



**ASSOCIATION OF CONSULTANTS FOR LITURGICAL SPACES
MEETING MINUTES
DEC. 15, 2016
WILL, ROBERT, CAROL, SHELLEY, PAUL**

Minutes approved as amended. -

Cathedral Ministry conference - Carol - Bi-annual meeting -

Membership report - Will - is creating a report for the conference 2015 will be added to the chart. This

Website - report - Will - see email and add to minutes - at meeting we should ask members for feedback on the website and what else should be done.

Newsletter report - me - make up a blip about it and a handout to members - send this to Will to publish. ask for comments from members, about projects, books, events, etc
Propose a monthly email letter showing members' projects in progress.

Treasurer report last two years.- Robert

Treasurer report shouldn't go out to members, just board.

and Cover letter by Carol.

All these reports should go out before the meeting in PDF and members could print or read ahead.

Webinar Marilyn is writing the report for the member meeting.

New business - Carol - new conference initiatives. This will be given verbally at the meeting. and will discuss the sponsored travel and information coming. Robert would like a survey sent out after this meeting to find out what members are looking for and about the travel. the Floor should be open for questions and comments....this should be on the agenda. Questions could be asked at the end of each report.

We will have a program with Phyllis Lundgren will give a talk. About how she used scripture and prayer as part of her process. Her talk should be at the beginning of the meeting. then the business part.

Schedule: Start at 5:15pm. , let Phyllis talk, then go to happy hour and come back for the business meeting., ? Robert will bring a projector, wifi will be necessary.

5:15 - Phyllis (can we record or do GTM ?) or should we ask her to do a webinar later?

6: pm happy hour

7 pm business meeting. OR>>>>

5:15 meeting, 7pm Phyllis OR...

**3:30 official meeting with GTM, then tour or mass, then at 7pm is presentation. , ?
we will see about getting the room**

2017 budget - Robert - see budget comparisons - we made money at the SWLC last year. If we grow, about 45% of our budget could go to advertising things. the DMC bag inserts were not worth the money. Faith and Form is giving us a discount price of \$410 instead of \$720. Robert recommends that we have a committee to look into the best advertising for us. Tri folds are a good use of the funds. Will - could we have an outreach committee and do more - maybe a large flat screen and things for a booth. Robert will condense the budget for the Membership meeting. Will suggests percentages.

Carol - webinar speaker money - Paul - Eric Law, cultural relativism, potential speaker, requires more money than we are able to do - however, we could present a fee number and he could accept or decline. Jim Hundt, mentioned that we are looking at hourly, not taking prep stuff into account. Could we pull in one person for a webinar that is well known and respected that would be a draw for new members. ? We need to put a policy in place first, then talk about a big name. Will - maybe a big name could be an interim conference not just a webinar? Paul - keep regular webinars, but once a year do a workshop webinar that non members could be available to for a fee. Right now we have about 19-20 people at each webinar and this could be packaged where the first 15 minutes can be used as a way of presenting what Acls does. Carol asked Paul to put something about this together for us to send out to the members. Will - this may move the webinar committee from educational to something special. Paul - this justifies extra cost. Robert will see if GTM has a section to collect money.

Will - created an ad for SWLC for two 1/4 page ads, one english and one spanish. Jan. 3 is the due date.

Next board meeting Feb. 16, 2017