



**ASSOCIATION OF CONSULTANTS FOR LITURGICAL SPACES  
MEETING MINUTES  
AUG. 23, 2018**

IN ATTENDANCE:

CAROL FRENNING, ROBERT HABIGER,  
PAUL BARRIBEAU, JUANITA YODER, SHELLEY KOLMAN SMITH, JAMES HECK, WILL BROCIOS

**1. APPROVE MINUTES FROM LAST MEETING**

- a. **Approved - Robert & Carol**

**2. STANDING COMMITTEE REPORTS:**

- a. **TREASURER'S REPORT- Robert - Balance at the end of July \$16,352.26 Expenses from Retreat have been cleared. GTM - and Lunch at retreat. Since we are \$2000 below projection, Robert may decrease the no. of ads. Not much else can be changed, except maybe not printing new brochures.**
- b. **MEMBERSHIP REPORT -Juanita - Membership is behind. Sept 1 is the deadline for membership dues to apply to this year. Cavallini is waiting for the username and password to pay his dues. Carol will talk to Will about fixing this. We have 4 people who paid late in the last year and feasibly they will be paying next year.**
- c. **WEBINAR REPORT - Paul - Did not meet in July, but met last week . All the webinar's are covered, except the Nov. person dropped out. Carol has been talking to Rita, she is going to do our member survey but now she's involved with the conference and may be able to do this after Oct. And will be working on a webinar - as a separate webinar not with the series. "why use a consultant"? from the liturgy office.**
- d. **NEWSLETTER REPORT - Shelley - Jay Hall Carpenter is writing an article, hopefully Marilyn has one for us. Carol will write a President's letter. The newsletter will go out in early September**
- e. **COMMUNICATIONS REPORT - Jim's brother's advice - he needs any articles of incorporation, etc. So he knows how ACLS was organized which will determine any exceptions, however he said we should be filing tax returns. Will asked could we reorganize? and set it up so that this is better for us. Robert will ask Ken if he has anything. We do have an EIN. Gail gave Will some information from a few years ago, he'll look through that too. Jim will check into the EIN and see what turns up.**

**3. FOLLOW UP REPORTS:**

- a. **Retreat - Carol - how do we want to proceed for the next retreat? Possibly Summer 2019 - Carol will talk to Greg Lewis about this, We haven't done a**

survey yet, John Buscemi asked about our next retreat. Paul will come up with the questions for a survey and send it to Will to send out. a retreat center would be less expensive or perhaps at a church with a hotel close by. Paul would be happy to organize the next retreat - now that he has experience.

- b. TRAVEL- Will - no new news about the Germany trip. Robert recommended reaching out to Johannes to help us. He's looking for a travel agent that may be able to help us.
- c. CONFERENCES: SWLC -Carol - they are going out of their way to help us and they are excited about the mentor ideas. 6 are needed. The tour planned is Jan 23-26, but the tour is the 23rd, \$35 and 5 hours, unfortunately we'll be setting up booths. If we want a separate ACLS tour, we need to do it on the 22nd, Greg Davis has a place he wants us to see, that are not on the regular tour. The schedule is posted online. If we do our own tour, it needs to be posted in the newsletter in Sept.
  - i. We have a room for our meeting and a dinner along with that.  
Thursday - open to members
- d. Cathedral Ministries - Seattle, we will have our bi-annual meeting at SWLC instead.
- e. Valparaiso - haven't heard from them
- f. RECongress - no replies - Carol should talk to Karen Schmidt to get contact names, also Martin Marklin
- g. ACCU - no report
- h. Dallas - Carol - Oscar hasn't responded, when he did he wanted Spanish speakers, Carol lined them up and has called Patti Hughes, Shelley is meeting with them on Monday and will ask Oscar about our involvement . And will call Carol Monday.
- i. FDLC- October in Baltimore - Carol - Will said Marklin will probably be there, Jay Hall Carpenter and Juanita are nearby. Perhaps they could represent us? 2019's conference is in Chicago and the 50th anniversary.

#### 4. NEW BUSINESS:

- a. Carol - will the board please send job descriptions? June is the Election time. It would be good if we had info about how our charter is set up and a clear path for the organization is laid out.

Next meeting : Sept. 20 2pm CST