



**ASSOCIATION OF CONSULTANTS FOR LITURGICAL SPACES  
MEETING MINUTES  
APRIL 25, 2019**

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

Minutes approved: All in Favor

Standing Committee Reports:

Treasurers Report - Robert - per email - balance at the end of March was \$18,015.61 with an outgoing wire transfer of \$10,391.00 on April 3rd and two checks were written and money was transferred from paypal, leaving a balance of \$8914.03.

Membership Report - Juanita - Most people have been contacted and most said they will renew. Jay Carpenter is listed twice, Vincent Hawley will not be renewing. Juanita motioned that we give Vanden Heuval an extension until June to renew. Approved.  
Carol will inform Patti Hughes about the new diocesan category  
Jim - renewals not seen in emails to members - may not be a bad idea to send a reminder with a link to paypal and a deadline date for removal from the website. May 1st, they disappear from the website. The reminder will include instructions to reactivate. The deadline will be extended to our next web call.

Webinar Report - Paul - Working on the 2020 list, is working out details with LTP on Consultants. . They will first try one to see how it goes, but future webinars will include a combo audience of arch. artists etc. Focus will be a little more educational, not artistic. Built of Living Stones is a good approach.

Newsletter Report - Shelley will send one out at the end of June.

Communications Report - Jim - Sent an email to the board re his brother's findings. and asked that we please respond - Our dues structure is based on selling advertising, AIA keeps sponsorships separate from dues, the concern is that we may need to find out if we need to be paying sales tax. Our dues structure may need to be modified. A call with his brother may need to be scheduled, maybe in June after the elections. Links to individual websites could be considered advertising. Chuck's viewpoint as an accountant is - we get contributions for things, if we are not a 501c3, they can't get a charitable write-off . If we stay as we are, that doesn't resolve the issue of the tax return. Other things to be aware of: Insurance policies, meetings at SWLC, - we as board members can be held personally liable. As a corporation, our actions as board members, we still have personal liability. Maybe meeting should be before the elections?

Follow up Reports:

Elections - Carol - Jim Hundt has agreed to run for president. the others have agreed to run at large. The treasurer could be a board member or not a board member. The president appoints the treasurer. Carol, Juanita and Robert are leaving - We could get someone outside

the board to be treasurer, Jim Hundt can appoint someone. This election requires three new members plus the president. Juanita is willing to help the new membership chairperson. Election date : Shelley to send out a notice May 1st. The election is June 1. The bio's , current board members etc needs to be attached.

Retreat: Jim - Greg Davis - nothing available until next year, could be a couple on cancellations in Sept or Oct, Jim will talk to Greg about whether or not it needs to be a retreat center. Could be a hotel somewhere. ? Shelley suggests a small town like Boerne, TX. Perhaps Cavallini could help organize?

Travel to Oberammergau - Will - Is working to set up hotels, the price is yet to be determined, but 1890 EU was the first price, and could be closer to \$2500 for the trip, which is less than we anticipated. Will is hoping to get the budget set soon. \$2500-\$2700 probably. Carol asked that this be sent around to the board and then put in the newsletter. Will is creating a form for registering. People could fill this out and send in a check for deposit. This price includes hotels, transportation, tours, with meals and flights on your own.

Conferences - Carol and Paul to Val Paraiso next week, SWLC will be in contact, FDLC - we will put an ad in the program and will set up a table.

St. John's Program - the curriculum has been accepted.

New Business - website security - Carol received a spam from the website - so our security needs to be checked into on the website.

Next meeting - May - 16th - 2pm CST