

Impromptu Zoom Meeting - December 04

VIEW RECORDING - 76 mins (No highlights)

Meeting Purpose

To align on CSLT's future direction and immediate operational plans.

Key Takeaways

- **Two Paths Forward:** CSLT must choose between hiring an interim minister (maintaining center status) or becoming a "teaching chapter" led by a practitioner (requiring a congregation vote).
- **Immediate Plan:** Move office items to South Craycroft while continuing Sunday services at Unity's Room 4 on a month-to-month basis.
- **South Craycroft Renovation:** A ~\$10-12k renovation to remove a load-bearing wall is required to increase the 18-person occupancy limit and create a functional service space.
- **Congregation Feedback:** A survey will be distributed to gather input on service format, start time, and community involvement.

Topics

CSLT's Future: Interim Minister vs. Teaching Chapter

- Reverends Nan Bankston (Global Services) and Cheryl (Regional) presented two options for CSLT's future without a minister.
- **Option 1: Interim Minister**
 - **Goal:** Facilitate healing and guide the congregation forward.
 - **Status:** Maintains CSLT's "center" affiliation.
 - **Cost:** Unknown; a negotiated rate plus potential travel expenses.
- **Option 2: Teaching Chapter**
 - **Goal:** A practitioner-led model for centers with limited resources.
 - **Status:** Requires a congregation vote to change affiliation.
 - **Structure:** Operates under a supervising minister with monthly support meetings.

South Craycroft Renovation & Occupancy

- The South Craycroft property is off the market; the "For Sale" sign will be removed.
- **Occupancy Limit:** The current limit is 18 people.
- **Renovation Plan:** Remove a load-bearing wall to create a larger service space.
 - **Cost:** ~\$10-12k (estimate from Chris Wheeler).
 - **Permits:** A demolition permit is required (~2-week lead time).
 - **Scope:** Includes repairing the floor where the wall stood.
- **Future Needs:** A change of use permit (office → assembly) and fire safety upgrades (e.g., lit exit signs) will be required to legally increase occupancy.

Immediate Operations & Logistics

- **Office Move:** Begin moving office items from Unity to South Craycroft.
 - **Coordination:** Chris Wheeler will provide keys for access.
- **Sunday Services:** Continue at Unity's Room 4.
 - **Cost:** \$150/day.
 - **Goal:** Secure a month-to-month agreement to bridge the renovation period.
- **Newsletter Articles:** The writing rotation will be adjusted for the smaller team.
 - **Plan:** Each of the three writers will contribute one article per month.
 - **Idea:** Ask Reverend Rhoni for a farewell post.

Congregation Feedback & Service Redesign

- A survey will be distributed to gather congregation input on the Sunday service experience.
- **Survey Topics:**
 - Preferred start time (9:30, 10:00, or 10:30 AM).
 - Value of current service elements (e.g., Prayer of Transcendence, affirmations).
 - Interest in leading service components.

- **Distribution:** Paper copies will be available at the Sunday potluck; a digital version will be sent via Constant Contact.

Bookkeeping & Payroll

- The bookkeeping process needs formalizing to ensure consistent payments.
- **Problem:** Michael Zimmerman currently emails Revere Books with weekly payment instructions for Chris Wheeler and James Gunn.
- **Decision:** Sharon will become the official contact for Revere Books.
- **Action:** Michael Zimmerman will reduce his monthly pay from \$1,300 to \$1,200 to help CSLT's finances.

Next Steps

- **Marya Wheeler:**
 - Negotiate a month-to-month rental for Unity's Room 4 with Steven (LTW) or Tyler (Unity).
 - Coordinate the office move to South Craycroft, delegating tasks to volunteers.
- **Sharon Whealey:**
 - Inform Revere Books of the new bookkeeping contact and Michael Zimmerman's pay reduction.
 - Distribute the Sunday service experience survey (paper & digital).
 - Draft a newsletter blurb on the interim minister vs. teaching chapter options.
- **Morgana Campbell:**
 - Contact Graham (webmaster) to post the approved board minutes.
 - Ask Reverend Rhoni for a farewell post for the newsletter.
- **Michael Zimmerman:**
 - Continue sending weekly payment instructions to Revere Books, copying Sharon.
- **All:**
 - Meet next week (Thursday, 6 PM) to formalize the bookkeeping process.

Action Items

- **Email Graham (webmaster) approved minutes; ask Michael for email if needed - [WATCH \(5 secs\)](#)**
- **Email Sharon concise interim-minister/teaching-chapter blurb + video link for newsletter - [WATCH \(5 secs\)](#)**
- **Email Ruth re: Prescott practitioner coverage - [WATCH \(5 secs\)](#)**
- **Email Kelly to remove 'For Sale' sign at South Craycroft; replace w/ 'Thoughts Are Things' - [WATCH \(5 secs\)](#)**
- **Cut/distribute South Craycroft office keys to Sharon, Morgana, Michael - [WATCH \(5 secs\)](#)**
- **Email Steven (LTW) re: Room 4 month-to-month + tech; if no, email Tyler (Unity) - [WATCH \(5 secs\)](#)**
- **Check QuickBooks for past LTW rent/tech costs - [WATCH \(5 secs\)](#)**
- **Email Reverend Rhoni re: farewell post for newsletter - [WATCH \(5 secs\)](#)**
- **Print/distribute Sunday Experience surveys at Sunday potluck - [WATCH \(5 secs\)](#)**
- **Email Lisa (Revere) to set Michael DD to \$1,200; CC treasurer - [WATCH \(5 secs\)](#)**
- **Send AI summary to Morgana for review - [WATCH \(5 secs\)](#)**