

Quick recap

The Center for Spiritual Living Tucson board meeting focused on financial updates, staffing changes, and facility improvements. Janet reported that the center's net revenue reached zero for the first time after using \$2,235 from reserves to cover expenses, including \$1,000 for the musical director. The board discussed Sharon's transition to spiritual director role, with plans to hire her as a contractor plus separate speaker fees, while Marya will serve as bookkeeper assistant. Janet provided a detailed update on the building remodel, including filed plans with the city, multiple contractor bids being evaluated, and required ADA compliance work including wheelchair access, new doorways, and walkways. The board also addressed website updates needed, including adding current meeting minutes and approved bylaws, and discussed the process for identifying potential new board members who need to complete a foundations class.

Summary

Center for Spiritual Living Tucson Meeting

The board meeting began with a visioning exercise where each member shared their visions for Center for Spiritual Living Tucson, including images of a large meeting hall, professional productive people, and releasing limitations. The group then conducted a check-in where members discussed personal updates including contractor issues, new hearing aids, upcoming hip surgery, and recovery from a fractured elbow. Janet provided a financial update indicating they achieved a zero net balance for the first time by using \$2,235 from reserve funds, and the group discussed ongoing air conditioning issues at their Unity location that have been resolved.

Pledge Drive and Membership Planning

The group discussed plans for a pledge drive, which Sharon decided to postpone until next year. They confirmed the fiscal year runs September to August, with the annual meeting scheduled for October 4th. The team agreed to review the member roster to identify inactive members and reach out to them about their continued participation, with Morgana tasked to prepare a letter for this purpose and send the annual meeting notice at least three weeks in advance.

Board Member Recruitment Discussion

The board discussed potential new members for the upcoming transition in October when current board members will be dismissed and new ones will take over. The group

also discussed potentially offering a foundations class to expand the pool of eligible candidates, with Sharon and Hazel planning to teach one in Prescott.

Board Membership Discussion

Sharon proposed making a call for board members and discussed requirements, including a foundations class for some candidates.

Administrative Cost and Duties Planning

Janet clarified that 4 hours/week would encompass tasks including managing annual meetings, reports, and general business operations. The group discussed redistributing administrative duties, with Sharon offering to take on responsibilities like bulletins, Facebook posts, and congregant management as part of her spiritual director role, while clarifying that filing and bookkeeping would remain with the bookkeeper.

Budget and Leadership Planning

The group discussed budget allocations, with Sharon requesting to maintain a separate speaker honorarium budget and Marya agreeing to handle bookkeeping for \$28 per hour plus a \$100 monthly consultation fee for Janet. Janet expressed her desire to step away from leadership roles once a new board is in place, preferring to provide consultation support rather than attending board meetings. The discussion concluded with plans to text Phil that the remaining topics were board business and not necessary for his participation.

Administrative and Board Updates Meeting

The team discussed several administrative matters including hiring Sharon, who will receive a base salary plus fees for speaking engagements and workshops. They confirmed the next board meeting is scheduled for September 17th. The group also addressed website updates needed, including uploading approved meeting minutes beyond March and new bylaws, though some confusion remained about the timing of certain approvals.

Administrative and Construction Planning Updates

The team discussed several administrative and construction matters. Morgana needs to compile and send meeting minutes to Graeme covering four months, and will also handle removing the sacred covenant for a new minister from the website. Marya agreed to work on adding events to the calendar, including intention keeper activities, after receiving step-by-step directions from Graeme. The group reviewed construction plans for building remodeling, with Janet reporting that plans were filed with the city and

multiple contractors are providing bids, though the ADA compliance requirements including walkways, doorways, and parking modifications will be the major expense.

Building Renovation and Construction Plans

The team discussed ongoing construction and renovation plans for the building, with Janet reporting on needed items including inside doors, sink installation, exit signs, and ADA-compliant features like a water dispenser and bike rack. They identified the need to verify existing footings for a new beam and discussed getting bids from contractors, with Gail and Gwen offering to research required materials. The group confirmed they have \$75,371 in the facility fund, with Janet requesting to keep \$10,000-\$15,000 in reserve for potential future maintenance needs, and Sharon mentioned upcoming service schedules through October.

Organizational Updates and Task Planning

The meeting focused on organizational updates and upcoming tasks. Sharon discussed her upcoming departure from Intuit on September 18th. The group reviewed newsletter publication order, with Janet scheduled for 9/6, Marya for 9/13, Morgana for 9/20, and Sharon for 9/27. They discussed the annual report requirements, with Janet handling the financial portion and Sharon taking responsibility for the spiritual director section, with materials available on the website under Organizational Documents. The conversation ended with plans for Marya and Janet to meet on Monday at 11:30-12:00 to work on TechSoup and budget matters, and Sharon leading a closing gratitude meditation.