



**ASSOCIATION OF CONSULTANTS FOR LITURGICAL SPACES  
MEETING MINUTES  
AUGUST 22, 2019**

**IN ATTENDANCE:**

**JAMES HUNDT, ROBERT HABIGER, WILL BROCIOSUS, PAUL  
BARRIBEAU, SHELLEY KOLMAN SMITH, GREG LEWIS**

**NOT IN ATTENDANCE :**

**KAREN SCHMIDT**

**Treasurer Report** - Robert - as of July 31, our balance was \$14,992.65. We had members renew, expenses for Oberammergau Trip and other things. See attached email.

**Membership** - Karen - via email - had a question about a member application. The board recalled that our bylaws do not discriminate due to religious affiliation. This might be a good candidate for the apprentice or associate level that has been discussed. Hundt will follow up with Karen. There is another application submitted, however it is incomplete. The membership email link is being worked on so that new member information is sent directly to Karen.

**Webinars** - Paul - The LTP virtual webinar is planned for Jan. 21, 2020, Feb. 4, 2020 and Feb. 18, 2020. This is in addition to our regular webinars. The LTP webinar will be a three part series and a small fee will be required. The board unanimously accepted the 70/30 split with LTP and LTP will pay the presenters directly.

Paul is working with Sr. Marilyn, Gilbert and Carol on the topics to be presented.

LTP is already advertising this series. Paul will add it to the ACLS website.

Regular webinars are planned through the end of 2020. A waiver has been discussed but not yet adopted. Greg Lewis submitted a disclaimer which can be posted on one of the opening screens of a webinar stating that opinions, etc are not necessarily the opinions, etc of ACLS. Greg moved to add this to the beginning of the webinar, Hundt 2nd'd.

Paul recalled a release that had been written up a while ago, but hasn't been used for presenters to sign.

Paul will promote all three parts of the series simultaneously.

Sr. Marilyn has been extremely helpful in the planning of this!

**Newsletter** - Shelley - Will Paul send a list of the planned Webinars to post in the Fall Newsletter? and Hundt send a President's letter? Also Heck will send information regarding the 2020 San Antonio Retreat to be included. Will is going to send information regarding the Oberammergau trip to also be included. Shelley will contact new members to highlight.

**Communications** - Heck - The dues structure needs to be addressed prior to submitting 501 c 6 application as well as a permanent location for our "office" and our bylaws need to be in order for Non-profit and Corporation status. Heck and his brother and Robert are working on this.

**Old Business** - a deposit has been made for the 2020 Retreat in San Antonio, Greg Davis is working on this for us.

**Oberammergau** - Will - we have 4 spots left for the tour, there are people interested in filling this, but they haven't put down deposits yet. The next payment from travelers will be due in Jan. Our next expense will be the Music Event tickets in Salzburg.

**Val Paraiso** - Paul - April 20-22, 2020. We missed submitting to present at this conference, but Hundt asked to make sure we do this in 2021. We can, however, still exhibit at the 2020 conference.

**SWLC** - Ken and Carol on working on a couple of presentations, but since it will be a much smaller conference than usual, we won't hold an ACLS membership meeting there. Instead it will be held at the Retreat.

**Website** - Hundt - There is a question about the format for the members page. How to locate a member when searching? The page needs to be reworked to make it more convenient when new members join. It currently must be rebuilt every time we get a new member. More will be discussed on this in smaller committee meetings. Options to consider: sort by region?, an interactive map?, Sort by occupation?, Keyword search, and perhaps a thumbnail photo of member work beside each name. It was agreed upon that each name currently takes up too much space, resulting in too many pages to sort through.

**Archive** - Greg - The Benedictine Abbey asked 1), the size of the data and 2) the costs involved? They are encouraging about archiving our work(s) for research possibility. They ask that items be copyrighted. Hundt will follow up with Carol about this. Greg would like member portfolios to be archived.

**Will** - (no longer on the meeting) brochures - Robert has an old PDF of the trifold, however, it has members dues costs on it that is no longer relevant. Greg designed a possible handout sheet - Hundt will talk to Will about this and we will address this at the next meeting.

**FDLC** - Robert - the deadline to submit and ad has passed, however, he will talk to Rita Thiron and see if we can still place a half page ad for \$200.

**Next Meeting** - 3pm EST, Sept. 19, 2019

## **ACLS Treasurer's Report**

August 2019 Board of Directors online Meeting

\$14,992.65 - Balance in Checking account as of July 31, 2019

Revenue: (Month of July 2019)

\$940.97 - Member Renewals  
\$2,350.00 - Oberammergau 2020 Trip  
\$3,290.97

Expenses: (Month of July 2019)

\$206.88 - NewWard Development (Website Hosting)  
\$104.07 - LogMeInUSA, Inc (GTM/GTW)  
\$400.00 - Omega Retreat Center (Deposit for Sept 2020 Retreat)  
\$9.95 - Chase Bank Monthly Service Fee  
\$720.90

Submitted by:  
Robert Habiger  
ACLS Treasurer