

CSLPS Leadership Council

Meeting Minutes for August 23, 2020

CALL TO ORDER: The meeting was called to order at 1:07 PM.

INVOCATION: Rev Rebecca Venkatraman gave the Invocation.

MEMBERS IN ATTENDANCE:

- Attending Board Members: Rev Eunice Chalfant, Charles Anderson, George Melton, Judith Greger, Karla Fuller, Roberta Welsh and Rev Dr Robert Wilson
- Absent: Rev Mark Accomando
- Guests in Attendance: Rev Rebecca Venkatraman

VISION AND MISSION:

George read the Leadership Council Vision and Mission Statements

Vision: Inspired Conscious Leadership

Mission: Ensuring the health and vibrancy of our ever-expanding spiritual community

CHECK-IN: Each attendee gave a check-in.

SECRETARY'S REPORT/MINUTES: The July 2020 Leadership Council Minutes were accepted as presented.

SENIOR MINISTER'S REPORT: Rev Eunice gave the Senior Minister's Report. (See report)
The group discussed problems with Bank of America's customer response time and inability to update our Tax-Exempt number. It was decided that we should investigate again moving our account to a local bank like Pacific Premier. Charles explored this previously.

ECCLESIASTICAL REPORT: Rev Eunice presented the Ecclesiastical Core Report. (See report.)

George described the new setup for on-line services within the sanctuary. A new camera and related equipment have been purchased.

Motion: We have a bid for new wiring and moving the big speakers for a total of \$800. The Leadership Council approved this expenditure.

Motion: Another motion was proposed to take the \$800 for the streaming work out of the 1% Building Fund. Motion was approved.

Both the Senior Minister's Report and the Ecclesiastical Report were accepted.

FINANCIAL REPORTS: Treasurer Roberta Welsh presented the July Financial Reports. We are in good shape. The Financial report was approved.

OTHER REPORTS:

STEWARDSHIP AND DEVELOPMENT REPORT: No report but Rev Eunice and Charles discussed briefly the plan for small groups for the Prosperity Now program.

CSLPS Leadership Council

Meeting Minutes for August 23, 2020

VOLUNTEER REPORT: No report.

OPERATIONS REPORT: No report, but George mentioned that the Palm trees which were supposed to be trimmed in June were still not trimmed. He will follow-up.

LOGISTICS REPORT: Rev Robert presented the Logistics Report. (See report.) *See Parking Lot Action Item for information on discussion and resolution on that topic.* The Logistics Report was approved.

RE-OPENING COMMITTEE REPORT: Judith gave the CSLPS Re-Opening report. (See report.) Discussion on possible outdoor service venue. The Re-Opening report was approved with recommended modifications to be provided at the September Leadership Council Meeting.

ACTION ITEMS

ON-GOING ACTION ITEMS:

- **Add Leadership Council Minutes to CSLPS website:** Rev Robert will continue to look into adding the minutes to the CSLPS website. Karla sent Rev Robert some examples of how it can be done. Rev Eunice recommended we investigate using google docs. Rev Robert will pursue.

STATUS: ON-GOING

- **Plan a Leadership Council Retreat:** The Leadership Council is set for Friday and Saturday: 9/25-9/26/2020. We discussed the ideas of either having a partial zoom, partial in-person retreat or a total zoom retreat with times spaced out and limited to two-hour segments.

STATUS: ON-GOING

- **Eblast Link and Signup on CSLPS Website:** Robert will work with Scott to set up on our website: a link to our current eblast and a signup form so that people can receive the eblast.

STATUS: ON-GOING

- **Parking Lot Repair:** (6/21) Rev Mark gave an update on the Parking Lot Repair status. See Asphalt Update from Mark. The Update was accepted. Job is out to bid as of 7/19/2020.

STATUS: ON-GOING

Background: At February 16, 2020 Leadership Council Meeting it was agreed to have an action item to obtain a contract from Jeff Pearson to oversee this project. Background: Rev Mark is exploring what needs to be done to fix the parking lot. Mark provided two bids from asphalt companies for repairing and replacing the church parking lot. Mark has also spoken with Jeff Pearson from Associated Engineering Consultants, and he will review what is needed. Mark also provided Jeff Pearson with pictures of the Parking Lot and will meet with Jeff to discuss further. Mark sent contract from Associated Engineering for \$3,400. For this amount, AE evaluated the parking lot condition and determined the scope of work. In addition, they provided plans, specifications and bid documents.

Parking Lot Update from August 23, 2020 Leadership Council: After discussion of the current

CSLPS Leadership Council

Meeting Minutes for August 23, 2020

bids ranging in cost from \$69,767.50 to \$73,337 and the alternate smaller scope bid George secured of \$11,420, it was agreed that two things should be done:

1. George and Charles will review the current bids and then Rev Mark, Rev Robert and George will look into arranging a zoom meeting with Jeff Pearson to discuss alternatives ranging from doing all but the handicapped portions of the work, scaling back the work and the impact of these alternative. In addition, they will discuss the long-term impact of not doing the entire scope of work immediately. Discussion will also include regulatory requirements.
 2. Roberta, Rev Eunice and Charles will explore financing alternatives with Rev Vince and possibly with other banks including Pacific Premier. This might tie in discussion with moving church account to Pacific Premier Bank.
- **CSLPS Policy and Procedures:** Committee headed by Rev Robert. In addition to reviewing the current Policies and Procedures, this team will review George's Announcement Guidelines. Note: At February 16, 2020 Leadership Council Meeting Rev Eunice requested to have a new name for Leadership Council which includes the word Board. Rev. Robert confirmed it must be done in By-Laws. **STATUS: ONGOING**
 - **By-Laws Committee** to be headed by Rev Eunice with committee member: George. Would like to start this at the beginning of 2020. (6/22) A possible change to the name of the board (from Leadership Council) will be included in the work of this committee. **STATUS: ONGOING**
 - **POS/Payment Processing:** We have our new POS system and will do training once stay-at-home order has ended. **STATUS: ONGOING**
 - **Capital Campaign and Building Development Campaign:** At the February 16, 2020 Leadership Council Meeting the Capital Campaign was discussed briefly. A separate meeting will be needed for beginning a Capital Campaign. Building Development Campaign: Need to have Visioning and Planning – Charles to set up Visioning with Roberta, Vince, and Rev Eunice. **STATUS: ON-GOING**
 - **Message Machine Recording and extra phone line.** Rev Eunice will write up a new message for the Center's Answering machine and George will record it. **As of 8/23/2020:** George will write up the script and record it. **STATUS: ON-GOING**
 - **Carpeting for Sanctuary:** We have a quote for \$14,000 to carpet the sanctuary. While this is an important improvement, it was agreed that the parking lot should be taken care of before we begin raising money for this. **STATUS: ON-GOING**

COMPLETED/CLOSED ACTION ITEMS:

- **Streamline Live Service:** Research streamlining Sunday Live service onto website and recording and putting it onto youtube. (6/21): Jeff is looking into this and Rev Robert will follow-up with

CSLPS Leadership Council

Meeting Minutes for August 23, 2020

Scott and Jeff. **STATUS: COMPLETE**

- **Microsoft License Problem:** We have a blanket computer license with Microsoft for our computers. It was set up with the wrong email address and needs to be changed. Rev Eunice contacted Microsoft and the customer service person was unable to help. Rev Eunice will call again and work with a manager. **STATUS: COMPLETE**

SUSPENDED ACTION ITEMS:

- **Wednesday Night Service Concierge Table:** Rev Mark and George will arrange to have a Concierge table for the Wednesday Night Services and will look for additional members for the Wednesday Night Service Team. **STATUS: SUSPENDED DUE TO CLOSURE**

NEW BUSINESS: No new business.

BENEDICTION: Rev Robert gave the Benediction.

ADJOURNMENT: The meeting was adjourned at 3:49 PM.

Respectfully submitted,

Karla Fuller
Secretary
CSLPS Leadership Council