



**ASSOCIATION OF CONSULTANTS FOR LITURGICAL SPACES
MEETING MINUTES
MARCH 28, 2019**

In Attendance: Robert Habiger, Carol Frenning, Will Brocious, Paul Barribeau, James Heck, Shelley Kolman Smith, Juanita Yoder

Minutes: change: Honorary members to include speakers, and retirees members
Robert motioned to approve, Jim 2nd.

Treasurers report: \$16579.67 balance at the end of February. Monthly service fee showed up \$9.95, Robert is checking into that. The SWLC dinner - \$1272. has come in, but dinner was \$1358.10. 2 members will be paying soon.

Membership is up to 50 people.. Jay Carpenter needs a link to his website from the ACLS site, since he paid for a affiliate membership.

Robert and Jim will contact members who haven't renewed yet. Carol will also call some of the people.

Juanita - Two categories - honorary (Emeritus)
- four founders and whomever the board decides,
Apprentice level - in progress
Diocesan Membership Level - Carol and Juanita will draft a letter to send to Diocesan Office Members inviting them to join
Will - associate membership - introductory level - would require a constitution change - he and Juanita are working on a report recommendation for this.

Webinar Report - Paul - Is talking with LTP to do an ongoing webinar - has started a conversation with LTP

Newsletter - Shelley - Johannes and Pam Hawkins are sending in an article and President's letter has been received.

Communications - Jim Heck - non profit status - 501c6. Not eligible for 501c3. Texas is a good state for non profits, one complication - for Texas, a series of applications need to be made. The state has an AP 204 form, which is for sales tax etc. Jim's brother will check into this for us. We will be required to file fed. tax returns. Texas only requires an information return every 4 years. A physical address is necessary in the state we are registered in. Blumberg will be our accountant for a fee. Currently, the president and treasurer have their names on the bank account, etc. Robert has written up a report to pass on to the next treasurer. Will we be required to maintain a corporate records book, for things that require board approval. No independent audits will be required.

Follow up reports

Retreat - Jim - Greg Davis - all retreat centers around San Antonio are booked for a year and a half. Jim suggested Kerrville or a couple other places.

Oberammergau - Will - Johannes will be sending something soon.

Conferences - All went well - Carol - Val Paraiso is coming up. Paul - the booth is registered, even though they haven't sent any payment. Robert will send it in today.

Carol and Paul are presenting at that conference
Carol: No update on St. John's program.

New Business - Elections - Carol will be contacting Ken for nominations - the Elections will be in May, date not set yet. Survey monkey is the best way to hold the election electronically. One month's notice needs to be given. Jim Hundt has agreed to run for Pres., People who haven't sent in renewals can't vote. Jim Hundt would be one of those....

Next meeting April 25th 3 EST