



**ASSOCIATION OF CONSULTANTS FOR LITURGICAL SPACES
MEETING MINUTES
Nov. 16, 2017**

IN ATTENDANCE: CAROL FRENNING, PAUL BARRIBEAU, ROBERT HABIGER, JIM HECK, SHELLEY KOLMAN SMITH

Minutes approved - Robert Motioned, Jim 2nd'

Treasurer - Robert - \$13,200.94 at the end of October, there is \$350 in Paypal that needs to be transferred.

Webinar - Paul - The music is finished for the webinars, a link was sent. He'll finish one and send it around with the video attached. All the 2018 webinars are planned/committed to.

Newsletter - Shelley, no new news. Carol will write a letter including information about the retreat for the newsletter that will go out at the beginning of December. Jim will write something about our Facebook campaign.

Communications - Jim - Is working on a membership packet welcome letter - he will be writing / outlining basic steps for uploading new member's information, reminding them of what is on the website and the benefits of membership, including the retreat, and requesting new members to consider proposing a suggestion for the webinars. This is something meant to encourage members to get involved. He will also remind people not to use ACLS after a name unless they are a liturgical consultant.

A Facebook link was added to Linda McCray's Directory, Will needs to be consulted re changing the LinkedIn page to public.

Paul - Retreat - The shared room cost is different from what he sent. Single room occupancy is about \$550, includes snacks, ballroom cost, etc. for Monday to Thursday. This will include three nights and two full days of meetings. Sharing a room reduces the cost by about \$220. Robert suggested we could do 4 or 5 \$100 scholarships. John Buscemi is willing to help plan the event. Paul is going to send out a survey to ask about dates, and with those results the details will be confirmed. This will go out the Monday after Thanksgiving.

Travel - Will - No new news.

Conferences - Carol - SWLC - We do have a booth, Paul has the banner and will bring it. Will can put together images for a power point. Robert will be driving to Cheyenne and is willing to bring his monitor and laptop. Shelley will send Will the list she compiled for finding a member to ask members to update their profiles. We can also ask for permission to use their images in our advertising. Carol will write this letter, Will will post it to email. Robert is volunteering to man the booth for ACLS. He won't be there until Wed. night, Paul will get the booth set up.

New Business - LinkedIn - Jim will look into how to make that public.

Next meeting - Dec. 21st.