



Association of Consultants for Liturgical Space

MEETING MINUTES

DATE: November 20, 2014

RE: ACLS Board Meeting

ATTENDEES:

Will Brocious, Bob Kropac, Pam Hardiman, Carol Frenning, Juanita Yoder

DISCUSSION:

1. Approve minutes from October
2. Website
 - Almost ready to go. There are some buggy things. Test portfolios don't show up. Hope to resolve by tomorrow.
 - Bob Newberry has updated current list. Should have everyone's narratives moved over and cleaned up.
 - Send Bob a photograph of yourself for board member section.
 - Bob K and Bob N met and cleaned up site, per suggestions. Someone will have to edit photos for front page so they are all the same size.
 - January meeting is on site. Also PDF in Member documents.
 - YouTube channel set up for webinar archive by Bob K.
 - List webinars in events section? How to let non-members know they are happening as an incentive to join. Could have a membership level just for webinars. Keep in mind for later.
 - What do we need to do to get it up and running? Everyone will get a new id and password. Could be done in next few days.
 - Add mission and guiding principles to Who We Are section? Seems like it should be there. Is in About section. Bob will try to clean it up.
 - Dues renewal - Bob Newberry suggests program can give out a renewal notice one year from when you pay. You wouldn't be able to log in if you didn't pay your dues. Makes it easier for the treasurer. Could it remove portfolio?



3. Membership

- John Bergstrom - new category, wait until we vote on new categories or fit him into Allied. We can tell him we will ask him to change category at January meeting. Confusion about payment. Robert will check out.
- Other new member. Have references. Call references and add him in if they check out. Put him under Allied. Don't set up page in old website. Will set up on new website.
- Will do membership drive after new website is set up.

4. Meeting.

- Registration is low. Many people we know plan to go haven't signed up yet. Phone calls? Scholarship money? Yes. Case by case basis. Carol will divide names and email to everyone. Need master list with names and info. Hopefully can generate off website. Encourage people we know that are nonmembers to come.
- Business meeting - constitutional changes - read and votes online. Elected positions - re-elect next summer. Need link with communications group.
- Annual audit with Treasurers report at meeting. Membership report. Post on website after meeting.
- Talk about website and how to upload, upcoming webinar report. Teach board next month about website. Do a webinar on it. Get site up first. Tell people to bring laptops to set up pages at meeting.
- Non-members fee for meeting? No. But could not do portfolio night.
- Write job description. Do in person at meeting. Jim Hundt will do internal audit. Fiscal year is calendar year.

5. Treasurers report.

- \$8976.30 in bank.
- Bob will check with bank on non-profit status.

NEXT MEETING:

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