



**ASSOCIATION OF CONSULTANTS FOR LITURGICAL SPACES  
MEETING MINUTES**

**AUGUST 17, 2017**

**IN ATTENDANCE: SHELLEY KOLMAN SMITH, CAROL FRENNING,  
JUANITA YODER, ROBERT HABIGER, PAUL BARRIBEAU, WILLIAM  
BROCIOUS**

Minutes Approved: Unanimous - approved

Treasurer's report - Robert - \$13,604.78. ending balance for July. We are very close to our projected budget. We have a little left for more ads.

Webinar Report - Paul - They have music from David for the committee to review on Monday. The music will be added to past webinars. Robert suggested a written release to have on file for our presenters. Next webinar is in September, 19 - Jack DeBartolo - Light: making the immaterial material in the sacred realm.

Membership - Juanita - Scott Parson's application - glowing recommendations, he was unanimously approved - at Allied level. Zachary Bradshaw - wants to renew his membership - perhaps sponsorship level. He would like to use our logo on his promo. Robert says other people should not use your brand, they can put member of' but not the logo. Lawrence Timperman is not with the original firm, Juanita will invite him and his old firm to apply. Juanita will write down her procedures for membership to be included in Carol's master job list.

Retreats - Carol - Paul will help with organizing a retreat in the Midwest and he and Carol will collaborate on possible locations for next summer's event. A save the date should go out in November. In Phoenix, there were 25-30 attendees, NC had 20. These are usually held at retreat centers.

Newsletter - Shelley will send out shortly, Carol will include a letter before Sept. 1 Shelley will include info encouraging members to post more updated photos to be placed on Pinterest. Remind members to please rename their slides!

Social Media - Jim - Robert talked to him about taking the reins on this. Juanita - did a Facebook boost and got 33 more followers. This cost \$50, next she'd like to do an experiment and boost to the Philly area. Will did some work on Pinterest using photos from the website. He needs more photos to post. Instagram would be good for photos from the retreat.

Travel - Will - sent out a survey to members, but we didn't get it, so now he will resend the survey to board members.

Conferences - Carol, Jim Heck will speak at UD, SWLC is all set.

ValPraiso - Robert - Paul has the banner, the vendor space is small so it's not needed. Will would like to put together an exhibit of member works, Carol will ask is that's possible at the conferences. We need to come up with a static, or electric display of member works. Could we use a smart tv and a flash drive? or a dvd. We will think of how to do this and discuss next month.

Promotions - Will -we need to start looking at next year's budget and plan our promotional materials. Juanita's experience at LA conference was that the exhibit area is heavily used. Robert will check on their conference brochure ad space. Faith and Form ad is on the list for next year, as well as their directory which costs \$50 an issue and 15 lines for that, 4 issues a year.

Will - Orleans Massachusetts, The church of the Transfiguration - the Community of Jesus sent Will a Thank You note for posting their information on our website. 500 year anniversary of the reformation -

Next call is Sept. 21, 2017

