



**ASSOCIATION OF CONSULTANTS FOR LITURGICAL SPACES
MEETING MINUTES
OCTOBER 24, 2019**

IN ATTENDANCE:

JAMES HUNDT, JAMES HECK, WILL BROCIIOUS, KAREN SCHMIDT, PAUL BARRIBEAU, ROBERT HABIGER, GREG LEWIS, SHELLEY KOLMAN SMITH

1. APPROVE MINUTES FROM LAST MEETING - Approved - Robert motioned, greg 2nd

2. STANDING COMMITTEE REPORTS:
 - a. TREASURER'S REPORT – Robert Habiger -\$22,048.11 at the end of Sept. No money came in, expenses - \$130.52 Returned check from a participant of the Germany trip, member was notified.

 - b. MEMBERSHIP REPORT – Karen Schmidt - Nothing to report, no new member applications. Jim Hundt will check with website guru that member email address has been changed to Karen.

 - c. WEBINAR COMMITTEE REPORT – Paul Barribeau - Next year is all set. LTP planning is underway for that webinar series. LTP needs promo material - Paul will ask Marilyn. Gilbert and Carol will be contacted by Paul too.
 - Public access to past webinars. – tabled until after LTP

 - d. NEWSLETTER REPORT- Shelley Smith - Newsletter went out but not without effort. Next one goes out late Dec. (Jim Hundt and I will write up about our trips for the next newsletter.)

 - e. COMMUNICATIONS REPORT – Jim Heck - sent out the draft of revised by-laws. The conference call to discuss is coming up and hopes to have everything resolved after that. The plan is to vote on the revised dues structure - \$125 for general member, \$50 for student, allied member will remain the same. This will be sent out to the membership soon.

3. OLD BUSINESS:
 - a. Membership: is email forwarding from the ACLS website now working?

 - b. Oberammergau Trip – Update by Will - Sent out the new number of participants to tour operator... has checked on prices of buses etc. There are 16 going, not 18, and is in contact with the operator. The next notice for payments due is mid De-

ember. That is the final payment. Attendees need to make their airline reservations.

c. Conferences for 2020/2021:

- Next Cathedral Conference (2021)
- Valparaiso Liturgical Institute (annual Lutheran conference): April 20 – April 22, 2020 - Living Breath Of God: How Word Through Music Forms Us – too late for this year
- Karen Schmidt to report on LA Congress. (Next conference is February 21-23, 2020.) Greg to provide webinar flyer. -Karen has not contacted anyone yet.(Hundt informed the board that we were asked about our interest in placing an ad in this year’s Liturgical Artist’s Directory one day before it was due. He checked with Robert who reported that the editor had not been a member for the last 2 years and that there was no evidence that our ads were helping the organization. Hundt did not feel comfortable authorizing this expense without discussion with the board so he let the opportunity pass. This leaves budgeted money for other things). Should we create a handout or place ad in program? The consensus is Pam Hardiman, Karen, Juanita, Marilyn, and maybe Jordan can handout flyers for us. We do put an ad in SWLC booklet. \$150-\$300 for that. We need to do another printing after the new membership category is determined. Greg will do this trifold. Will is going to update the membership flyer. The LTP webinar starts Jan 21 so we need promo flyers for that to hand out at SWLC the week before.

d. Website update by Jim Hundt - The website designer is starting to make some of the changes, the ACLS logo is too low resolution, so if everyone will send what they have of it, would help. Blogs from each of the three categories will be shown under What’s New. Robert - banner location? Jim - floating ads under Our Members on the right hand side. “Find a member” is still under construction. Will suggested that each member should put up 8 projects so this web page looks more balanced. Needs to be re ordered by Last name alphabetical or firm name.

e. Archive update by Greg Lewis. - Abbey is ready to link us to their site, and wait for the archival stuff. We still need old newsletters to send them. Carol may have our historical documents? The website needs to be completed before we send them a link. Robert will ask Ken if he has anything. Robert has a list of members since 2003. Greg - The Abbey would be happy to hold a retreat for us sometime. Will - suggests a timeline. Jim Hundt suggests Will put us on WIKIpedia.

f. ACLS Booth at conferences

- Materials – need to have more brochures printed. We need to sort out the membership categories first.
- Booth– update from Greg - Would like a projector under the table and pull up banners on each side. Paul and Shelley will send Greg a pic of the banners we have. We have not yet identified who would run this booth or if it’s worth while to purchase a booth. Greg will sketch out a

booth concept. Jim Hundt should find a sub committee on advertising... per Robert. This might fall under communications committee. Heck will find out what SWLC will provide for us.

- g. Membership categories: Jim Hundt - Heck - Associate members, better than Apprentice - In the membership brochure, Emeritus is not a category for new members. Affiliate members don't have voting rights neither does associate members, emeritus members can vote. Proposed_ All members will be \$125, \$50 for associate, Affiliate will be \$250. The associate level will have a time limit - after two years they will need to reapply. Hundt motioned Robert ran the math on the new fee schedule and our expenses - our revenue remains the same (neutral) With the possibility of income in purchased ads for the website. Robert suggests charging for including a personal Logo on the website. Hundt motioned to accept membership categories and the new fee levels, 2nd by Will -unanimous.

4. NEW BUSINESS:

- a. ACLS Conference - next month's discussion

5. next meeting - Dec. 5, 2019