



Association of Consultants for Liturgical Space

MEETING MINUTES

DATE: October 24, 2013

RE: ACLS Board Meeting

ATTENDEES:

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DISCUSSION:

1. Constitution Issues
 - Including job descriptions. Table for now.
2. Webinars
 - Recordings – Is there a way to give a recording to someone but not allow them to use it again?
 - Gilbert is all set.
 - Need to advertise webinars more in newsletter, email.
 - Archive for members.
3. Slide donations/ archive issue
 - Carol is waiting for a call from Melody, the archivist at CTU
4. Art conference
 - Carol will meet with Courtney at beginnings of planning for conference in 2015
5. Treasurer's Report
 - Balance as of end of September \$8,469.67
 - Expenses - \$172.56 Citrix, \$28.84 QuickBooks online.
 - Robert is working more on budget.



6. Membership Report

- Juanita is contacting people.
- Issues – How do you renew? No renew button on website. Pages are incomplete – renew and submit information for page. How do you update your page? On mailing list but haven't renewed – renewal would go through 2014. What is deadline for people who don't renew & pay – when do they go off the website? Is the mailing list an archive of previous members?
- Affiliate membership – Sauder, etc. Have them get graphic banner for \$290. Requires a constitution change, but we could do a trial. Read a proposal ahead of time for next month.
- There are people awaiting membership approval. How do we approve them? What information do they submit? Where is it? Have they paid? Potential change in website.
- Juanita will contact Gale Francione about membership approval process.
- Next renewal – ask people to update contact information – interactive PDF. Carol knows many people – she will contact some former members. Each board member should go through list and say who they know and will contact.
- Robert is setting up a way to pay – Paypal, Chase, checks.

7. Website Issues

- Renew button, registration button.
- Juanita & Will need an Administration link
- Think of issues and email Bob Kropac.
- Robert will talk to Bob and then we will send issues to Bob

NEXT MEETING:

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