
Meeting Minutes

Call to order

A meeting of Awakening Together Trustees was held on 10/03/2016 5:30 MT. Attendees included Regina, Jacquelyn, Jay, Ken, Gloria, Sonya and Carrie. Members not in attendance included: n/a

Approval of minutes: 09/25/16 minutes approved

Contemplation of quote:

“Be gentle with yourself on this path of remembering. And be gentle with those who reflect your thoughts to you.” ~ NTI 1 Thessalonians 5

Unfinished business:

- A. **Assistant sanctuary director decision:** Regina announced that Shiryl Kaplan has accepted the primary assistant sanctuary director role and Gloria Wells has accepted secondary assistant sanctuary director role effective October 1, 2016.
- B. **Closed days/hours during fall retreat:** Discussion about open hours for sanctuary during fall retreat. Decided to close at 5:00 pm ET on October 23 and reopen on October 30 at 5:00 pm ET. Regina and Jacquelyn will open the Sanctuary on October 23 and admin until 12:30pm ET. Gloria will admin from 12:30pm ET until 5pm. Shiryl will open the Sanctuary at 4:45pm ET on October 30 and admin until 11:30pm ET.
- C. **Admin'ing considerations:** Regina and Lyn scheduled time for Regina to pick up radio for AT. Regina shared lessons learned from review of recent transcript. Regina talked about admining room and not adding bias to observations. Admin should say something to help transition room when discussion shifts from informal to formal program typed. Discussion about how to admin about different individual points of view. Agreed to work together in order to continue to learn more about how to be most effective with admin duties.
- D. **Website review:** Regina reviewed updates to new website which is still under construction. Regina will send out link for trustees to review website in more detail. Will discuss feedback at next trustee meeting.
- E. **Next meeting:** Oct 17, 2016

Adjournment: 09:35 MT

Gloria Wells
Secretary

Date of approval