



ACLS BOARD MEETING  
July 18, 2022 – 4:30 EDT

MINUTES

Board Members Present: Jay Hall Carpenter (also Membership Committee Liaison)  
Gale Francione (also Secretary)  
Sarah Hempel Irani, George Hoelzeman, Peggy Parker, Scott Parsons

Other Officers Present: Martin DeSapio (Treasurer, but not a Board Member)

Other Liaisons Present: William Brocious (Communications Committee), Marilyn Morgan (Webinar Committee)

1. APPROVE MINUTES FROM LAST MEETING – The minutes for June were approved (Jay/Peggy)

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

2. INTRODUCTIONS – Everyone had an opportunity to introduce themselves to other members at the meeting. Marilyn pointed out that the membership does not yet know the results of the Board election.

**WILL** will inform the ACLS members of the results of the election and the new ACLS President.

3. ELECTION OF A NEW PRESIDENT – After good discussion regarding the role of the President, (needs to be knowledgeable about ACLS, be the representative to other organizations, be organized, run meetings), George Hoelzeman agreed to be the new ACLS President, for a term of three years. Congratulations!

**JIM HUNDT** offered to assist George in the transition regarding duties and getting him on as an Administrator.

**NOTE for JIM:** Do the new Board Members need any specific access to the web as “administrators?”

4. STANDING COMMITTEE REPORTS:

- a. TREASURER’S REPORT – Martin De Sapio sent the June report to the Board. They asked several questions and accepted the report as written.

**MARTIN** will send a copy of the annual budget to all Board members.

- b. MEMBERSHIP REPORT – Jay Hall Carpenter did not meet this month.
1. Status of lapsed members:
    - David Gardiner (3/9/22) - Jay
    - Claire Wing (3/30/22)
  2. Task checklist update
  3. Dashboard training

**JAY** will send Gale a memo regarding the status of the lapsed members above.

- c. WEBINAR COMMITTEE REPORT – Marilyn Morgan Committee did not meet this month. In the January webinar, Michael Crosbie will be part of a panel discussion as an introduction to the August, 2023 ACLS retreat.
- d. COMMUNICATIONS COMMITTEE REPORT – Will Brocious met with the website designer (Cliff) twice since the last meeting. Progress is being made. Each page will have a “contact” button. Once pressed, the user can choose “issues” “membership” or “other” which will send them directly to the appropriate person to answer questions. Cliff is developing a price for redesigning the site. It may be similar to last time, which was approximately \$4000.

Cliff is willing to present a webinar for members to help them optimize the website for themselves. He may also offer his services personally one-on-one.

Cliff can also create a glossary of terms for use to optimize searches for members (so people can find them at the site.)

A miscellaneous note: CODAworx operate as a useful liaison between artists and clients for public commissions. This may be an organization we wish to connect with.

**SARAH** will send feedback to Will after looking over the site.

**WILL** will ask Cliff how he is currently paid (hourly, by the job, as a retainer)

**WILL** asked the board for comment: Do we have a preference about gradually migrating to the new webpage or move over all-at-once? Cliff is cautious about doing it quickly, since some data may be lost. Something to think about for the next meeting.

5. OLD BUSINESS:

- a. ACLS Retreat - Mount Angel Abbey, Oregon
  - 1. Updates : Gianfranco agreed continue in the role of liaison for the ACLS retreat in August, 2023. (He has been the contact person for the facility and the speaker.)
  - 2. Timeline for promoting the retreat – to be determined
- b. Tutorials (PDF) or live session (did not discuss as it will be related to the new website)
  - 1. Uploading images to portfolio
  - 2. Make changes to my directory page
  - 3. How to make the dashboard disappear
  - 4. Creating a post
  - 5. How to login

6. NEW BUSINESS

- a. ACLS/SWLC – Ken Griesemer and Carol Frenning requested to be on the August agenda to discuss the 2023 Southwest Liturgical Conference Study Week and the role of ACLS.

**GEORGE** will invite Ken and Carol to be on the August agenda.

7. NEXT MEETING DATE/TIME

Meetings will be scheduled for the third Tuesday of each month at 4:30 EDT.

**GALE and GEORGE** will get together to plan the agenda for August.

8. Adjourn – Jay/Peggy



**NEXT MEETING**  
**Tuesday, August 16, 2020**  
**4:30 EDT**  
**3:30 CDT**  
**2:30 WDT**