue to transfer money out of savings into checking. We have taken approximately \$23k from savings for payroll and other essential bills. This is not unexpected, and many conversations with John as our financial advisor have shown that this is expected and just part of the process of finding a new minister. Now that we have our new minister in place, we can look at our resources to find out where donations are coming from, attendance, workshops, etc.

John said that donations are not getting recorded on a timely basis.

We have to see if our current income is enough to sustain our expenses for 2023. We'll let the congregation know about our financial situation in January.

### b. Tithe to CSL – Place on hold till February 2023

No tithes have been made to CSL since April, 2022. John moved to postpone tithing to CSL until February, 2023, until we can complete our cashflow analysis. Once this analysis is complete, we will be able to determine if we will backpay the tithes to CSL. Tamara seconded, and the board approved with Clarity, Consensus and Commitment.

### c. Review of the October 2022 Financial Statement - John

Tamara asked if we could have a summary of the financials to make them easier to read and understand, rather than the current format of several pages.

The \$1000 SBA loan is not forgivable and needs to be paid back starting December, 2022. The PPP loan is forgivable but we need to apply for the forgiveness. The New Mexico Finance Authority should be listed on the grant.

Income from Sunday service is \$108k for 11 months for 2022. When we add workshops, bookstore, and other income, it brings it up to \$118k for 2022. Breeze fees were not being tracked for 2022, but that has been corrected now.

Expenses including staff wages, minister wages, guest speakers, other professional fees, comes to \$54k for the year. However, this includes a postponement of rent, which resumes in January of 2023 for 10 months.

John said we need to clear the charges and credit errors in QuickBooks and to put them in a more reasonable and appropriate format. Hana so moved, John seconded, and it was passed with Clarity, Consensus and Commitment.

Circles USA would like to rent RGCSL's office space (formerly Carmella's office), and have access to the conference room on occasion. RGCSL has requested \$1000 a month for the rental fee. Rev. Gil is expecting when negotiations complete, that we will receive \$800-\$1000 a month for this rental. We are covered by insurance and will not need additional insurance. John moved to allow Circles USA to rent the space as indicated, with the rental fee between \$800 and \$1000. Doug seconded, and the board approved with Clarity, Consensus and Commitment. Mark and Rev. Gil will move forward in negotiations with Circles USA.

Guest speakers. We are currently scheduling \$300 a month for guest speakers, and we want to continue doing this. Rev. Gil is scheduled for 3 out of 4 or 5 Sundays a month.

Conferences and Conventions. We had allocated \$4000 in February for VISTA. The conference is going to be much less money than in the past because it's virtual, and the total of \$4000 includes any other additional conferences for 2023. Because the majority of conferences are virtual, we dropped the total cost to a maximum of \$1000.

Social Hall supplies, such as cleaning supplies, coffee, tea, etc. are budgeted for \$480 for the year. We'll ensure we do a better job of tracking these expenses and review the costs in June 2023.

John moved to approve the budget as presented and amended with comments made by the board. Doug seconded the motion. The board approved with Clarity, Consensus and Commitment.

## **6. Partnership Campaign - Rev. Gil & Mark Ayers**

Rev. Gil shared that we are looking at long-term partnerships with our community. In the short term, partnerships will be used in the finance campaign, and will be about different ways people can share their time, talent, and treasure with the center. The partnership campaign will be for a 4-week period in January. The committee had their first meeting last night with lots of great ideas and will meet again on Monday to determine how to move forward. They plan on doing a "fair" to sign up for time, talents, and treasure in the first week of January. Rev. Gil and Mark will do a workshop on Saturday, January 31<sup>st</sup> on partnership and what partnership means.

## **7. New Board Members**

### **a. Michael McPherson**

Mike will have a conversation with Doug Bowe later on to share his first impressions of the board, and he will also check in with his family to see how they feel about him joining the board and sharing his time with the board.

### **b. Sherry Noone**

Sherry feels this has been like many other boards she's attended for other CSL's. She shared that it feels this is a good board to be in. She will be out of country until March, and she will take this time to think about if she wants to commit to joining the board. Hana will check in with her in February to see how she feels about it.

### **c. Practitioner?**

Mark reached out to Marylyn to see if she has any recommendations for a practitioner to join the board. She made 2 recommendations and Mark will reach out to them in the coming weeks.

## **8. Reach Out**

### **a. Michelle's Giving Tree**

Mark shared that this project is going very well. Mike and Tim have been running it and have done an amazing job. Sherry has been an amazing support, and she will be present with snacks for the gift wrapping on Saturday. Pat Scanlon has been very supportive with resources and guidelines. Mary, our school partner, has provided amazing support as well.

Mark shared that we've received \$1000 in donations for gifts so all children are receiving gifts, and we will give leftover donations to the school itself.

**9. Letters of Call for Rev. Tammi and Kamatara**

Rev. Kamatara's letter of call is backdated to January, 2022, and Rev. Tammi's is dated October, when she became a reverend. The letters include giving both ministers 70% of the income from workshops they hold, and 20% goes to the center. Any payments due to the ministers are not retroactive. Hana moved that the letters of call be approved with their revisions, Tamara seconded, and the board approved them with Clarity, Consensus and Commitment.

Doug moved to have any workshops held in the center involve a 70%-30% split between the center and the leader of the workshop. John seconded, and the board approved with Clarity, Consensus and Commitment.

**10. Request from Practitioners to ensure RGCSL is ADA compliant**

We will look into this and work on becoming ADA compliant in the next year after our strategic plan has been completed to ensure we can financially support this. John acknowledged this is also a liability risk to not be ADA compliant.

**11. Social Hall**

Carol Anne has retired as social hall leader. She is now greeting new people and bringing flowers. NanDei is also stepping down as assistant social hall leader. We need to find new leadership, or find a new way to work this out to ensure that food is there after service. We also need to ensure we have volunteers for set up and take down every Sunday. We at least need someone to temporarily take on the social hall to ensure people sign up for food, clean up and set up every Sunday. Mark would like to ask Liz to assist with the social hall for short term through the end of February, and also have Michael help with making calls to fill in gaps where needed.

**12. Motions approved via email and text after the meeting:**

- a. Transfer the United Bank debit card from C.J. to Rev. Gil and deactivate the old card once the new one is activated. Board approved with Clarity, Consensus and Commitment.
- b. Add Tamara Williams as an authorized individual who can transfer funds between our bank accounts in case Mark is incapacitated. Board approved with Clarity, Consensus and Commitment.
- c. Remove Carol Helms as a signer for the accounts since she will be rotating off the board. Board approved with Clarity, Consensus and Commitment.

**13. Next Board Meeting – Tuesday, January 17, 2023, 5:30 PM – 7 PM**

Benediction – Sherry

Meeting Adjourned at 7:23 PM