

Leadership Council Meeting Minutes

Dec 2020

ITEM	NAME	TIME
CALL TO ORDER	George M	1:05
INVOCATION	REV ROBERT	
Members in Attendance	GEORGE,ROBERTA WELSCH, REV EUNICE, CHARLES,REV ROBERT.	
GUESTS IN ATTENDANCE Vision and Mission statement REV REBECCA-TAKING MINUTES Check In	<i>Vision: Inspired Conscious Leadership</i> <i>Mission: Ensuring the health and vibrancy of our ever- expanding spiritual com- munity</i>	
Secretary's Report Approval of Past Minutes	Karla Fuller 1 ST GEORGE 2 ND REV ROBERT	
Sr. Minister's Report	Rev Eunice 1 ST GEORGE 2 ND REV ROBERT	
Ecclesiastical Report Pastoral Care Music Core Ed Core	Rev Eunice 1 ST GEORGE 2 ND REV ROBERT	
FINANCIAL REPORTS Submitted by Bookkeeper	Roberta Welsh Robert Wilson 1 ST GEORGE 2 ND REV EUNICE TITHING NOT LISTED CORRECTLY FOR JEFF \$500.00 QUICK BOOKS CHARGED \$715.00 FOR 2021 ALREADY NEED REFUND NEED TO KNOW CATEGORY TEXT TO GIVE IS BE ADDED TO MONTHLY IRS CHECK TO BE RETURNED IN AMOUNT OF \$13.000 TO IRS.	

Approved 1/17/2021

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<p>Logistics Volunteer Report Stewardship and Development Banking</p>	<p style="text-align: center;">1ST GEORGE 2ND ROBERTA</p> <p>See printed reports</p>	
<p>Action Items</p>	<p>ADD 1ST TIME VISITOR CARD TO WEB-SITE(See Addendum for more items)</p>	
<p>NEW BUSINESS Annual Meeting Nominees</p>	<p>CONVECTION OVEN OFFERED TO CENTER BY TATINA REDFEATHER BOARD ACCEPTS GIFT. 2021 BUDGET PLANNING MEETING TO BE HELD WED JAN 6TH 2021 REV EUNICE, ROBERT WELSH, CHARLES ANDERSEN.</p> <p>ANNUAL MEETING INTENTION MEETING-1-7-2021 2:00 REV EUNICE, REV ROBERT, GEORGE, ROBERTA WELSH.</p> <p>REV EUNICE NOMINATED GEORGE AS VOLUNTEER OF THE YEAR FOR LEADING WITH OUTSTANDING CONVICTION THROUGH THIS YEAR OF SHELTERING IN PLACE.</p>	
<p>ADJOURNMENT/BENEDICTION</p>		<p>2:41</p>

Submitted by Rev Rebecca Venkatraman

Approved 1/17/2021

ADDENDUM - CSLPS Leadership Council

Action Items for December 20, 2020

- **Live Streaming from the Center Plan:** Rev Eunice, Robert, Jeff and George will create a Live- Streaming plan including a timeline and review process. Need to consider possibility of setting up the youtube first and also testing out the livestream service for the Christmas Eve service before using it for our regular services. **COMPLETED**

- **Go-Fund-Me for Live Streaming Equipment and Expenses:** Robert will look into setting up the Go-Fund-Me program to help fund this project. **COMPLETED**

- **Declaration of New Officers Form:** George will check to see if he has this document from when we did this last time.

- **Breeze instead of Constant Contact:** Rev Robert will investigate using Breeze software instead of Constant Contact for our weekly eblast. **ON-GOING**

- **Tracking Reports:** Rev Robert will set up tracking reports for online attendance of Sunday Service, Daily Practice and Sunday Meditation Service. **COMPLETED**

- **Sanctuary Cleaning: 10/18/2020:** It was agreed that the sanctuary requires deep cleaning. The current quote of \$1,000 from Lupita and Pablo included the blinds and windows (inside only), sanitizing the carpets and chair upholstery. The Council agreed that the carpets and chairs should be professionally shampooed using the contractor they used before. We should get a revised quote from Lupita and Pablo for cleaning without the carpet and chair sanitizing but including the bathrooms, kitchen, and all other areas. We also need a cost for window cleaning. George will work with Margee to get all the cost information for: Shampooing carpets and chairs, upholstery -Deep cleaning the sanctuary -Windowcleaning

George will email costs to the Board for approval. Margee will set up the

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ADDENDUM - CSLPS Leadership Council Action Items for December 20, 2020

actual work because she would need to schedule it when she is present.

ON-GOING

- **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 the 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**

- **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**

- **Investigate changing banks:** See previous minutes for background on this item. At the November 15 Leadership Council meeting, Charles explained that changing banks at the end of 2020 with a changeover of Board imminent for 2021 it makes sense to hold off of changing banks until the 2021 Board is in-place. That way the signature cards will only need to be done once, and the new Board should be making the final decision since they will be working with the new bank. **SUSPENDED TO 2021**

ADDENDUM - CSLPS Leadership Council

Action Items for December 20, 2020

- **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**
- **Plan a Leadership Council Retreat:** Because of the timing required to arrange all the cleaning necessary to hold the retreat, the retreat was again postponed. Rev Eunice will consider whether we should hold the retreat next year when the new Council takes over **STATUS: SUSPENDED TO 2021**
- **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: SUSPENDED TO 2021**
- **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: SUSPENDED**
- **Parking Lot Repair:** *See previous minutes for the full background on this item.* Update from 11/15/2020 Leadership Council Meeting: In the previous week, we received notice that JB Bostick would be available to do some asphalt-leveling in our parking lot at a cost of \$1,200. It was decided not to do this at this time. **SUSPENDED**