

Agenda for 11/17/14 Meeting:

1. Approve 11/3 minutes
 2. Tao Contemplation
 3. Board Meeting Update – (Sent out via email)
 4. 2015 Colorado Retreat Update – Regina
 5. New online church platform update – Lyn
 6. Fundraising & Grant Writing update -Ken
 7. Zoning Subcommittee Update – Teddy
 8. Church Status Application Update - Regina
 9. Web Stats Update – Jay
 10. T-shirts, hats, mugs and other AT merchandise – Regina
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In Attendance: Regina, David, Jacquelyn, Tom, Ken, Teddy, Maile

Absent: Nyki, Jay

Meeting Begins at **[5:29]MT**

1. Read and approved 11/3/14 minutes.
 - a. Before approving the minutes the board discussed how much level of detail should be recorded during the minutes at each meeting. A need for transparency was broached but a clear decision was not reached.
2. Observed the Tao Te Ching with a moment of silence
3. Trustee Briefing on Board of Director decisions:
 - a. All Directors were present except Myron Jones, who notified the Chairman in advance that she had a conflict. Regina was also present.
 - b. Minutes of the last Board meeting were approved.
 - c. The Board reviewed and approved the Leadership and Governance Policy, Compensation Policy, President-Minister Job Description, Vice President-Minister Volunteer Job Description, Acting Vice President-Minister Volunteer Job Description, Sanctuary Director Job Description and Special Assemblies Policy revision. Regina was asked why there wasn't a job description for an employee Vice President-Minister since this is seen as a future possibility. Regina commented that a partial draft job description does exist, but it is not complete and the Trustees voted to send only completed job descriptions to the Board. If it is decided to hire the Vice President-Minister, the job description will be completed at that time and sent to the Board for approval then.
 - d. The Board approved a temporary Waiver to Policy allowing Licensed Ministers to teach Phase II of MPP and allowing Licensed Ministers to be a part of the Weekly Gathering rotation. This waiver is in effect until June 15, 2015.
 - e. The third quarter financial report was reviewed and approved. The AT Satsang and Soak in the Beauty financial reports were also reviewed but did not require approval since those details are included in quarterly and annual financial reports.
 - f. The 2015 budget proposal was reviewed. The Board approved the proposal for a 2015 AT "stackable" retreat in Colorado. This plan includes a weekend retreat with a Colorado facilitator followed by a weekday retreat with Regina & Lyn followed by a weekend retreat with another facilitator TBD.
 - g. The Board declared themselves the Compensation Committee for this meeting alone and dismissed Regina from the meeting to discuss 2015 salaries. Once salary decisions were reached, Regina was recalled to the meeting and informed of the decisions. The 2015 Budget Proposal was approved pending changes resulting from the 2015 salary decision.

- h. Regina informed the Board that she and Jacquelyn Eckert are working on the application for church status and anticipate submitting it before the end of the year. She requested a global policy change in order to emphasize that we are a church with a Sanctuary (instead of a spiritual online chat room). The request is to change "online gathering room" to "Sanctuary" in all of our policies. The term "online Sanctuary" will be used only when needed because of the context of the sentence. The Board approved this global policy change.
 - i. The Retreat Center proposal was reviewed including proposed web pages for fundraising, a letter announcing the fundraising campaign, an update of the vision regarding grant writing and a request to transfer funds from AT savings to the restricted Retreat Center account. The Board approved the start of the fundraising campaign on 11/11/14, but decided to wait for further indication regarding interest from members before restricting funds for the Retreat Center project. The request to restrict funds for the retreat center will be revisited by the Board at a future date.
 - j. The next regular Board meeting was scheduled for February 8, 2015 at 6:30pm MT.
4. 2015 Colorado Retreat Update
- a. Regina sent a spreadsheet to all trustees containing a list of centers near Denver, CO.
 - b. The board discussed using a hotel during the retreat to compensate retreat attendees with more amenities. Some members have committed to doing research on hotel contracts, pricing, etc.
 - c. The board noted that centers currently charge about \$75 a day for beds and 3 meals. (Based on The Abbey prices.)
 - d. The board also discussed the type of atmosphere desired for the retreat and the purpose of the retreat.
 - e. Two optimal retreat centers were given as result of Regina's research: The Seventh Day Adventist retreat center and the Abbey retreat center. The board was not comfortable committing to either retreat center and has sent Lyn and Regina to drive by the Seventh Day Adventist center. (Also, the spreadsheet sent to the Trustees as well as the research concerning hotel contracts allows for more options than these two centers.)
 - f. A decision will be reached at the next next Trustee meeting.
5. New Online Church Platform Update
- a. Four people are on the committee with the addition of Deb Gary.
 - b. Three platforms have been selected for further investigation: Mystro, Webex, and Live Stream.
 - c. The committee hopes to join the free trials for these different platforms and invite several (or dozens) of participants to "test out" the platforms to see their ease of use, quality, etc.
6. Fundraising and Grant Writing Update
- a. The Capital Campaign is up and running as well as the respective campaign web page.
 - b. A list of possible grant foundations has been compiled. The Fundraising and Grant Writing team will select from this list and begin writing grants.
 - c. Ongoing updates on grant writing will be reported as progress is made.
7. Zoning Subcommittee Update
- a. The committee feels prepared to rush into action as soon as there is a property to be addressed.
8. Church Status Application Update

- a. Regina sent the board a copy of the church application and asked the board to review it and make comments via email.
9. Web Stats Update
- a. Jay was not present to give a web stats update.
10. AT Merchandise Update
- a. Maile took over the project and has been asked to find a company who can create Custom Merchandise with the AT logo on demand.
 - b. It was noted that the profits from this would not be worth considering for the retreat center fundraiser, however, the AT Merchandise is a long awaited feature of Awakening-Together and it may be time to start budgeting this project in the regular operational budget.
11. Marketing Materials for Conference in Mexico
- a. Lyn, Teddy and Ken professed a calling to start designing a 3 fold Awakening-Together brochure to hand out at the conference in Mexico. It was noted that this should be done prior to March of 2015. Lyn is the team leader.

Meeting Adjourned at **[7:10] MT**