



ACLS BOARD MEETING  
December 13, 2021 – 3:00 PM ET  
Minutes

PRESENT:

Officers

Jim Hundt (president), Martin de Sapio (treasurer),  
Gale Francione (secretary)

Board Members

Margaret (Peggy) Adams Parker, Gianfranco Tassara

Committee Liaisons

Marilyn Morgan (Webinar Committee)  
Will Brocious (Communications Committee)

ABSENT:

Jay Carpenter, Johan Van Parys

1. APPROVE MINUTES FROM LAST MEETING – With corrections, the minutes for November were approved.

**GALE** will post them to the website.

2. STANDING COMMITTEE REPORTS:

a. TREASURER’S REPORT – Martin De Sapio

1. Financial Reports – Martin reviewed the Financial Reports. No questions.
2. 2022 Calendar Year - Draft Budget – Martin went through the budget from 2021 and proposed budget for 2022  
Questions/Suggestions from the Board
  1. Combine “Advertising” and “Website” in one item renamed “Communications”
  2. Include separate line items for “Maintenance” and “Hosting” under “Website”
  3. Look to spend more on Advertising next year.
  4. Make a determination where some of the specific expenses will go.

**MARTIN** will make the revisions for the next meeting.

**GALE** will send the draft budget to William and Marilyn.

b. MEMBERSHIP REPORT – Jay Hall Carpenter

1. ButlerVargo Stained Glass - approved
2. Joseph Paul Wittman – he thinks he is already a member

**GIANFRANCO** will contact Joseph to get two more letters

3. Lisa Bierer - 2 recommendations received, need three.

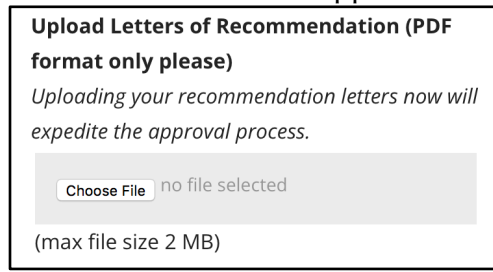
**JIM** will check with Jay regarding Lisa.

4. Erich Thompson. – Peggy reports he was planning to apply.

5. Task checklist

**JAY** is working on it

6. Website updated to allow applicants to submit letters of recommendation with their application



The screenshot shows a web form titled "Upload Letters of Recommendation (PDF format only please)". Below the title is a message: "Uploading your recommendation letters now will expedite the approval process." There is a file selection area with a "Choose File" button and the text "no file selected". Below this area, it specifies "(max file size 2 MB)".

c. WEBINAR COMMITTEE REPORT – Marilyn Morgan

1. "Member Showcase on Covid Memorials."

Marilyn requested an invitation in the newsletter.

She also asked for an email "blast" to members.

2. Webinar announcements/recordings on ACLS website.

3. Link to YouTube channel added to site – on the website but still needs improvement.

4. Survey Monkey is the easiest method to obtain a simple "yes" or "no" answer to a question, Will can place a link on the newsletter, then send the results to Marilyn. Will can still send out a reminder to reply, but it is anonymized now.

**MARILYN** will check with Paul to put recordings on the website after the announcement.

**MARILYN** will check to see if there is an instant questionnaire after the ZOOM webinar.

**WILL** can place a link on the newsletter, then send the results to Marilyn.

**WILL** will send out the email blast for the Covid Memorials.

d. COMMUNICATIONS COMMITTEE REPORT – Will Brocious

1. Report – Will presented the ACLS Website Analytics. The numbers are basically flat with one spike. The trend lines

are relatively flat. People aren't spending as much time on the website.

2. Facebook page status – Jay volunteered to assist.

**WILL** will contact Jay about Facebook. Would he be interested in joining the Communications committee?

**WILL** will publish the newsletter sometime before January 17.

3. OLD BUSINESS:

a. ACLS Retreat - Mount Angel Abbey, Oregon/Aug. 4-7, 2022

1. Theme/keynote speakers – Gianfranco contacted potential speakers:

Thomas Lucas, SJ, maybe next year.

Julio Bermudez – architect/more esoteric

John Buschemi – recommended

Paul Covino – very busy that time of year.

Michael Crosbie, accessible and available

After considerable conversation, the Board chose to confirm Michael Crosbie, and contact the others.

**GIANFRANCO** will call to confirm Michael Crosbie with ideas for theme of his talk and how to proceed with him.

**MARTIN** will estimate costs in order for the board to set the price for the Retreat.

UPDATE

Gianfranco made the arrangements with Michael Crosbie and the Abbey. Martin devised a budget for the Retreat and Michael's expenses. We have paid a \$500 non-refundable deposit.

Place: Mount Angel Abbey, Oregon

Date: Aug. 4-7, 2022

Time: 3:00 p.m. Thursday – 10:00 a.m. Sunday  
(according to the Mt Abbey booking contract)

Presenter: Michael Crosbie

Title: "In Search of the Sacred:  
Exploring the Questions of Creating Sacred Space"

Cost: \$200 for the 3-day retreat and all meals.

Housing: \$115 per night for single/\$150 for double occupancy  
(\$345/\$225)

Personal transportation costs.

Tours: The Abby has a splendid library, manuscript collection, and architecture of its own. No organized tours of area churches are planned.

Estimate: Ten participants. ACLS will underwrite approximately \$50 registration per person.

Formal notification with details of cost and schedule will be published soon.

- a. Survey tool – Will (not covered this month)
  
- b. Tutorials - The Board will send to Jim the challenging items we face on the website and problems we have.
  2. Uploading images to portfolio
  3. Make changes to my directory page
  4. How to make the dashboard disappear
  5. Creating a post
  6. How to login

**MARILYN** will send feedback to Jim to continue the discussion.

**JIM** will document his discussion about the website with Peggy, then send it to Will for feedback, before sending it on to Cliff.

- c. Honorary membership for FDLC – modify 2.3.5 of the Policies and Procedures – Exemptions. Question for discussion: What is the benefit of having FDLC as a member if it is just an honorary membership?  
TABLED to await Johann's input.  
(Martin suggested a 1-year honorary/complimentary membership to our Retreat Speaker.)

**JIM** will contact Johann regarding his term.

#### 4. NEW BUSINESS:

- a. Next meeting – Time Change to 8:00 pm ET/5:00 pm PT/8:00 am IT



MONDAY 17 JANUARY

8:00 p.m. EST

7:00 p.m. CST

5:00 p.m. PST

TUESDAY 18

8:00 or 9:00 a.m. Thailand time